

Regional District of Okanagan-Similkameen

SCHEDULE OF MEETINGS

THURSDAY, AUGUST 6, 2015

RDOS BOARDROOM

9:00 am	-	10:00 am	Planning and Development Committee
10:00 am	-	11:00 am	Environment and Infrastructure Committee
11:00 am	-	12:00 pm	Corporate Services Committee
12:00 pm	-	12:30 pm	Lunch
12:30 pm	-	3:00 pm	RDOS Regular Board Meeting

"Mark Pendergraft"

Mark Pendergraft
RDOS Board Chair

Advance Notice of Meetings:

August 20	RDOS/OSRHD Board/Committee Meetings
September 3	RDOS Board/Committee Meetings
September 17	RDOS/OSRHD Board/Committee Meetings
October 1	RDOS Board/Committee Meetings
October 15	RDOS/OSRHD Board/Committee Meetings
November 5	RDOS Board/Committee Meetings
November 19	RDOS/OSRHD Board/Committee Meetings



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Planning and Development Committee

Thursday, August 6, 2015

9:00 am

REGULAR AGENDA

A. APPROVAL OF AGENDA

B. Frank Leonard, Chair of Agricultural Land Commission

Mr. Leonard will discuss agricultural land issues with the Committee.

C. ADJOURNMENT



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, August 6, 2015

10:00 am

REGULAR AGENDA

A. APPROVAL OF AGENDA

B. OASISS

a. Boat Launch and Marina Signage Inventory

To request consideration of a full Region wide inventory of Quagga/Zebra Mussel signage

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors approve taking an inventory of all Electoral Area boat launches, marinas and recreational launch points for appropriate signage for the prevention of the spread of Quagga/Zebra Mussels.

THAT member Municipalities be requested to consider endorsement and provide inventories to be included in overall South Okanagan inventory of Quagga/Zebra signage.

b. Activity Report

To provide an update on the recent activities of the Okanagan Similkameen Invasive Species Society

C. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: July 16, 2015

RE: Boat Launch and Marina Signage Inventory

Administrative Recommendation:

THAT the Board of Directors approve taking an inventory of all Electoral Area boat launches, marinas and recreational launch points for appropriate signage for the prevention of the spread of Quagga/Zebra Mussels.

THAT Member Municipalities be requested to consider endorsement and provide inventories to be included in overall South Okanagan inventory of Quagga/Zebra signage.

Reference:

- 2015 OBWB/OASISS educational outreach initiative to the public – using summer students to inform residents and visitors of the dangers of quagga/zebra mussels and other aquatic Invasive Species: monthly update to Board

History:

Over the past few years, the threat of quagga/zebra mussels entering Okanagan waterways is increasing. The USA and Alberta have increased patrols and decontamination stations in efforts to stop the mussels from spreading into the Northwest.

BC has lagged in its response and as a result, local governments and agencies have stepped in to try to fill the gap, while petitioning the Province to elevate its participation. The Okanagan Basin Water Board (OBWB) over the past two years has provided Lisa Scott and the Okanagan and Similkameen Invasive Species Society (OASISS) a small block of funding to conduct public outreach.

Current Status:

This year, the Province has upped its commitment and participation to stop the spread of mussels, both by adding decontamination stations and creating rapid response objectives undertaken by the Conservation Officer Service. The province is also vested in messaging and would like to work with local governments and the RDOS to make sure the area is well signed.

2014/15 the OBWB developed Okanagan specific “Don’t Move a Mussel” signage and there is some existing signage developed by the Ministry of Environment. As a result, signage at Okanagan boat launches and marinas, whether regional, municipal or Provincial has some issues. Some have one sign, some two and some have no signs. The first initial signage developed by the Ministry of Environment through Invasive Species Council of BC (ISCBC) now has an outdated call to action phone number. The

ISCBC is producing a sticker to update the number (which is now the RAPP Line # 1-877-952-7277) to reduce the amount of new signage that needs to be erected. The Ministry is currently working on an updated version of the sign and will get these out to launches and marinas that do not have any signage as of yet, or if the old sign is damaged.

What the partners do not have is a comprehensive list of what signage is where. The RDOS Electoral Areas can be managed through existing employee capacity. In the municipalities it will require a staff member to visit each boat launch and marina, photograph with location address of each sign, note duplicates or omissions and submit it back to the RDOS – to Zoe Kirk. The complete inventory will be supplied to all partners so that the Ministry can efficiently replace outdated numbers, remove sign pollution where two or more signs with the same message are placed (see photo below of Peachland where they are placed side by side) and most importantly make sure all recreational launch points have appropriate signage. The RDOS has created a simple spreadsheet to make the job easier.

New OBWB sign



Old Ministry sign – with wrong #



Respectfully submitted:

Zoe Kirk

Z. Kirk, Projects Coordinator

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: Z. Kirk

DATE: July 30, 2015

RE: Update on Regional Invasive Plant Program - **For Information Only**

Program Information:

The Okanagan and Similkameen Invasive Species Society (OASISS) has 10 seasonal staff hired at this time. This includes, five summer students: three aquatic students (one working in each regional district focusing on the Okanagan Aquatic Invasive Species Prevention Program) and two terrestrial students (working in the RDOS only), a three-person crew doing predominantly roadside treatment of puncturevine and longspine sandbur, and shoreline removal of yellow flag iris, a full-time aquatic assistant and a part-time terrestrial assistant. Staff are being supervised by Coordinator Lisa Scott.

The terrestrial students are responsible for manual removal of invasive plants, providing information to private landowners, circulating outreach information to retail outlets, libraries, municipal offices, tourism centres and setting up information booths at community events. OASISS recently received additional funding from the Ministry of Transportation to conduct invasive plant surveys of gravel pits which is being undertaken by the students as well. The students have also assisted each of the six municipalities, working alongside parks and public works staff doing invasive plant removal.

A certified spray contractor hired by OASISS started treatments in May and has completed treatments in most locations. Focal species have included: puncturevine, longspine sandbur, wild four o'clock, hoary alyssum, hoary cress, blueweed, common bugloss, Russian knapweed, sulphur cinquefoil, burdock, leafy spurge. Treatments have occurred on MOT roadsides, Forest Service roads, Crown rangeland, park land, conservation lands and along utility rights-of-way. The selection of treatment locations is based on a priority ranking tool which incorporates land values; this is cross referenced to priority species and the resulting matrix assists treatment planning.

On the ground treatments started earlier in the year than usual and staff/contractors have continued to be ahead of schedule. It has been a challenging field season due to extremely hot weather and air quality concerns, however work has been effective and there are many successes to report.

OASISS attended many events throughout the month of June which was officially declared as Invasive Species Month by the province of BC. A key event was the Weeds Cross Borders Celebration which was held June 17 in Osoyoos. This event was a ten-year celebration of international collaboration of invasive species management. Delegations at this event included Mayor McKortoff, Director Pendergraft, Dave Caswell (Okanagan Basin Water Board), Conservation Officer Barb Leslie (Ministry of Environment), as well as representatives from Washington state.

Submitted by:
Zoe Kirk RDOS Public Works Projects

Roger Huston – RDOS Public works Manager

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REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Corporate Services Committee

Thursday, August 6, 2015

11:00 am

REGULAR AGENDA

A. APPROVAL OF AGENDA

B. Board Policy Review

1. Annual Strategic Planning Process (to rescind)
2. Communications Protocol (to rescind)
3. Correspondence to Chairman and Directors (to rescind)
4. Electoral Area Contingency Fund Special Projects (to rescind)
5. Internal Audit – Recreation Facilities (to rescind)
6. Liability Insurance (revised)
7. Record Management (revised)

RECOMMENDATION 1

1. **THAT the Board of Directors rescind the following policies as presented at Committee August 6, 2015:**
 - Annual Strategic Planning Policy
 - Electoral Area Contingency Fund – Special Projects Policy
 - Internal Audit – Recreation Facilities Policy
 - Correspondence to Chairman/Directors
 - Communications Protocol
 2. **THAT the Board of Directors amend the Liability Insurance policy and the Records Management Policy as presented at Committee August 6, 2015.**
-

C. Strategic Planning

1. Presentation
-

D. Enterprise Risk Management – For Information Only

1. Enterprise Risk Management Plan
 2. Risk Management Registry
-

E. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Board Policy Review

Administrative Recommendation:

1. **THAT the Board of Directors rescind the following policies as presented at Committee August 6, 2015:**
 - Annual Strategic Planning Policy
 - Electoral Area Contingency Fund – Special Projects Policy
 - Internal Audit – Recreation Facilities Policy
 - Correspondence to Chairman/Directors
 - Communications Protocol
2. **THAT the Board of Directors amend the Liability Insurance policy and the Records Management Policy as presented at Committee August 6, 2015.**

Reference:

[Regional District of Okanagan-Similkameen Policy Manual](#)

Annual Strategic Planning Policy (to be rescinded)

Electoral Area Contingency Fund – Special Projects (to be rescinded)

Internal Audit – Recreation Facilities (to be rescinded)

Correspondence to Chairman/Directors (to be rescinded)

Communications Protocol (to be rescinded)

Liability Insurance (revised)

Records Management (revised)

History:

Goal 4.4 of the RDOS Business Plan is to develop a responsive, transparent, effective organization. One of the objectives of this goal is achieved by developing policy framework and ensuring current policy is current and represents the Boards intentions.

Analysis:

The Board requires clear policies and as such has instructed that a process to ensure the timely review and update of Board policy be implemented.

In order to achieve this objective, outdated policies will be brought forward for review at each Corporate Services Committee meeting and future review dates will be established. It is expected that this process will complete in the first quarter of 2016.

The intention is to create relevant, transparent policies which are easy for the public to access and

that set out how the Board wants recurring issues to be addressed.

The Board may access the RDOS Board Policy manual at the referenced hyperlink to view the current policies and track progress of amendments as they occur.

The policies contained within this report include:

- **Annual Strategic Planning Process**
 - o Our current process is embedded in our 2015-2019 Strategic Plan and the 2015 Business Plan.
 - o Our current process is more robust than this policy.
- **Electoral Area Contingency Fund**
 - o The Rural Projects section of the budget has a line item for contingency, which is reviewed and approved during the creation of each year's Five Year Financial Plan.
 - o This policy does not reflect current practice.
- **Internal Audit – Recreation Facilities**
 - o Revenue collection at all Regional District facilities is overseen by our general audit process, making this policy redundant.
 - o The Regional District no longer owns the Princeton Arena.
- **Correspondence to Chairman/Directors**
 - o This policy does not reflect current practice.
 - o The newly adopted Correspondence and Communication Policies adequately address the flow of incoming correspondence to Directors
- **Communications Protocol**
 - o This policy does not reflect current practice.
 - o A more comprehensive policy that adequately balances a Director's need to communicate on current projects with the need to stay true to the Board-approved business plan is required and will be presented to the Board for consideration in the near future.
- **Liability Insurance**
 - o This policy has been revised to reflect current practice based on the direction provided by Municipal Finance Authority.
 - o This revision removes authorization for staff to negotiate a third part claim settlement against the Regional District.
- **Records Management**
 - o The policy has been revised to align with the Regional District's key success drivers and to establish the responsibilities of records management for effective management of records throughout their lifecycle to meet operational, legal and legislative requirements.

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

P O L I C Y

POLICY NO: P0100-00.11**Page 1 of 2****SUBJECT: ANNUAL STRATEGIC PLANNING PROCESS****Effective Date**October 16, 1997
November 6, 1997**Amendment**

March 22, 2001 (Maintain)

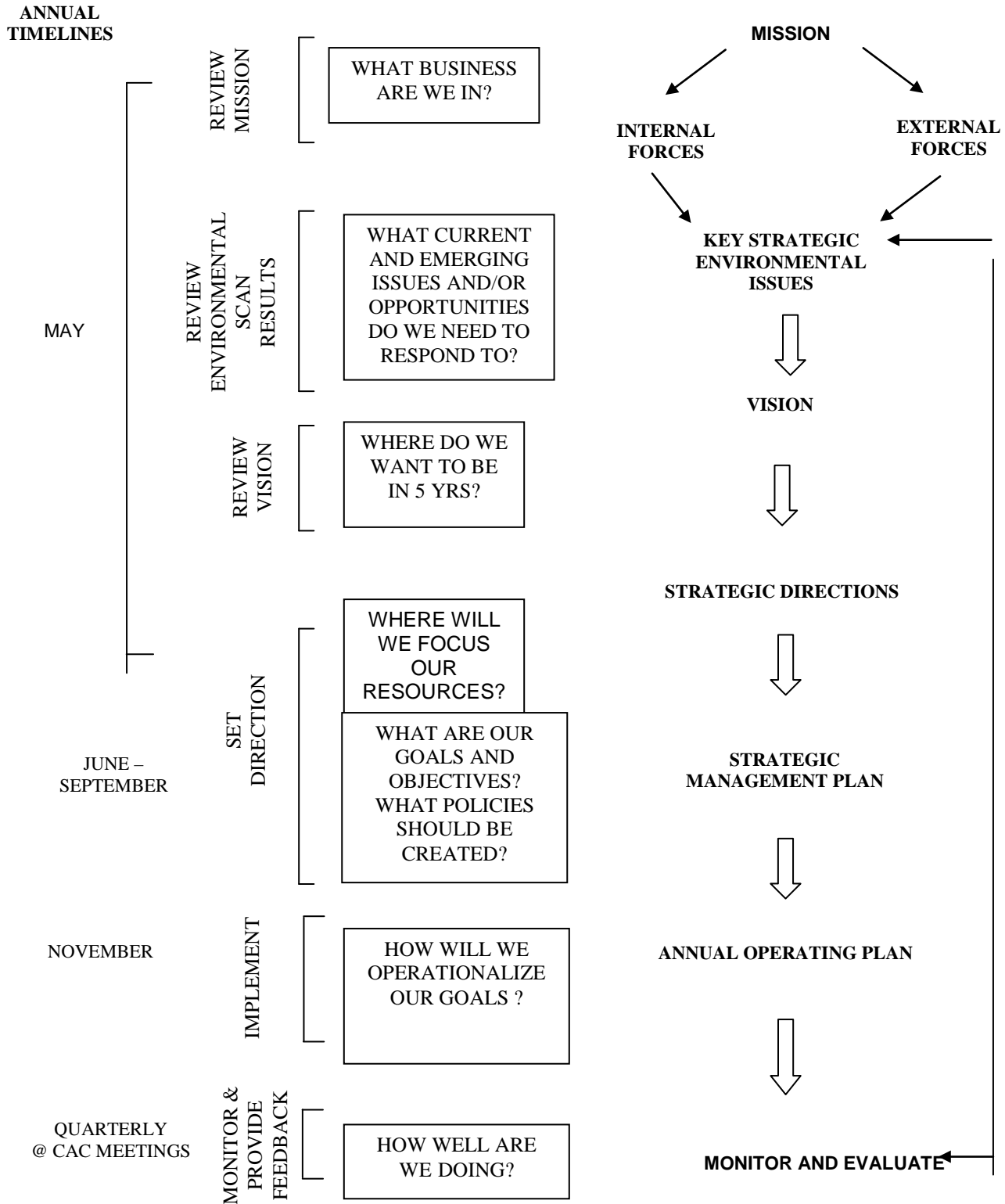
Board ResolutionSB357/97
SB by Consensus
B202/01A**Administered By**Chief Administrative Officer

The Board will immediately undertake an Annual Strategic Planning Process and embrace input from taxpayers, member municipalities, and electoral districts, First Nations, the staff, the province, engineering and planning professionals.

The process is to assist the Board to identify, develop and prioritize its annual long term goals and objectives.

A chart outlining the Annual Strategic Planning Process is shown on attached Schedule "A".

ANNUAL STRATEGIC PLANNING PROCESS



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

P O L I C Y**POLICY NO: P0100-00.08****Page 1 of 1****SUBJECT: COMMUNICATIONS PROTOCOL**

Effective Date	Amendment	Board Resolution	Administered By
November, 1987		Old Policy Manual	Chief Administrative Officer
	June, 1988	Policy Manual (Updated)	
	February, 1989	B60/89	
	November, 1997	SB407/97 (Reaffirmed)	
	March 26, 1998	SB47/98	
	May 20, 1999	SBL18/99	
	March 22, 2001	(Maintain)B202/01A	
	June 19, 2003	B421/03	

1. Individual Directors may obtain background information relating to current services and projects which have been identified by the Board for completion within the Annual Work Program directly from Department Heads.
2. All personnel, new project, workload and/or evening/weekend meeting assignment queries originating from individual Board Members must be referred to the Chief Administrative Officer to enable the CAO to identify potential amendments to the current year work program and associated financial/staffing implications for formal Board consideration. The CAO has the option of delegating this function to Managers.
3. Department Heads who are approached by individual Directors with a request to provide information or initiate an action which is in conflict with the "Board/Staff Communications Policy" will advise individual Directors to address their concerns directly to the Chief Administrative Officer. In addition, the Department Head will formally advise the CAO of the Director's concern via e-mail, and the CAO will apprise the Chairman.

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

P O L I C Y

POLICY NO: P0100-00.71**Page 1 of 1****SUBJECT: CORRESPONDENCE TO CHAIRMAN / DIRECTORS**

Effective Date	Amendment	Board Resolution	Administered By
August, 1991		B509/91	Chief Administrative Officer
	January, 1992	B15/92	
	February, 1995	B52/95	
	March 22, 2001 (Maintain)	B202/01A	

The following represents the procedure for handling correspondence other than correspondence received after a Public Hearing which will be referred to the Chief Administrative Officer:

1. Chairman

The Chairman will acknowledge all correspondence addressed to the Board by advising the constituent as to:

- (a) which agenda the correspondence has been referred; or
- (b) the appropriate Board Policy position; or
- (c) if strictly a local issue, the phone number and address of the appropriate rural Director who will also be provided with a copy of the Chairman's letter of referral.

2. Directors

Correspondence addressed to a Director and mailed to the RDOS Office shall be opened, and forwarded to the Director (with the exception of mail marked personal/confidential).

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

P O L I C Y

POLICY NO:	P1700-00.04	Page 1 of 1
SUBJECT:	ELECTORAL AREA CONTINGENCY FUND – SPECIAL PROJECTS	
Effective Date	Amendment	Board Resolution
By		Administered
July 18, 2002		B367/02
		V. Sutton

After the Annual RDOS Work Plan has been established, Rural Directors may draw upon the Electoral Area Administration Contingency Fund via Board Resolution, subject to the following conditions:

- (i) the benefiting Electoral Area will identify Emergent Special Project issues for funding consideration and prioritization by the Rural Committee (*RDOS Rural Land Use Board*); and
- (ii) the benefiting Electoral Area will reimburse the Electoral Area Administration Contingency Fund in the next fiscal year.

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

P O L I C Y

POLICY NO: **P1680-00.03**

Page 1 of 1

SUBJECT: **INTERNAL AUDIT – RECREATION FACILITIES**

Effective Date
October, 1992

Amendment

October, 1997

Board Resolution
SB144/92
SB365/97

Administered By
Treasurer

Finance Department staff shall, on an annual basis, perform on-site tests of internal control procedures for revenue collection at the Princeton Arena and Keremeos Recreation Facility.

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD POLICY**

POLICY: Liability Insurance

AUTHORITY: Board Resolution No. _____ dated _____.

AMENDED: Board Resolution No. _____ dated _____.

POLICY STATEMENT

Maintaining appropriate liability insurance coverage allows the Regional District of Okanagan Similkameen (RDOS) to minimize risk exposure and maintain fiscal responsibility.

PURPOSE

The purpose of this policy is to establish guidelines for the maintenance of adequate liability coverage and the allocation of costs associated with coverage and claims amongst the various services.

RESPONSIBILITIES

The Finance Department, in collaboration with our liability insurance provider, will periodically review coverage and make recommendations to the Board of any required coverage change.

The Finance Department, through the annual budget process, will ensure liability insurance premiums are allocated amongst services and set respective budgets for Board approval.

When an individual service encounters a claim, the Finance Department will bill the applicable deductible directly to the service.

All claims will be forwarded through the Finance Department to the RDOS liability insurance carrier for resolution.

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

P O L I C Y**POLICY NO: P1610-00.03****Page 1 of 1****SUBJECT: LIABILITY INSURANCE**

Effective Date	Amendment	Board Resolution	Administered By
December, 1995		B592/95	Treasurer /
	December, 1996	B545/96	Department Heads /
	August, 1997	B336/97	CAO
	March 22, 2001 (Maintain)	B202/01A	
	August 15, 2002	B442/02A	

1. Cost Allocation

Liability insurance will be allocated a pro rata share of the value of claim dollars that have been incurred by the Municipal Insurance Association.

The method of allocation will be reviewed when required by the Board.

2. Deductible

Liability insurance policy deductible shall be \$10,000.

The insurance deductible will be charged to the service area out of which the action arose.

3. Small Claims Settlements

Staff are authorized to negotiate and settle third party claims against the Regional District without referring the matter to the Board, provided that:

- (i) the amount does not exceed \$500.00,
- (ii) the Chief Administrative Officer is satisfied that the claim is valid,
- (iii) all correspondence be on a without prejudice basis,
- (iv) a full release in a form satisfactory to the Regional District's insurers or solicitors is obtained from the claimant; and

that on completion, the Board be informed of the action.

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD POLICY**

POLICY: Records Management

AUTHORITY: Board Resolution No. _____ dated _____.

AMENDED: Board Resolution No. _____ dated _____.

POLICY STATEMENT

The Regional District of Okanagan-Similkameen endeavours to maintain a responsive, transparent, effective organization with a focus on outstanding customer service. Accurate data management and efficient access to Regional District records is one way in which this vision is supported.

PURPOSE

The Records Management Policy establishes the authority and responsibilities necessary for the administration and control of the records of the Regional District of Okanagan-Similkameen, to ensure effective management of Regional District records throughout their lifecycle to meet legislative, operational and legal requirements.

DEFINITIONS

EDMS means the corporate Electronic Document Management System used to manage electronic Regional District records.

Elected/Appointed Officials means those individuals elected or appointed to the Board of Directors of the Regional District of Okanagan-Similkameen.

Electronic Mail means the data produced when transmission and distribution of messages, information, facsimiles of documents, etc, from one computer terminal to another occurs.

External Departments include, but may not be limited to, Committees, Commissions and Fire Departments of the Regional District.

External Department Designates means the individual(s) within each external department who is designated the responsibility to ensure records in their custody are in compliance with this policy.

Manager of Legislative Services means the individual delegated the responsibilities of Corporate Administration as defined in s. 198 of the Local Government Act.

Record means information, regardless of format, recorded or stored by graphic, electronic, mechanical, digital or any other means, but not a computer program or any other mechanism that produces records. Records include, but are not limited to electronic mail, correspondence, documents, maps, plans, drawings, photographs, letters, vouchers, audio or picture recordings, and microfilm.

LGMA Records Management System means the classification, retention and disposal system created by the Local Government Management Association.

Records Retention Schedules means the approved retention and disposition schedules prescribing the stages of a record life cycle, from creation or receipt to disposition, including its active and semi-active stages, transfer dates, and final disposition method and date.

Regional District means the Regional District of Okanagan-Similkameen.

RESPONSIBILITIES

Manager of Legislative Services: has oversight responsibility for Records Management for the Regional District, including the administration of this policy, the records management procedures manual, related policies issued to staff, and the Record Retention Schedule approval process. The Manager of Legislative Services is also responsible for strategic planning for the ongoing maintenance of a Regional District Records Management Program.

Regional District Employees: are responsible for keeping Regional District records under their custody, in compliance with this policy.

External Department Designates: are responsible for keeping Regional District records under their custody, in compliance with this policy and submitting a copy of each over to the Manager of Legislative Services annually.

Information Services Department: is responsible for the proper functioning and maintenance of the EDMS computer system, including regular data backups, software upgrade, disaster recovery, technical support and general administration of the system.

Elected/Appointed Officials: are responsible to ensure that records, including email, are maintained in a logical way i.e. by subject, on their electronic devices and a copy turned over to the Manager of Legislative Services annually.

PROCEDURES

1. All Regional District records, in all mediums, will be classified, retained and disposed of through an established program, and in accordance with the LGMA Records Management System and applicable laws.
2. All Electronic records will be saved, classified and managed through the RDOS Electronic Data Management System. Metadata fields will be correctly filled in, and appropriate naming conventions and file classifications will be used.
3. Any project or actions impacting the creation, use, maintenance, retention or disposition of electronic records will be discussed with the Manager of Information Services and Manager of Legislative Services.
4. Electronic mail created or received during the course of carrying out business activities and responsibilities is considered a Regional District record, and is not the property of the creator or receiver.
5. Electronic mail is subject to the LGMA Records Management System.

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6. When the Manager of Legislative Services determines that the retention period for a given record described in the retention schedule of the LGMA Records Management System has ended, they may order the record to be destroyed or otherwise disposed of in accordance with the retention schedule.

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

P O L I C Y

POLICY NO: **P1490-00.01**

Page 1 of 1

SUBJECT: **RECORDS MANAGEMENT AND RETENTION POLICY**

Effective Date
December 14, 2004

Amendment

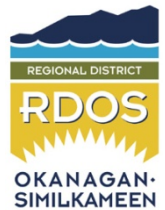
Board Resolution
B730/04

Administered By
Director of Admin
Services

The Regional District of Okanagan-Similkameen will create records by using the LGMA Records Management Manual and the Property Folio Numbers.

The LGMA Records Management Manual Retention Schedule will be used for all records created.

ADMINISTRATIVE REPORT



TO: Corporate Services Committee

FROM: Bill Newell, CAO

DATE: 6 August 2015

RE: Strategic Planning Cycle and Process – For Information Only

HISTORY:

Local governments are facing significant challenges that impact their ability to satisfactorily fulfill their purpose to those citizens within their geographic boundaries, as stipulated in the enabling legislation under which they were created.

These challenges occur as a result of several factors resulting from both external and internal conditions. Demographic changes, revenue structures, provincial unfunded mandates, economic sustainability, technological changes, aging and inadequate infrastructure systems, healthcare and cost containment, and urban sprawl or conversion of prime agricultural lands, among others.

The Board of Directors and the Senior Management Team of the Regional District of Okanagan Similkameen meet each autumn and, amongst other processes, consider the local internal and external environments that they needed to work in as a basis for planning.

The restrained global and local economy is a constant in our decision-making process. The economy seems fragile, with many regional, provincial, national and international forces at play. At the least, however, suffice it to say that it's not growing. This has an impact on all of our citizens, but certainly pensioners that form a significant component of our population base.

Governments have an over-riding responsibility to make decisions now that will have no adverse impact on our future. This whole issue of sustainability is of growing importance and the Board of the Regional District has taken this concept into account in all of their decisions. Our fragile water resource in the Okanagan and Similkameen Valley's is one small part of sustainability that we need to address sooner rather than later.

At the same time, there may be opportunities that the Regional District could take advantage of to enhance the quality of life for our citizens.

REFERENCE:

1. Strategic Plan Cycle
2. Strategic Plan Process

ANALYSIS:

The Regional District has a robust strategic planning cycle and process that evolves around the calendar year. With the 2014 election; and, the Board now having had time to feel comfortable with their new team-mates and in their role on the Board of Directors, it may be beneficial for the Board to plan a more rigorous approach to planning for their term and consider setting aside a day to come together and look into the future.

Because of the calendar year planning window, the Board has previously met in late October/early November to conduct their environmental scan, review their Guiding Principles and set objectives for the coming year.



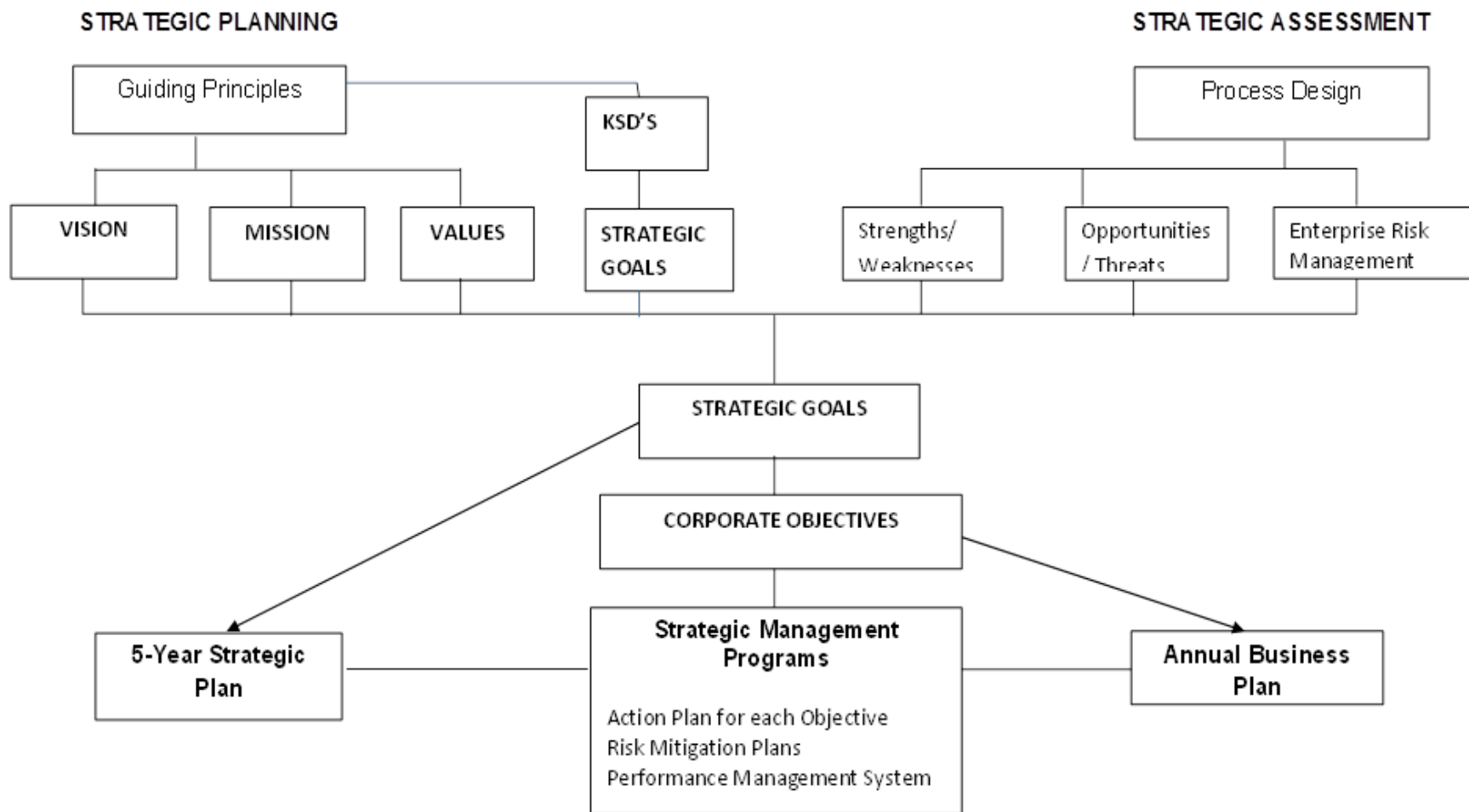
Administration is proposing that, because we have many new members and we're setting up our plan for the Board's term of office, that we may want to set aside a full day to review where we are, where we want to go and address how we're going to get there.

STRATEGIC PLANNING

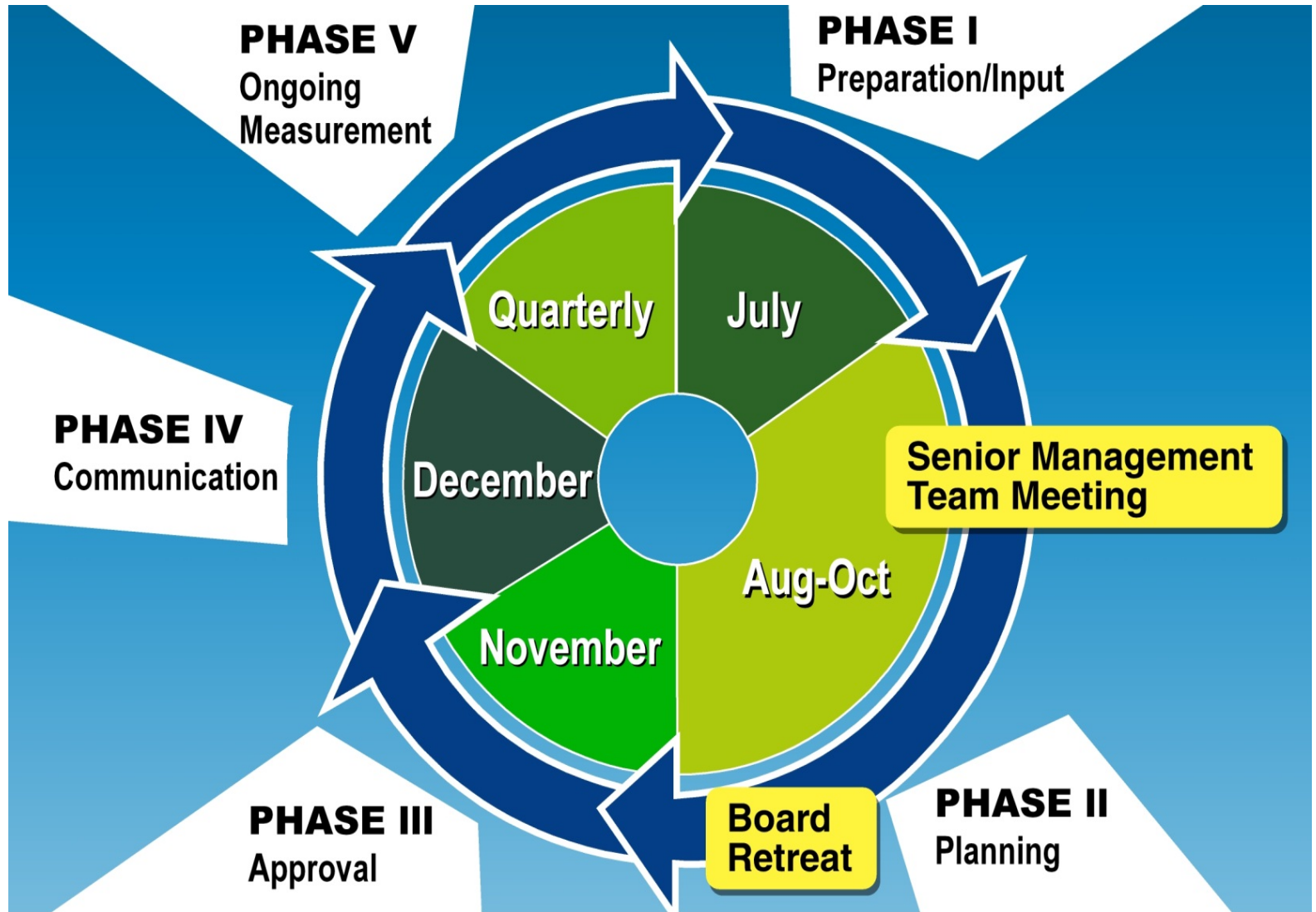
- What is it?

“An effort to guide what an organization does and how we’re going to get there.”

Rolling Planning Model



Planning Cycle



Guiding Principles

- Vision
- Mission
- Values
- Key Success Drivers
- Rolling 5-Year Goals

ADMINISTRATIVE REPORT



TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Enterprise Risk Management – For Information Only

History:

In 2009, the Board directed administration to create a strategy to address uncertainties in both our internal and external environments so we could plan to mitigate any threats and take advantage of opportunities. An Enterprise Risk Management (ERM) Plan was presented to the Board for discussion in 2010; a process and cycle adopted. The Plan is reviewed annually, but administration works off the Risk Register, which is updated regularly to ensure it remains current.

Analysis:

The ERM Plan sets forth RDOS's risk management plan and our strategy for enterprise risk management. This plan is intended to address uncertainties that may impact on our ability to achieve Goals identified in the strategic plan, but also operational threats and opportunities that the Board has chosen to work on. Both of the Strategic Plan and the Enterprise Risk Management Plan are used together to guide RDOS priorities and decisions.

ERM at the Regional District is the systematic management of activities that involve a meaningful degree of risk to the Regional District. The purpose of ERM is to ensure that risk identification, assessment and mitigation or prevention are incorporated into management oversight and processes of the Regional District and to assist in identifying priorities set forth in RDOS's strategic plan.

Potential ways risks may affect the RDOS include:

- financially;
- our corporate image;
- our performance, as measured against strategic priorities and the achievement of critical milestones;
- the integrity of our decisions and processes;
- the safety of our citizens;
- the workplace safety, security and health of our employees; and
- relationships and/or contracts with our stakeholders, which may create additional financial or obligatory risks.

Beneficial outcomes of risk management include:

- Reduced costs including:
 - less staff time lost as a result of adverse events;
 - less litigation;
 - less replacement of lost equipment and other resources;
 - less possible loss of business; and

- less decreased productivity
- Other benefits include:
 - Better prioritization of strategic initiatives
 - Better preparedness
 - Improved employee moral (result of better oversight and information gathering)

Details of the ERM Plan are found in the [RDOSEnterpriseRiskManagmentPlan.docx](#) document. A list of the major operational threats as identified by administration with the ranking of each threat for probability and impact can be found in the [RDOSRiskManagementRegistry2015.xlsx](#) spreadsheet.

Communication Strategy:

The ERM Plan is presented annually to the Board at a Corporate Services Committee meeting. The ERM Plan is created as a joint effort by the senior management team and communicated to staff as required.

Respectfully submitted:

Tim Bouwmeester

T. Bouwmeester, Manager of Information Services

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN

ENTERPRISE RISK MANAGEMENT PLAN

Introduction

The Regional District of Okanagan Similkameen (RDOS) is a body corporate under the laws of the Province of British Columbia. This document sets forth RDOS's risk management plan and our strategy for enterprise risk management. This plan is intended to complement and expand upon the District's strategic plan. Both of these plans will be used together to guide RDOS priorities and decisions. This document is intended to provide guidance on threat management over a one- to three-year timeframe and will be updated on a regular basis.

Organizations of all types and sizes face internal and external factors and influences that make it uncertain whether and when they will achieve their objectives. The effect this uncertainty has on an organization's objectives is "risk".

Enterprise Risk Management (ERM) at the Regional District is the systematic management of activities that involve a meaningful degree of risk to the Regional District. The purpose of ERM is to ensure that risk identification, assessment and prevention are incorporated into the management oversight and processes of the Regional District and to assist in identifying priorities set forth in RDOS's strategic plan.

Enterprise risk management recognizes the fundamental importance of proper management of risks associated with the District's functions and activities. It also recognizes that the Board of Directors requires the Chief Administrative Officer to manage, control, and, as appropriate, reduce or eliminate risk. This is important to the Board and is a fundamental component of the Internal Operational Audit. Objectives of such a plan include: 1) helping to ensure that RDOS employees, clients and visitors are protected from hazards; 2) protecting the District's financial condition and the ongoing viability of the Regional District; and 3) doing what is reasonable and necessary to help ensure that RDOS's facilities, equipment and resources are protected.

Identification and prioritization of risks is an essential component of this plan. Mitigation strategies for high-threat risks are also set forth in the plan. The mitigation strategies for the highest risk threats will be completed in time for the 2016 strategic planning process. The connection between the risk management plan and the strategic plan is presented and emphasized in the mitigation strategies. Development, implementation and monitoring of the

Regional Districts risk management plan accomplish the objectives and purposes described above.

The Regional District of Okanagan Similkameen is committed to the management of risk in order to protect our:

- employees and their skills;
- key stakeholders;
- quality of service;
- assets;
- contractual, statutory and fiduciary obligations;
- image and reputation; and
- commitment to our citizens.

The Regional District's risk management plan is designed to assist the Board, the CAO, and all employees to develop skills in addressing and understanding risk management. The main elements of the plan include:

- development and use of risk management standards;
- assessment and prioritization of risks on a continuing basis;
- reporting regularly to the Board regarding RDOS risk and compliance with the Regional District Health & Safety Plan; and
- education and training of staff about risk management as appropriate.

Enterprise risk management is a critical element of improving RDOS's business processes and services. The Regional District's goal is to adopt best practice in managing risks. To achieve this goal, risk management standards involving risk identification and risk evaluation linked to practical, cost-effective risk monitoring and control measures need to be in place and regularly evaluated and reviewed. Risk management is a continuous process, requiring awareness and proactive measures by all Regional District employees to reduce the occurrence and impact of risks. Risk management should be an integral part of the District's business processes.

Objectives of Risk Management

Risks to functions and activities can result from both internal and external sources. Risks can include issues such as citizen dissatisfaction, adverse publicity, physical safety and security of employees, low performing management and staff, equipment or computer failure, legal and contractual matters, and fraud. Some, such as community growth, may be beyond the control of RDOS, although the Regional District needs to prepare for such contingencies. Others can be directly controlled by RDOS management.

It is not possible to perform our mission and have anything approaching a risk-free environment. Many decisions involve managing risks according to the District's assessment of

what constitutes an acceptable level of risk and judgments about the costs and benefits of alternative courses of action.

RDOS's objectives in adopting enterprise risk management include ensuring that: 1) the major risks faced by RDOS are identified, prioritized, understood and appropriately managed; 2) RDOS's planning and operational processes include awareness of areas where risk management is needed; and 3) an environment exists where all RDOS staff assumes responsibility for identifying and managing risk within their area of responsibility with required management oversight and control.

Risk management should be an integral tool used by the Board and the Regional District management team in leading RDOS and planning for our future. It is critical to the overall performance and success of the Regional District. Appropriate risk management policies and practices minimize RDOS's exposure to the consequences of a range of possible adverse events. Such potential risks are numerous, with the following representing the range of risks faced by a Regional District that is also closely linked to municipal, provincial and federal government: 1) reductions in revenue available to RDOS through less than anticipated grants; 2) safety of RDOS's workforce; 3) damage to equipment or facilities; 4) poor management oversight that results in adverse audits or violations of procedures, regulations and/or laws; 5) inability to attract and retain quality staff; 6) economic constraints; 7) demographics; and 8) fiscal policy.

The risk management process at RDOS encompasses the systematic application of management policies and appropriate written procedures and practices to identify, analyze, evaluate, monitor and minimize risk.

The implementation of an integrated and rigorous approach to risk management:

- increases the chances of avoiding costly and unacceptable outcomes, particularly those arising from unexpected events;
- provides a better understanding of RDOS operations and functions, and supports continuous improvement in the Regional District's operations;
- helps maintain high staff morale;
- provides a reporting framework to assist in meeting Board requirements; and
- allows for a more structured, accountable and useful strategic plan.

Risk Defined

Risk is the effect of uncertainty on objectives¹, where an effect is the deviation from the expected. The deviation could be positive and/or negative.

Risk Management Procedure and Process

¹ CSA Risk Management Plan, 2009, pg. 1

The District's risk management plan will be a critical component of our vision, mission and goals and will be coordinated with the RDOS Strategic Plan. The plan takes into account the nature of Regional District operations, and recognizes that RDOS is an incorporated body that is operated under the oversight of the Provincial Government and a Board of Directors.

RDOS faces a range of potential risks that may affect:

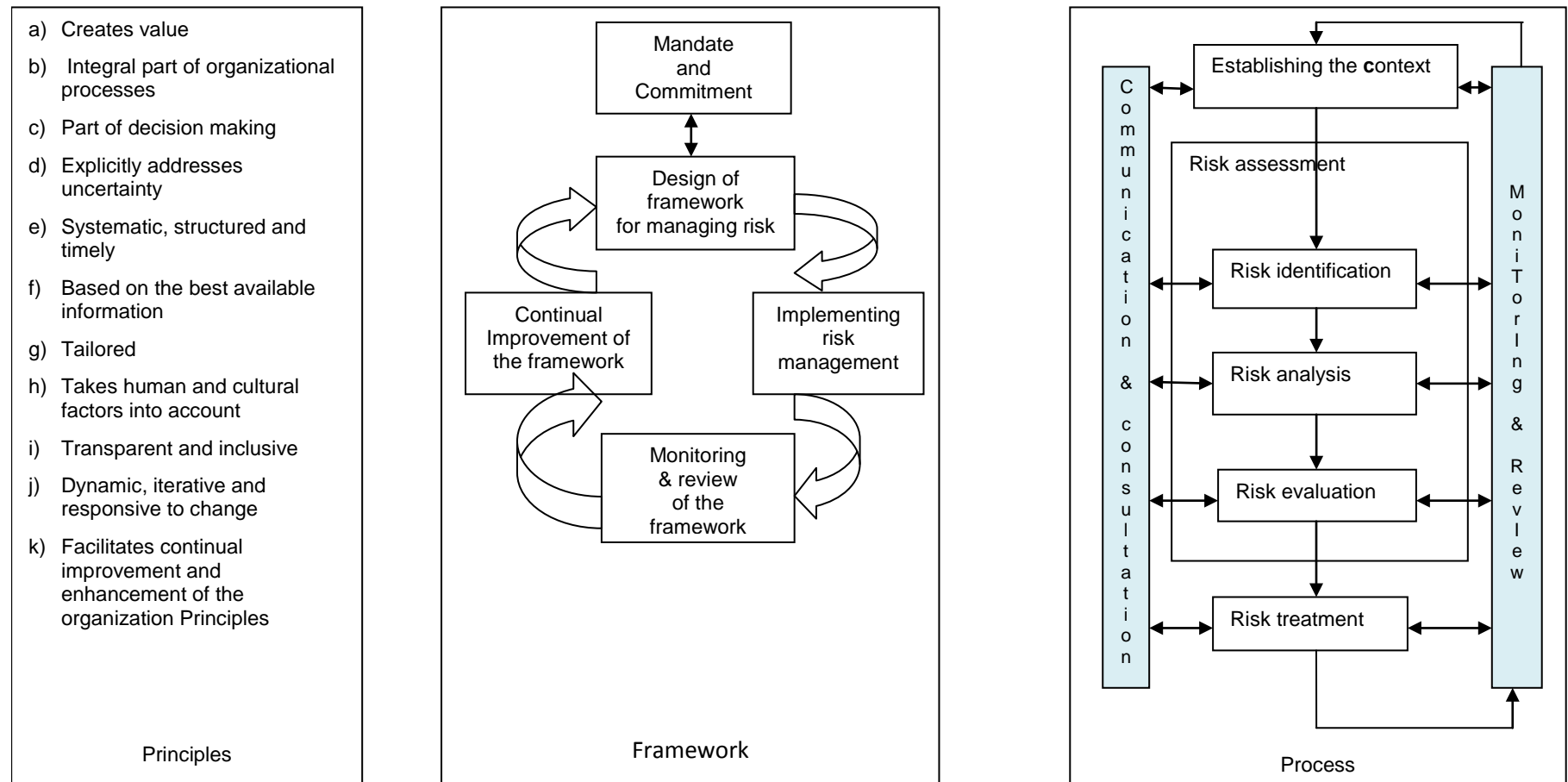
- our reputation;
- our performance, as measured against strategic priorities and the achievement of critical milestones;
- the integrity of our decisions and processes;
- the safety of our citizens;
- the workplace safety, security and health of our employees; and
- relationships and/or contracts with our stakeholders, which may create additional financial or obligatory risks.

Procedurally, the District shall conduct an environmental scan to use as a foundation for the development of a risk inventory. For each risk the Regional District faces, RDOS will assess the likelihood and potential consequences of an adverse event, and will prioritize each category of risk according to the level of threat facing the Regional District. We will then determine strategies for managing risks so we can devote the greatest resources to the risks considered to present a high threat. Appendix A – Table 1, identifies the potential risks facing RDOS and assesses and prioritizes the level of threat posed by each risk. Appendix B – Table 7, provides an action plan matrix for managing the identified high ranking risks.

All RDOS employees are expected to contribute to minimizing risk, and it is the responsibility of management to ensure that employees are aware of RDOS's expectations.

- Members of the Senior Management Team are responsible for ensuring that the risk management processes and controls identified in the risk management plan are built into the strategic and operational planning of all parts of the Regional District.
- The CAO is responsible for coordinating the implementation of the risk management plan and reporting on implementation and progress to the Board.
- Department Managers are responsible for overseeing the implementation of processes relevant to their part of the Regional District, including ensuring that staff understand the risk management plan and implement the necessary requirements and strategies. Managers are also responsible for providing feedback on implementation to the CAO.

Relationships between the Risk Management Principles, Framework and Process



Beneficial Outcomes of Risk Management

The key outcomes expected from enterprise risk management are the monitoring and control activities identified in the Risk Management Matrix (see Appendix B). These actions will be reviewed and updated on a regular basis under the direction of the CAO. To ensure effective achievement of this process, RDOS will:

- train managers and employees about enterprise risk management and procedures as appropriate;
- monitor performance against the management action plan and report to the CAO as necessary;
- monitor the risks associated with management and operation of the Regional District and ensure that management of risks is built into other collateral plans & documents as appropriate;
- incorporate consideration of risk management performance into the performance assessment of the Senior Management Team;
- include risk management awareness in orientation briefings for new staff; and
- ensure the risk management plan, any changes to the plan, and related information is provided to the Board.

The costs of implementing the Risk Management Plan are predominantly staff time, particularly that of the Senior Management Team, with support and input from other employees. A net benefit is expected from the operation of the plan by reducing costs as a result of many possible events, including:

- staff time lost as a result of adverse events;
- litigation;
- replacement of lost equipment and other resources;
- possible loss of business; and
- decreased productivity.

There should be other gains, such as benefits from better prioritization of strategic initiatives, better preparedness and information-gathering as well as improved employee morale as a result of better oversight and information-sharing within the Regional District.

Staff Roles and Responsibilities

Chief Administrative Officer

- Oversees the development and implementation of the Risk Management Plan;
- Ensures the ongoing review of risks and updates the Register of Major Risks as needed;
- Encourages a management climate which is aware of and supports risk management; and
- Oversees development of processes to define and address new risks.

Management Group

- Coordinates, on an ongoing basis, the implementation of the Risk Management Plan;
- Reviews Table 1, Register of Major Risks, on a regular basis and reports to the CAO on recommended changes;
- Regularly convenes Department Meetings to discuss the Register of Major Risks and necessary changes to that register;
- Develops and implements risk management procedures and training as needed.
- Ensure that risk management controls and processes are included in all planning and maintenance;
- Encourage an organizational climate that supports risk management;
- Ensure that employees understand the importance and consequences of risk management issues in their immediate work areas and to RDOS overall;
- Identify any new risks and report them to the Senior Management Team.

Employees

- Identify any new risks and report them to their immediate supervisor;
- Assist in development and implementation of processes to mitigate risk; and
- Adapt the risk management plan to immediate work areas and processes wherever possible.

Review and Update of Risk Management Plan

The Risk Management Plan will be reviewed and updated on a regular basis by the CAO.

The District's objective is to adopt best business practice in managing risks. Enterprise Risk Management is a continuous process, requiring awareness and proactive measures by all Regional District employees to identify and reduce the occurrence and impact of risks. Risk management standards involving risk identification and risk evaluation, which are then linked to practical and cost-effective risk control measures, will be regularly evaluated and reviewed by the District's Senior Management Team under the overall direction of the CAO.

This document is under construction and the Enterprise Risk Management Plan is a dynamic document. It will continually evolve as new risks are identified and mitigation plans become more sophisticated. The important factor is that the ERM Plan is assigned to a champion who will keep it active in the organization and is charged with its activation and continual update.

The next version of the RDOS Strategic Plan will have fully considered the recommendations, actions, policies and processes presented in the ERM Plan and the implementation of the Strategic Plan will be closely coordinated with the ERM Plan.

Appendices

- Appendix A provides background about how RDOS prioritizes risks and details the manner in which the Regional District has determined the threat-level of a risk to the Regional District. Table 1, Register of Major Risks, sets out the risks facing the Regional District and assesses the

threat to the Regional District based on management judgments regarding the likelihood and potential consequences of each risk.

- Appendix B contains RDOS's Risk Management Matrix, an action plan which analyzes and prioritizes the risks identified in the register to determine required management action(s).

Appendix A: Risk Analysis at RDOS

Introduction

Appendix A provides background about how the risks facing RDOS are prioritized on the basis of potential overall threat that each risk poses to the Regional District. RDOS has estimated the potential threat posed by each category of risk on the basis of the likelihood of occurrence of the risk (frequency or probability) and the expected consequences (impact or magnitude) using the overall knowledge and judgment of the District's Senior Management Team. Table 1 – Register of Major Risks (associated RDOSRiskManagementRegistry2013.xlsx document), sets out the primary risks facing the Regional District and assesses the threat to the agency based on management judgments regarding potential consequences of each risk.

Examples of the level of threat include:

- High: consequences may be severe, significantly impacting the effectiveness, operations and/or reputation of RDOS. Total Score of 13+.
- Medium: consequences may adversely affect the programs, operations and effectiveness of RDOS. Total Score of 5 to 12.
- Low: minor consequences for RDOS. Total Score of 0 to 4.

Determining that a risk is acceptable does not imply that the risk is insignificant. A risk may be considered to be acceptable because the:

- threat posed is assessed to be so low (for example, because the likelihood of occurrence is rare) that specific treatment is not necessary at the time it is assessed;
- risk is such that RDOS has no available treatment (for example, the risk of a change to legislation or regulation might occur for reasons totally beyond the control of the Regional District);
- cost of mitigating the risk is very high compared to the perceived benefit of successful treatment; and/or
- opportunities presented outweigh the threats to such an extent that the risk is justified.

Probability: is a way of expressing knowledge or belief that an event will occur. The range is from 0 to 5 with 0 being very rare to 5 very common. Below you will find a breakdown in regards to timeframe for each level of probability.

Table 2: Probability Levels	
Probability ^a	Description
5	Common occurrence – on average incident would occur or expect to occur weekly or monthly
4	Frequent occurrence – yearly
3	Less frequent occurrence – 2 to 5 years
2	Rare occurrence – 5 to 25 years
1	Very rare – 25 plus years

Impact: the influence or effect that the event has. The breakdown for the different impact categories and levels are found in Table 3 and 4:

Table 3: Impact Categories		
Code	Loss Category	Loss Description
H/S	Personal Health and Safety Loss	Personal injury due to an event.
F	Financial Loss	A financial loss due to damage (cost to repair/replace) rework or legal implications. Potential impact to property and the environment should be considered in a financial context.
PI	Public Image Loss	Unwanted negative media attention.
P/M	Productivity/Morale Loss	Workforce inefficiencies or workforce/customer dissatisfaction.

Table 4: Impact Levels				
Impact Score	^b Personal Health and Safety Loss	^c Financial Loss	^d Public Image Loss	^e Productivity/Morale Loss
5	Potential for death and serious injury to the public, staff and/or contractors			
4	Potential for serious injury resulting in lost time or disabling type of injury to the public, staff and/or contractors	Business loss >\$ 10M	An event that would generate national or international media attention.	An event that would impact the entire organization (staff, public, contractors).
3	Potential for mild to moderate injury resulting in medical aid type injury to many people	Business loss \$ 1M to \$ 10M	An event that would generate provincial media attention.	An event that would disrupt or impact an entire Department (staff, public, contractors) within the organization.
2	Potential for mild to moderate injury resulting in medical aid type injury to few people	Business loss \$ 10K to \$ 1M	An event would generate local media attention.	An event would disrupt or impact a team group (staff, public, contractors) within the organization.
1	Little human health and/or safety concern	Business loss \$100 to \$10K	An event would not generate media attention but would be of interest to certain sectors of the public.	An event would disrupt or impact a few individuals (staff, public, contractors) within the organization.
0	No potential for human health concerns.	Business loss < \$100	An event would not generate any media attention or be of interest to the public.	An event would not disrupt or impact individuals (staff, public, contractors) within the organization.

Table 5: Risk Level Based on ^f Total Score						
Impact Score	5	25 – High	20 – High	15 – High	10 – Medium	5 – Low
	4	20 – High	16 – High	12 – Medium	8 – Medium	4 – Low
	3	15 – High	12 – Medium	9 – Medium	6 – Medium	3 – Low
	2	10 – Medium	8 – Medium	6 – Medium	4 – Low	2 – Low
	1	5 – Low	4 – Low	3 – Low	2 – Low	1 – Low
		5	4	3	2	1
Probability						

^fTotal Score based on the total of the probability rating multiplied by the highest single impact score.

Table 6: Monitoring and Control Activities for Various Risk Levels	
Risk Level	Action Required
High Threat (Total Score 13+)	Senior Management Team develops a management/action plan along with monitoring and management oversight by the CAO.
Medium Threat (Total Score 6 to 12)	A Manager develops a management/action plan as necessary; ongoing monitoring and management of the risk by the relevant Manager and reporting results to the CAO.
Low Threat (Total Score of 0 to 5)	Ongoing monitoring by relevant staff with action as necessary and reporting results to a Department Manager.

- **Appendix B: Risk Management Matrix**

Appendix B contains RDOS's Risk Management Matrix (Table 7), essentially an action plan that prioritizes and analyzes the risks identified in Table 1 to determine required management action(s). The risk management matrix identifies procedures and responsibilities for the implementation of risk management strategies.

The District's risk management matrix is in many ways an extension of the District's goals as set forth in the RDOS Strategic Plan. Many of the risks facing the agency have associated goals in the strategic plan or management performance plans that will serve to help mitigate those risks.

For each medium and high threat the Regional District faces, RDOS will assess the likelihood and potential consequences of an adverse event. Strategies will be determined for managing risks, devoting the greatest resources to the risks considered to present a high threat. The monitoring and control activities identified in the risk management matrix are the key outcomes of RDOS's Enterprise Risk Management process.

Treatment of risks involves deciding what management measures need to be put into place to minimize the threat posed by identified risks. Treatment options may include:

- measures aimed at avoiding the risk;
- measures to reduce the threat posed by the risk, either by reducing the likelihood of the risk and/or its consequences;
- measures aimed at improving the capacity of RDOS to address threats (such as reduced revenue from any given revenue source);
- transferring or lessening the threat by shifting management of the risk to another party;
- accepting the risk without taking any action to avoid it, but monitoring the risk and ensuring that RDOS has financial and other means to cover associated losses and/or disruptions; and
- identifying a media spokesperson to address risk as needed.

Table 7

Risk Description	Initial Threat Assess.	Loss Category ^a	Mitigation Activities	Who ^b	Measurement	Status	Post Mitig. Risk Assess.
Potential Major Emergency Threats as Identified in the Hazard Risk and Vulnerability Plan	High (20)	H/S	Table top exercises and education for Board and municipal elected officials. Education and trial runs for ESS teams.	CS	<ul style="list-style-type: none"> - assist in development of emergency response plan for Oliver prison - Table top exercise re Hazardous materials Oliver - table top exercise for Osoyoos - HRVA realignment with Hedley - table top emergency plan for PIB dam - ESS mock table top exercise - educational training BCERMS and ICS for Oliver, Osoyoos and Princeton 	<ul style="list-style-type: none"> - 2015 - 2016 - Q4 - Q2 - Q2 - Q2 - Q2 - Q3 	Medium (12)
Non-regulated alcohol in facility rooms (fire halls)	(20)	H&S, PI	- not condone unlicensed alcohol in facility rooms	PW/CS	<ul style="list-style-type: none"> - present to Board - approval of policy 	<ul style="list-style-type: none"> - 2015 	Medium (12)
Loss of Fire Dispatching (Communication Network)	(15)	H&S	- update infrastructure/maintain existing system and build in redundancy	CS	<ul style="list-style-type: none"> - Planning for implementation of new infrastructure - get license from Industry Canada - 65% radio interconnects bebuild - 15% hardening of existing system - go live 	<ul style="list-style-type: none"> - ongoing - Q3 - ongoing - ongoing - ongoing 	Medium (10)

Risk Description	Initial Threat Assess.	Loss Category ^a	Mitigation Activities	Who ^b	Measurement	Status	Post Mitig. Risk Assess.
Inappropriate Office Space	High (15)	P/M		Space Committee	- Award contract - Architectural review - Space Plan - Implement recommendations	- Done - completed - completed - 2015	Medium (10)

^aLoss category codes:

- H/S = Personal Health and Safety Loss
- F = Financial Loss
- PI = Public Image Loss
- P/M = Productivity/Morale Loss

^bWho codes:

- HR = Human Resources Manager
- PW = Public Works Manager
- DS = Development Services Manager
- CS = Community Services Manager
- IS = Information Services Manager

Appendix C: Risk Management of Strategic Goals and Corporate Objectives

Appendix C provides background on the risks facing RDOS at a strategic level. Threats and opportunities were identified by the Districts Senior Management Team for each of the Regional Districts Corporate Objectives. The results for the can be found in Table 8.

Key Success Drivers (KSD's) were then analysed in terms of risk management. For each of the KSD's, risks were identified, cause and effect of the risks were listed and mitigation strategies determined. The risks were then analysed pre and post mitigation for probability and impact using the same criteria described above in Table 3 and 4 for the operational risks. The results in Table 9 show that all of the strategic risks are in the low to moderate category levels.

Table 9: 2015 Strategic Goals Risk Assessment			
KSD	Goal	Threat	Opportunity
KSD 1: High Performing Organization	1.1 To be an effective, fiscally responsible organization.	<ul style="list-style-type: none"> - poor decisions - dependence on grants - tax spikes due to lack of good planning - customer discontent due to underfunded services 	<ul style="list-style-type: none"> - better decisions - better public perception - introduce process mapping (i.e. Lean)
KSD 1: High Performing Organization	1.2 To be a healthy and safe organization.	<ul style="list-style-type: none"> - compromise employee safety due to lack of resources - increased costs for lost time, accidents, court costs - reactive mgt. philosophy - lost support by leadership for Safety Committee 	<ul style="list-style-type: none"> - savings on WCB Assessment - increased employee safety - adopt a proactive approach - helps attract employees - improved labour/management relations - more productive organization (more people at work)
KSD 1: Lead a High Performing Organization	1.3 To cultivate an organizational climate where innovation, customer focus, responsiveness and employee effectiveness are valued.	<ul style="list-style-type: none"> - Lack of employee feedback, participation - staff apathy - discontented staff - poor labour relations - loss of employee innovation and ingenuity - lost support by leadership for TCLI Committee 	<ul style="list-style-type: none"> - staff suggestions to improve service/ reduce costs - more opportunities for discovering efficiencies - increased communication - positive labour/management relations

Table 9: 2015 Strategic Goals Risk Assessment (continued)

KSD	Goal	Threat	Opportunity
KSD 2: Optimize Customer Experience	2.1 To implement a customer satisfaction program	<ul style="list-style-type: none"> - lack of direction - loss of credibility - lose touch with citizens - inefficient operations - lack of buy in and support 	<ul style="list-style-type: none"> - increased public support for programs - effective resource allocation - identify areas for improvement - measure effectiveness - increased communication and consultation
KSD 2: Optimize Customer Experience	2.2 To foster dynamic and effective community relationships.	<ul style="list-style-type: none"> - focus time on low-priority stakeholders - lack of response, focus, effort - divergent interests 	<ul style="list-style-type: none"> - achieve the best results for the least amount of resources - effective direction & efficient use of time - less red tape
KSD 2: Optimize Customer Experience	2.3 To elevate external communications.	<ul style="list-style-type: none"> - poorly informed citizens - unsuccessful programs - lack of cohesive and sustained approach to media relations 	<ul style="list-style-type: none"> - more informed citizens - focus on positive progress
KSD 2: Optimize Customer Experience	2.4 To meet public needs through the development and implementation of key services.	<ul style="list-style-type: none"> - lose touch with constituents - lack of clarity on jurisdiction - ability to respond quickly 	<ul style="list-style-type: none"> - increased support for programs - effective resource allocation/ capacity

Table 8: 2015 Strategic Goals Risk Assessment (continued)

KSD	Goal	Threat	Opportunity
KSD 3: Build a Sustainable Community	3.1 To develop a socially sustainable community.	<ul style="list-style-type: none"> - intolerant community - loss of quality of life - increased social problems - lose development - loss of volunteerism - failure to protect persons and property - older demographic 	<ul style="list-style-type: none"> - healthier community - safer community - greater active transportation networks - explore partnering opportunities to explore marketing
KSD 3: Build a Sustainable Community	3.2 To develop an economically sustainable community.	<ul style="list-style-type: none"> - declining economy - inability to deal with surprises/disasters - unfunded infrastructure - negative public perception - deteriorating quality of life - continuing cost of health care – Provincial downloading 	<ul style="list-style-type: none"> - take advantage of grants - stable tax levy - adequate funds for programs - ability to borrow - positive public perception - job creation - good for environment - affordable housing opportunities
KSD 3: Build a Sustainable Community	3.3 To develop an environmentally sustainable community.	<ul style="list-style-type: none"> - loss of environmentally sensitive lands/species - inefficient development - loss of grants - poor public perception - noncompliance with government standards - impact on water/air/land quality - low percentage of park space - public resistance to regulation 	<ul style="list-style-type: none"> - preservation/protection of env. sensitive lands, agriculture lands and other resources - improved quality of life - more infrastructure efficiency - access to more grants - well planned communities leaving the best environmental footprint - conservation fund concept

Table 9: 2015 Strategic Goals Risk Assessment (concluded)			
KSD	Goal	Threat	Opportunity
KSD 4 – Provide Governance and Oversight	4.1 To execute a well-defined strategic planning cycle and process.	<ul style="list-style-type: none"> - lack of Board support - inadequate SWOT - communication gap between Board and staff 	<ul style="list-style-type: none"> - effective delivery of Board goals - efficiency prioritization of work - increased staff engagement
KSD 4 – Provide Governance and Oversight	4.2 To encourage all member municipalities, electoral areas and Indian Bands to work together.	<ul style="list-style-type: none"> - poor relations with partners - less support from other levels of government 	<ul style="list-style-type: none"> - access to grants - goodwill - Increased positive relations with partners
KSD 4 – Provide Governance and Oversight	4.3 To promote Board and Chair effectiveness.	<ul style="list-style-type: none"> - lack of administrative leadership - staff complacency - parochialism 	<ul style="list-style-type: none"> - more informed decisions - better public perception - strong board/staff relations - better designed systems and tools to enhance discussion at the board table
KSD 4 – Provide Governance and Oversight	4.4 To develop a responsive, transparent, effective organization.		<ul style="list-style-type: none"> - better public perception

Table 10: Risk Analysis of Corporate Goals Risk Details 2015					Pre-Action				Post-Action				Mitigation and Risk Owners		
KSD Level	Goal	Threat/ Opportunity	Cause	Effect	Probability	Impact	Score	Category	Probability	Impact	Score		Responsible (Risk Owners)	Mitigation Actions	Status
1.1	To be an effective, fiscally responsible organization.	Unable to fulfill the corporate mission.	Lack of strong strategic direction, which will focus us on administrative, operational issues	Unsustainable, inconsistent decisions that minimize human and financial resources	L	L	4	F	L	L	3		CAO	Provide the Board a venue and opportunity for strategic planning with measurement tools to provide for oversight on direction given	
	To be an effective, fiscally responsible organization.	Fail to take advantage of economic spin-offs from Regional Hospital Tower and correctional facility	Amount of residential development/ services available	Lower than potential tax requisition	L	M	6	PI	L	M	6		CAO		
1.2	To be a healthy and safe organization.	Injury to an employee due to poor safety structure	Lack of process and oversight to comply with RDOS Worksafe Plan.	Higher rates of injury to employees	L	M	6	HS	L	L	4		HR	<ul style="list-style-type: none">• Develop a Safety Action Plan• Implement the 2015 Phase of the Plan.	
1.3	To cultivate an organizational climate where innovation, customer focus, responsiveness and employee effectiveness are valued.	Opportunity: Enhance employee engagement and improve customer service	To become a high performing organization.	Increased customer services; improved Labour relations, engaged employees and increased productivity.									CAO	<ul style="list-style-type: none">• Implement characteristics of high performing organizations• Measure progress with perception survey• Link results to Citizen 2016 Survey	
2.1	To implement the Customer Satisfaction Program.	Opportunity: Improve public service and citizen perception.	Improve services	Higher scores on the 2016 Citizen Survey									CAO	<ul style="list-style-type: none">• Conduct a biennial citizen survey.• Develop a plan to address issues.• Link citizen survey results to staff perception survey results	

KSD Level	Goal	Threat/ Opportunity	Cause	Effect	Probability	Impact	Score	Category	Probability	Impact	Score	Responsible (Risk Owners)	Mitigation Actions	Status
2.2	To foster dynamic and effective community relationships.	Enhanced Stakeholder Relations Program deferred to 2016	Budget decision	<ul style="list-style-type: none">• Failure to focus on high priority stakeholders• Reduction in Community Initiatives Program•	H	L	5	PM				CAO	Revisit in 2016	
2.3	To elevate external communications.	The planned review of key policies, procedures and standards is deferred.	Exceeded capacity box in CAO Office	<ul style="list-style-type: none">• Poorly informed citizens• Unsuccessful programs• Lack of cohesive and sustained approach to media relations	L	L	4	PI	L	L	4	DCO	Careful attention to workload	
2.4	To meet public needs through the development and implementation of key services.	Service requests are deferred or Service Establishment bylaws are left outdated	Lack of attention and regular maintenance Lack of clarity on jurisdiction	<ul style="list-style-type: none">• Reactive amendments• Delayed customer service• Non-conforming bylaws• Lose touch with constituents	L	L	4	PI	L	L	4	DCO	Develop a Bylaw Maintenance Program and priority schedule	
3.1	To develop a socially sustainable community.	Loss of community engagement and deteriorating quality of life.	No policy and procedure to develop sustainable communities.	<ul style="list-style-type: none">• Intolerant community• Loss of heritage resources• Lack of public transit• No improvement in healthy living• Outdated community plans• 911 Telecommunications Infrastructure is outdated and prone to failure	L	L	4	PI	L	L	4	CS	<ul style="list-style-type: none">• Participate in healthy communities initiative.• Implement 2014 phases of trails and parks acquisition and construction• Update community plans• Complete heritage and public transit strategies.	
3.2	To develop an economically sustainable community.	Lack of planning and financial reserves for aging infrastructure	Deficient budget process	<ul style="list-style-type: none">• Inability to deal with surprises/disasters• Emergency borrowing• Taxation spikes	L	M	6	F	L	L	4	F	<ul style="list-style-type: none">• Prudent financial policies and controls.• Maintain Tangible Capital Assets Plan	

KSD Level	Goal	Threat/ Opportunity	Cause	Effect	Probability	Impact	Score	Category	Probability	Impact	Score	Responsible (Risk Owners)	Mitigation Actions	Status
3.3	To develop an environmentally sustainable community.	Loss or damage to environmentally sensitive land, water or species.	Enforcement of environmental guidelines	<ul style="list-style-type: none">• Loss of environmentally sensitive lands• Inefficient development	M	M	9	PI	L	L	4	DS	<ul style="list-style-type: none">• Establish development guidelines• Implement the Climate Action Plan• Develop a biodiversity strategy• Reserve conservation lands acquisition	

KSD Level	Goal	Threat/ Opportunity	Cause	Effect	Probability	Impact	Score	Category	Probability	Impact	Score	Responsible (Risk Owners)	Mitigation Actions	Status
4.1	To execute a well-defined strategic planning cycle and process.	Lack of focus for human and financial resources.	<ul style="list-style-type: none">• Lack of Board support• Lack of buy-in• unplanned projects• exceeded capacity box	Poor allocation of resources; gap between Board & Staff expectations, decreased staff engagement, no prioritization of work, lack of alignment between corporate objectives and the budget.	L	H	8	PM	2	2	4	CAO	Implement strategic planning cycle.	
4.2	To encourage all member municipalities, electoral areas and Indian bands to work together.	Deteriorating relationships within the Region.	<ul style="list-style-type: none">• Lack of administrative leadership• Parochialism	<ul style="list-style-type: none">• Loss of opportunity for better relations• Deteriorating work relationships• Loss of economy of scale on projects• Less support from other levels of government	H	L	8	PI	3	1	3	CAO DCO	<ul style="list-style-type: none">• Community to community workshops and follow-up.• Regular Steering and Joint Council meetings	
4.3	To promote Board and Chair effectiveness.	<ul style="list-style-type: none">• Dysfunctional Board Relations• Poor decisions	<ul style="list-style-type: none">• No relationship building opportunities• Competing interests that aren't fully explored or discussed• Lack of administrative leadership• Parochialism	<ul style="list-style-type: none">• Poor decisions	L	L	4	PM	L	L	4	CAO	<ul style="list-style-type: none">• Board Orientation• Legislative Workshops• C2C Workshops• Follow the Board Decision-making policy and process	
4.4	To develop a responsive, transparent, effective organization.	<ul style="list-style-type: none">• Closer relationship with our citizens• Satisfied customers	<ul style="list-style-type: none">• Explore better electronic communication techniques• More interaction opportunities for Citizens	<ul style="list-style-type: none">• Better public perception										

Table 1. Register of Major Threats						
THREAT	PROB. ^a	IMPACT				May-15
		Health/ Safety ^b	Finan. ^c	Pub. Image ^d	Product./ Morale ^e	TOTAL ^f
	01-05	0-5	0-4	0-4	0-4	
Finance						
Financing						
(A) Cash management procedures (including remote facilities)	4	0	1	2	3	12
(B) Loss of property and time. (i.e. equipment)	4	0	1	2	3	12
(C) Reductions in revenue available to RDOS through less than anticipated grants	4	0	3	2	3	12
(D) Respond to legal liability (something insurance does not cover, Blackwell suit)	2	0	3	3	3	6
Audit						
(A) Qualified statement (higher borrowing costs)	2	0	3	2	3	6
Budgets						
(A) Budgets deficit by service	4	0	2	2	2	8
(B) Budget fluctuation due to Board philosophy on reserves	4	0	2	2	2	8
Legal Issues						
Statute and regulation amendments (change based on court case, change in code regs)	3	0	2	2	2	6
Loss of Statutory Documents	1	0	0	2	4	4
Policies not followed	4	0	2	2	2	8
Procedures not followed	3	2	1	0	2	6
Flawed or outdated bylaws	3	0	2	2	1	6
Tort and Common law duties of care – negligence, labour, employment practices, slip and fall	4	0	2	2	3	12
Criminal actions – Directors, staff, contractors	2	0	2	3	3	6
Board Policy Decisions (Board make policy decision that has legal implications)	1	0	3	3	2	3
Contract review – not complete or correct	4	0	3	2	3	12
Legal costs higher than anticipated	4	0	2	2	2	8
Inability to find documents (Responding FOI, multiple versions, cannot find documents)	4	0	2	2	3	12
FOI and PP						
(A) Proper disclosure (do not find all information when there is a request for it)	3	0	1	2	2	6
(B) Accidental release of private information	3	0	1	2	2	6
(C) Non-compliance in commissions and fire departments organizations	4	0	0	2	1	8
(D) Non-compliance with elected and alternate officials	3	0	2	2	1	6
Personnel						
Union strike	2	0	1	2	4	8
Improper disciplinary action						
(A) Improper dismissal lawsuit	2	1	2	2	2	4
(B) Grievances	4	0	1	1	2	8
Retention and Successorship of Key Positions	4	0	2	1	3	12
Fire Departments						
(A) Poor performance because of difficulty in providing oversight – differed to volunteers	5	0	2	2	2	10
(B) People getting injured. Difficulty ensuring safe work practices.	3	2	1	1	2	6
Staff getting injured.	4	2	1	1	2	8
Public safety at our Public Works facilities and external organizations.	3	2	2	2	2	6
Disease (pandemic few employees working)	1	5	2	3	4	5
Business continuity (loss of 101 Martin St)	1	0	3	3	4	4
IT						

Loss of Service						
(A) Phone landline	3	1	0	1	2	6
(B) Phone mobile	2	2	0	1	2	4
(C) Internet	3	1	1	1	4	12
(D) Electricity	3	1	2	1	4	12
Data						
(A) SAN not functioning	2	1	2	1	4	8
(B) Loss of data (disaster recovery)	3	1	2	1	2	6
Virus/Malware/Worms that pass IT security	4	1	2	2	2	8
Hacking/Intrusion	3	1	2	2	4	12
Network Connectivity (inside office)	3	1	2	1	4	12
Security of Mobile Devices	3	0	2	2	2	6
Servers malfunction	4	1	2	1	3	12
Community Services						
Force Majeure						
(A) Potential Major Emergency Threats as Identified in the Hazard Risk and Vulnerability Plan	4	5	2	4	4	20
Continuing functionality of organization during large emergency events	3	0	1	0	4	12
Parks and Trails and Rec Facilities						
(A) Lack of maintenance causing slip and falls	3	2	2	2	2	6
(B) Volunteer relationships (inability to deliver - loss of volunteers)	4	0	2	2	3	12
Non regulated alcohol in facilities rooms (fire halls)	5	4	3	4	3	20
Loss of Fire Dispatching (Communication Network)	3	5	2	3	1	15
Motorized/non-motorized trail use (interface injury)	4	0	0	2	1	8
Loss of primary 911 Communications	2	5	2	3	1	10
Water quality of public beaches	3	1	0	2	1	6
Public Works						
Sewer						
(A) Effluent not to testing standard	2	3	2	2	2	6
(B) Power Failure (include lift stations)	3	2	1	1	2	6
(C) Odour	2	0	0	2	2	4
Water						
(A) Inability to provide safe water (quantity and quality)	3	3	3	2	2	9
(B) Power Failure	3	0	1	1	2	6
(C) Sabotage	1	5	3	2	2	5
(D) Taking on failing water systems	2	3	3	1	2	6
Dam failure (RDOS)	1	4	4	3	3	4
Landfills						
(A) Contamination surrounding area	4	3	3	2	3	12
(B) Injuries from people unloading	4	2	1	2	2	8
(C) Fire at landfill	3	2	2	2	2	6
All Assets						
(A) Fire (structural)	2	3	3	2	3	6
(B) Theft and vandalism	4	1	2	2	2	8
(B) Graffiti	5	0	1	2	2	10
(C) Age/Maintenance (issues with old roof/plumbing/asbestos, financial can not pay for repairs, underground infrastructure, disruption of service etc.)	4	0	2	1	2	8
(D) Water damage to facilities	4	0	1	0	2	8
(E) Inappropriate Office Space (101 Martin St)	5	0	0	0	3	15
Development Services						
Planning						
(A) Failure to follow proper process as part of application.	4	0	1	2	1	8
(B) Give incorrect information to public regarding zoning, etc.	4	0	1	1	1	4

Building Inspection						
(A) Issue Building Permit without proper approvals (geotech, etc.)	3	2	2	1	1	6
(B) Building failure (collapse, etc.) after approved Building Permit	2	2	3	2	1	6
(C) Knowledge of occupancy without final approval	5	2	1	1	1	10
(D) Give incorrect information to public regarding zoning, etc.	4	0	1	1	1	4



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Thursday, August 6, 2015

12:30 pm

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

That the Agenda for the Regional District of Okanagan-Similkameen Board Meeting of August 6, 2015 be adopted.

1. Consent Agenda – Corporate Issues

a. Corporate Services Committee – July 16, 2015

THAT the Minutes of the July 16, 2015 Corporate Services Committee be received.

b. Community Services Committee – July 16, 2015

THAT the Minutes of the July 16, 2015 Community Services Committee be received.

c. Environment and Infrastructure Committee – July 16, 2015

THAT the Minutes of the July 16, 2015 Environment and Infrastructure Committee be received.

THAT the Regional District of Okanagan-Similkameen commence negotiations with BFI Canada to extend the Curbside Collection Contract to June 30, 2018.

d. Planning and Development Committee – July 16, 2015

THAT the Minutes of the July 16, 2015 Planning and Development Committee be received.

e. Protective Services Committee – July 16, 2015

THAT the Minutes of the July 16, 2015 Protective Services Committee be received.

f. RDOS Regular Board Meeting – July 16, 2015

THAT the minutes of the July 16, 2015 Regional District of Okanagan-Similkameen 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 Application - Electoral Area “A”, T. & R. Walker, 18932 Old Richter Pass Road, Osoyoos****i. Permit**

To allow for construction of a deer fence on the property

THAT the Board of Directors approve Development Variance Permit No. A2015.068-DVP.

b. Development Permit Application (Industrial) – Electoral Area “D”, Easy Lock Self Storage, Ltd.**i. Permit**

To construct a new storage building.

THAT the Board of Directors approve Development Permit No. D2015.072-IDP.

c. Development Variance Permit Application – Electoral Area “F”, R. & D. Gerk, 2501 Pinetree Place, Penticton**i. Permit**

To allow for an addition to the single detached dwelling.

THAT the Board of Directors approve Development Variance Permit No. F2015.063-DVP.

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

That the Consent Agenda – Development Services be adopted.

B. DEVELOPMENT SERVICES – Rural Land Use Matters**1. Official Community Plan and Zoning Bylaw Amendment – Electoral Area “A”****a. BL2450.06****b. BL2451.12**

To abandon bylaws pertaining to an inactive application

RECOMMENDATION 4 (Unweighted Rural Vote – Simple Majority)

THAT the Board of Directors rescind first, second and third readings of Bylaw No. 2450.06, 2013, Electoral Area “A” Official Community Plan Amendment Bylaw and Bylaw No. 2451.12, 2013, Electoral Area “A” Zoning Amendment Bylaw and abandon the bylaws.

- 2. Official Community Plan and Zoning Bylaw Amendment – Electoral Area “C”, R. & C Lawton, 5463 Highway 97**
- Bylaw No. 2452.15
 - Bylaw No. 2453.25
 - Responses Received

To rezone the property from commercial to residential in order to formalise the existing use.

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

THAT Bylaw No. 2452.15, 2015, Electoral Area “C” Official Community Plan Amendment Bylaw and Bylaw No. 2453.25, 2015, Electoral Area “C” Zoning Amendment Bylaw be read a first and second time and proceed to public hearing;

THAT the Board of Directors considers the process, as outlined in the report from the Chief Administrative Officer dated August 6, 2015, to be appropriate consultation for the purpose of Section 879 of the *Local Government Act*;

THAT, in accordance with Section 882 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 2452.15, 2015, in conjunction with its Financial and applicable Waste Management Plans;

RECOMMENDATION 6 (Unweighted Corporate Vote – Simple Majority)

THAT the holding of the public hearing be delegated to Director Schafer or delegate;

THAT staff schedule the date, time, and place of the public hearing in consultation with Director Schafer; and,

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

-
- 3. Land Use Contract Discharge and Termination; and OCP & Rezoning Bylaw Amendment – Electoral Area “D”**
- Bylaw No. 2603.05
 - Bylaw No. 2455.21
 - Bylaw No. 2455.22
 - Responses Received

To remove Land Use Contract (LUC) No. LU-3-D from those parcels comprised within the “Vintage Views” neighbourhood of Electoral Area “D-2”.

RECOMMENDATION 7 (Unweighted Corporate Vote – Simple Majority)

THAT the following bylaws be read a first and second time and proceed to a public hearing at the Board meeting of September 3, 2015:

- **Bylaw No. 2603.05, 2015, Electoral Area “D” Official Community Plan Amendment Bylaw,**

- **Bylaw No. 2455.21, 2015, Electoral Area “D” Vintage Views Land Use Contract Discharge and Zoning Amendment Bylaw; and**
- **Bylaw No. 2455.22, 2015, Electoral Area “D” Vintage Views Land Use Contract Termination and Zoning Amendment Bylaw.**

THAT the Board of Directors considers the process, as outlined in the report from the Chief Administrative Officer dated August 6, 2015, to be appropriate consultation for the purpose of Section 879 of the Local Government Act; and,

THAT, in accordance with Section 882 of the Local Government Act, the Board of Directors has considered Amendment Bylaw No. 2603.05, 2015, in conjunction with its Financial and applicable Waste Management Plans; and,

THAT the holding of the public hearing be delegated to Chair Pendergraft or delegate; and,

THAT staff give notice of the public hearing in accordance with the requirements of the Local Government Act.

C. COMMUNITY SERVICES – Rural Projects

- 1. License of Occupation – Kaleden Foreshore**
 - a. map

To renew the Licence of Occupation for the foreshore lands fronting Kaleden.

RECOMMENDATION 8 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors authorize the Chair and Chief Administrative Officer to execute the renewal License of Occupation from the Province for the term of 10 years over all that unsurveyed Crown foreshore being part of the bed of Skaha Lake and fronting on District Lots 105s and 3182s, SDYD and containing 6.3 hectares, more or less, for public recreation purposes.

D. FINANCE

- 1. Revenue Anticipation Borrowing Amendment Bylaw**
 - a. Bylaw No. 2681.01
 - b. Bylaw No. 2681

To facilitate the opening of an operating line of credit with Valley First Credit Union.

RECOMMENDATION 9 (Weighted Corporate Vote – 2/3)

THAT Bylaw No. 2681.01, 2015 Revenue Anticipation Borrowing Amendment Bylaw be read a first, second and third time and adopted.

2. Electoral Area “H” Community Facilities Capital Reserve Fund Expenditure Bylaw
a. Bylaw No. 2708

To provide funding for a high efficiency propane furnace for the Erris fire hall building.

RECOMMENDATION 10 (Weighted Corporate Vote – 2/3)

THAT Bylaw No. 2708, 2015, Electoral Area ‘H’ Community Facilities Capital Reserve Fund Expenditure Bylaw be read a first, second and third time and be adopted.

3. Request for Support - Valley First Challenge Penticton

To respond to the July 16, 2015 request from Challenge Penticton to sponsor the triathlon.

RECOMMENDATION 11 (Weighted Corporate Vote – Simple Majority)

THAT the Board of Directors deny the request for sponsorship of Challenge Penticton Triathlon events for 2015, 2016 and 2017.

E. OFFICE OF THE CAO

1. Alternate Approval Process for Naramata Fire Truck Acquisition Loan Authorization Bylaw

- a. Notice
- b. Form

To seek approval for alternative approval process notice and form

RECOMMENDATION 12 (Unweighted Corporate Vote – Simple Majority)

THAT the deadline for submitting elector response forms in relation to Bylaw No. 2698, 2015 to the Manager of Legislative Services is no later than 4:30 pm on September 21, 2015; and,

THAT the elector response form attached to the report of August 6, 2015 be the approved form for Bylaw No. 2698, 2015 alternative approval process; and

THAT the total number of eligible electors to which the alternative approval process applies is 1420; and,

THAT the number of elector responses required to prevent the bylaw from proceeding without a referendum is 142.

2. Alternate Approval Process for Naramata Water System Back-up Power Loan Authorization Bylaw

- a. Notice
- b. Form

To seek approval for alternative approval process notice and form

RECOMMENDATION 13 (Unweighted Corporate Vote – Simple Majority)

THAT the deadline for submitting elector response forms in relation to Bylaw No. 2696, 2015 to the Manager of Legislative Services is no later than 4:30 pm on September 21, 2015; and,

THAT the elector response form attached to the report of August 6, 2015 be the approved form for Bylaw No. 2696, 2015 alternative approval process; and

THAT the total number of eligible electors to which the alternative approval process applies is 1420; and,

THAT the number of elector responses required to prevent the bylaw from proceeding without a referendum is 142.

3. Temporary Change to a Liquor License – OK Falls Hotel

To allow for an extended service area during a bike rally.

RECOMMENDATION 14 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors advise the Liquor Control and Licensing Branch that it will not provide comment on the OK Falls Hotel application for a temporary extension of licenced area.

4. RDOS 50th Anniversary

To advise the Board of Directors of the planning already underway to celebrate the 50th anniversary of the RDOS.

5. Rural Broadband – request for letter of support

- a. July 20, 2015 letter from ABC Communications

To express support for ABC Communications' Rural Broadband project.

RECOMMENDATION 15 (Unweighted Corporate Vote – Simple Majority)

THAT the Regional District of Okanagan-Similkameen supports the application to Northern Development Initiative Trust from ABC Communications for a grant of up to \$2,510,685 for "The Future is now – ABC Communications deploys TD-LTE Rural Broadband Networks in British Columbia" from the Connecting British Columbia account.

6. Union of BC Municipalities Ministry Meetings**a. UBCM appointments**

To advise the Board of Directors of the various meeting requests for the upcoming UBCM conference

F. CAO REPORTS**1. Verbal Update**

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

2. Directors Motions

3. Board Members Verbal Update

H. ADJOURNMENT



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

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Corporate Services Committee

Thursday, July 16, 2015

10:30 a.m.

Minutes

MEMBERS PRESENT:

Chair M. Pendergraft, Electoral Area "A"
Vice Chair A. Jakubeit, City of Penticton
Director F. Armitage, Town of Princeton
Director M. Bauer, Village of Keremeos
Director T. Boot, District of Summerland
Director M. Brydon, Electoral Area "F"
Director G. Bush, Electoral Area "B"
Director E. Christensen, Electoral Area "G"
Director B. Coyne, Electoral Area "H"

Director R. Hovanes, Town of Oliver
Director H. Konanz, City of Penticton
Director K. Kozakevich, Electoral Area "E"
Director A. Martin, City of Penticton
Director S. McKortoff, Town of Osoyoos
Director T. Schafer, Electoral Area "C"
Director J. Sentes, City of Penticton
Director T. Siddon, Electoral Area "D"

MEMBERS ABSENT:

Director P. Waterman, District of Summerland

STAFF PRESENT:

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

S. Croteau, Manager of Finance

A. APPROVAL OF AGENDA

It was MOVED and SECONDED

THAT the agenda for the Corporate Services Committee Meeting of July 16, 2015 be adopted. - **CARRIED**

B. Budget Variance Report

The Manager of Finance reviewed the significant variations between the 2015 budget, actual financial position at June 30 and forecast to year-end.

C. Outstanding Board Action

The Committee reviewed the outstanding Board Action from previous Board meetings.

D. Second Quarter Activity Report

The Committee was advised of the activities that occurred in the second quarter of 2015 and the planned activities for the third quarter.

E. Corporate Action Plan

The Committee was advised of the status of the various action points of the 2015 Corporate Action Plan.

F. ADJOURNMENT

By consensus, the meeting adjourned at 11:04 a.m.

APPROVED:

CERTIFIED CORRECT:

M. Pendergraft
RDOS Board Chair

B. Newell
Corporate Officer



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REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Community Services Committee

Thursday, July 16, 2015

9:01 a.m.

Minutes

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"
Vice Chair R. Hovanes, Town of Oliver
Director F. Armitage, Town of Princeton
Director M. Bauer, Village of Keremeos
Director T. Boot, District of Summerland
Director M. Brydon, Electoral Area "F"
Director G. Bush, Electoral Area "B"
Director E. Christensen, Electoral Area "G"
Director B. Coyne, Electoral Area "H"

Director A. Jakubeit, City of Penticton
Director H. Konanz, City of Penticton
Director A. Martin, City of Penticton
Director S. McKortoff, Town of Osoyoos
Director M. Pendergraft, Electoral Area "A"
Director T. Schafer, Electoral Area "C"
Director J. Sentes, City of Penticton
Director T. Siddon, Electoral Area "D"

MEMBERS ABSENT:

Director P. Waterman, District of Summerland

STAFF PRESENT:

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

M. Woods, Manager of Community Services
L. Bourque, Rural Projects Coordinator

A. APPROVAL OF AGENDA

It was MOVED and SECONDED

THAT the agenda of the Community Services Committee meeting of July 16, 2015 be adopted. - **CARRIED**

B. Heritage Consultants

Denise Cook and James Burton discussed the Regional Heritage Strategic Plan.

C. Second Quarterly Activity Report – Community Services

The Committee was advised of the activities that occurred in the second quarter of 2015 and the planned activities for the third quarter.

D. ADJOURNMENT

By consensus, the Community Services Committee meeting of July 16, 2015 adjourned at 10:03 a.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
Community Services Committee Chair

B. Newell
Chief Administrative Officer



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REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, July 16, 2015

11:35 p.m.

Minutes

MEMBERS PRESENT:

Chair T. Siddon, Electoral Area "D"
Vice Chair K. Kozakevich, Electoral Area "E"
Director F. Armitage, Town of Princeton
Director M. Bauer, Village of Keremeos
Director T. Boot, District of Summerland
Director M. Brydon, Electoral Area "F"
Director G. Bush, Electoral Area "B"
Director E. Christensen, Electoral Area "G"
Director B. Coyne, Electoral Area "H"

Director R. Hovanes, Town of Oliver
Director A. Jakubeit, City of Penticton
Director H. Konanz, City of Penticton
Director A. Martin, City of Penticton
Director S. McKortoff, Town of Osoyoos
Director M. Pendergraft, Electoral Area "A"
Director T. Schafer, Electoral Area "C"
Director J. Sentes, City of Penticton

MEMBERS ABSENT:

Director P. Waterman, District of Summerland

STAFF PRESENT:

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

R. Huston, Manager of Public Works
C. Baughen, Solid Waste Mgmt. Coordinator

A. APPROVAL OF AGENDA

It was MOVED and SECONDED

THAT the agenda of the Environment and Infrastructure Committee meeting of July 16, 2015 be adopted. - **CARRIED**

By consensus, the Committee brought forward Item C Second Quarter Activity Report

C. Second Quarter Activity Report

The Committee was advised of the activities that occurred in the second quarter of 2015 and the planned activities for the third quarter.

B. Curbside Collection Contract

RECOMMENDATION 1

It was MOVED and SECONDED

THAT the RDOS commence negotiations with BFI Canada to extend the Curbside Collection Contract to June 30, 2018. - **CARRIED**

Opposed: Director Christensen

D. ADJOURNMENT

By consensus, the Environment and Infrastructure Committee meeting of July 16, 2015 adjourned at 12:12 p.m.

APPROVED:

CERTIFIED CORRECT:

T. Siddon
Environment and Infrastructure Committee Chair

B. Newell
Chief Administrative Officer



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REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Planning and Development Committee

Thursday, July 16, 2015

11:21 a.m.

Minutes

MEMBERS PRESENT:

Chair M. Brydon, Electoral Area "F"
Vice Chair G. Bush, Electoral Area "B"
Director F. Armitage, Town of Princeton
Director M. Bauer, Village of Keremeos
Director T. Boot, District of Summerland
Director E. Christensen, Electoral Area "G"
Director B. Coyne, Electoral Area "H"
Director R. Hovanes, Town of Oliver
Director A. Jakubeit, City of Penticton

Director K. Kozakevich, Electoral Area "E"
Director H. Konanz, City of Penticton
Director A. Martin, City of Penticton
Director S. McKortoff, Town of Osoyoos
Director M. Pendergraft, Electoral Area "A"
Director T. Schafer, Electoral Area "C"
Director J. Sentes, City of Penticton
Director T. Siddon, Electoral Area "D"

MEMBERS ABSENT:

Director P. Waterman, District of Summerland

STAFF PRESENT:

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

D. Butler, Manager of Development Services

A. APPROVAL OF AGENDA

It was MOVED and SECONDED

THAT the agenda of the Planning and Development Committee meeting of July 16, 2015 be adopted. - **CARRIED**

B. Second Quarter Activity Report

The Committee was advised of the activities that occurred in the second quarter of 2015 and the planned activities for the third quarter.

C. ADJOURNMENT

By consensus, the Planning and Development Committee meeting of July 16, 2015 adjourned at 11:34 a.m.

APPROVED:

CERTIFIED CORRECT:

M. Brydon
Planning and Development Committee Chair

B. Newell
Corporate Officer



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REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Protective Services Committee

Thursday, July 16, 2015

10:13 a.m.

Minutes

MEMBERS PRESENT:

Chair A. Jakubeit, City of Penticton
Vice Chair T. Schafer, Electoral Area "C"
Director F. Armitage, Town of Princeton
Director M. Bauer, Village of Keremeos
Director T. Boot, District of Summerland
Director M. Brydon, Electoral Area "F"
Director G. Bush, Electoral Area "B"
Director E. Christensen, Electoral Area "G"
Director B. Coyne, Electoral Area "H"

Director R. Hovanes, Town of Oliver
Director H. Konanz, City of Penticton
Director K. Kozakevich, Electoral Area "E"
Director A. Martin, City of Penticton
Director S. McKortoff, Town of Osoyoos
Director M. Pendergraft, Electoral Area "A"
Director J. Sentes, City of Penticton
Director T. Siddon, Electoral Area "D"

MEMBERS ABSENT:

Director P. Waterman, District of Summerland

STAFF PRESENT:

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

M. Woods, Manager of Community Services
D. Kronebusch, Protective Services Supervisor

A. APPROVAL OF AGENDA

It was MOVED and SECONDED

THAT the agenda of the Protective Services Committee meeting of July 16, 2015 be adopted. - **CARRIED**

B. Second Quarter Activity Report

The Committee was advised of the activities that occurred in the second quarter of 2015 and the planned activities for the third quarter.

C. ADJOURNMENT

By consensus, the Protective Services Committee meeting of July 16, 2015 adjourned at 10:31 a.m.

APPROVED:

CERTIFIED CORRECT:

A. Jakubeit
Protective Services Committee Chair

B. Newell
Chief Administrative Officer



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

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Minutes of the Board Meeting of the Regional District of Okanagan-Similkameen (RDOS) Board of Directors held at 1:00 p.m. Thursday, July 16, 2015 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

Chair M. Pendergraft, Electoral Area "A"
Vice Chair A. Jakubeit, City of Penticton
Director F. Armitage, Town of Princeton
Director M. Bauer, Village of Keremeos
Director T. Boot, District of Summerland
Director M. Brydon, Electoral Area "F"
Director G. Bush, Electoral Area "B"
Director E. Christensen, Electoral Area "G"
Director B. Coyne, Electoral Area "H"

Director R. Hovanes, Town of Oliver
Director H. Konanz, City of Penticton
Director K. Kozakevich, Electoral Area "E"
Director A. Martin, City of Penticton
Director S. McKortoff, Town of Osoyoos
Director T. Schafer, Electoral Area "C"
Director J. Sentes, City of Penticton
Director T. Siddon, Electoral Area "D"

MEMBERS ABSENT:

Director P. Waterman, District of Summerland

STAFF PRESENT:

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

D. Butler, Manager of Development Services
S. Croteau, Manager of Finance

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 16, 2015 be adopted. - **CARRIED**

1. Consent Agenda – Corporate Issues

- a. Corporate Services Committee – July 16, 2015
THAT the Minutes of the July 16, 2015 Corporate Services Committee be received.
- b. RDOS Regular Board Meeting – July 16, 2015
THAT the minutes of the July 16, 2015 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. Valley First Challenge Penticton**

Kevin Cutjar and Michael Brown addressed the Board regarding sponsorship of Challenge Penticton Triathlon events for 2015, 2016 and 2017.

- a. PowerPoint Presentation
-

C. DEVELOPMENT SERVICES – Rural Land Use Matters**1. Official Community Plan and Zoning Bylaw Amendment — Electoral Area “C”, L. Bray/Parkbridge Lifestyle Communities Inc, 8487 Highway 97**

- a. Bylaw No. 2452.14
- b. Bylaw No. 2453.24

To adjust the zone boundary between the CT4 and RSM1 zoned parts of the property and to introduce cabins as a permitted form of campground use.

RECOMMENDATION 3 (Unweighted Participant Vote – Simple Majority)**It was MOVED and SECONDED**

THAT Bylaw No. 2452.14, 2015, Electoral Area “C” Official Community Plan Amendment Bylaw and Bylaw No. 2453.24, 2015, Electoral Area “C” Zoning Amendment Bylaw be adopted. - **CARRIED**

2. Temporary Use Permit Application — Electoral Area “E”, D. Minchau, 780 Languedoc Road, Naramata

- a. Permit
- b. Responses Received

To allow for the operation of a short-term vacation rental use.

RECOMMENDATION 4 (Unweighted Participant Vote – Simple Majority)**It was MOVED and SECONDED**

THAT the Board of Directors approve Temporary Use Permit No. E2015.028-TUP;

AND THAT prior to the issuance of TUP No. E2015.028-TUP for the use of the property at 780 Languedoc Road (Lot B, Plan KAP90206, District Lot 211, SDYD), for the purposes of a vacation rental, the following works be undertaken to the existing single detached dwelling:

- all window egresses from a bedroom shall be a minimum opening of 380 millimetres and a minimum size of 0.35 m²;
- a carbon monoxide detector shall be installed in all bedrooms where there is a wood burning fireplace;
- all smoke alarms shall be in good operating order and properly powered; and
- that all exterior decks and stairs are properly guarded (i.e. required posts and/or rail guards are installed and/or replaced).

CARRIED

-
3. Temporary Use Permit Application — Electoral Area “E”, HollyHock Trust, 4245 Mill Road, Naramata
- a. Permit
 - b. Responses Received

To allow for the operation of a “tourist accommodation guest house”

RECOMMENDATION 5 (Unweighted Participant Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors approve Temporary Use Permit No. E2015.030-TUP;

AND THAT prior to the issuance of TUP No. E2015.030-TUP, the property owner(s) remove the kitchen unit, in accordance with the requirements of the Regional District’s “Requirements for Decommissioning a Dwelling” Policy, from the accessory structure located on the subject property. - **CARRIED**

4. Temporary Use Permit Application — Electoral Area “E”, L. Partone, 3985 1st Street, Naramata
- a. Permit
 - b. Responses Received

To allow for the operation of a short-term vacation rental use.

RECOMMENDATION 6 (Unweighted Participant Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors approve Temporary Use Permit No. E2015.031-TUP;

AND THAT prior to the issuance of TUP No. E2015.031-TUP, the property owner submits an assessment from a registered onsite wastewater practitioner (ROWP) confirming the ability of the septic system to function as designed if covered in paving stones and used as a vehicle parking space. - **CARRIED**

5. Temporary Use Permit Application — Electoral Area “E”, T. Schuyler Lighthall, 360 Gladys Avenue, Naramata
- a. Permit
 - b. Responses Received

To allow for the operation of a short-term vacation rental use.

RECOMMENDATION 7 (Unweighted Participant Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors approve Temporary Use Permit No. E2015.041-TUP. - **CARRIED**

D. ENGINEERING SERVICES**1. West Bench Pumphouse Decommissioning Award****RECOMMENDATION 8 (Weighted Corporate Vote – Simple Majority)****It was MOVED and SECONDED**

THAT the Board of Directors receive and approve the July 14, 2015 tender evaluation report and recommendations for award of the “West Bench Pumphouse Decommissioning” tender from Stantec Consulting as attached to the report from CAO Newell dated July 16, 2015; and,

THAT the Board of Directors award the “West Bench Pumphouse Decommissioning” project to Grizzly Excavating Ltd. in the amount of \$123,000.00 *plus applicable taxes*; and,

THAT the Board of Directors authorize the Chair and Chief Administrative Officer to execute the construction contract agreement. – **CARRIED**

2. Oliver Landfill Access – Crown Land Tenure Application**RECOMMENDATION 9 (Unweighted Corporate Vote – Simple Majority)****It was MOVED and SECONDED**

THAT the Board endorses the Crown Land Tenure Application for access over Crown land. - **CARRIED**

E. COMMUNITY SERVICES – Rural Projects**1. Regional Heritage Strategic Plan****RECOMMENDATION 10 (Unweighted Corporate Vote – Simple Majority)****It was MOVED and SECONDED**

THAT the matter of the Regional Heritage Strategic Plan be deferred until all outstanding issues are resolved. - **CARRIED**

F. OFFICE OF THE CAO

1. Board Policies
 - a. Media Relations (for repeal)
 - b. Communications
 - c. Board Correspondence

RECOMMENDATION 11 (Unweighted Corporate Vote – Simple Majority)**It was MOVED and SECONDED**

THAT the Board of Directors rescind Media Relations policy – P0100-00.07 and adopt the proposed Communications Policy and Board Correspondence Policy as presented at Committee July 2, 2015. - **CARRIED**

2. Electoral Area “G” Advisory Planning Commission Appointment

RECOMMENDATION 12 (Unweighted Corporate Vote – Simple Majority)**It was MOVED and SECONDED**

THAT the Board of Directors appoint Beverley Fraser as a member of the Electoral Area “G” Advisory Planning Commission for a term ending November 30, 2018. - **CARRIED**

3. Electoral Area “E” Parks and Recreation Commission Appointment

RECOMMENDATION 13 (Unweighted Corporate Vote – Simple Majority)**It was MOVED and SECONDED**

THAT the Board rescind the appointment Tracey Stel to the Electoral Area “E” Parks and Recreation Commission;

AND THAT a letter be forwarded to Ms. Stel thanking her for her contribution to the Electoral Area “E” Parks and Recreation Commission. - **CARRIED**

4. Electoral Area “H” Noise Control Bylaw
 - a. Bylaw No. 2692

A bylaw to repeal Noise Control Bylaws in Electoral Area “H”

RECOMMENDATION 14 (Unweighted Corporate Vote – Simple Majority)**It was MOVED and SECONDED**

THAT Electoral Area “H” Noise Control Repeal Bylaw No. 2692, 2015, be read a first, second and third time and be forwarded to the Inspector of Municipalities for approval. - **DEFEATED**

Opposed: Directors Armitage, Konanz, Schafer, Hovanes, McKortoff, Sentes, Jakubeit, Brydon, Boot, Kozakevich, Bauer, Bush, Siddon, Martin

-
5. Princeton Fire Protection Service Area Amendment Bylaw No. 2700, 2015
a. Bylaw No. 2700

A bylaw to include a property in the Princeton Fire Protection Service

RECOMMENDATION 15 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw 2700, 2015 Princeton Fire Prevention and Suppression Local Service Establishment Amendment Bylaw be read a first, second and third time and adopted. - **CARRIED**

6. Naramata Fire Protection Service Area Amendment Bylaw No. 2703, 2015
a. Bylaw No. 2703

A bylaw to include a property in the Naramata Fire Protection Service

RECOMMENDATION 16 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw 2703, 2015 Naramata Fire Prevention and Suppression Local Service Establishment Amendment Bylaw be read a first, second and third time and adopted. - **CARRIED**

7. Tulameen Fire Truck Acquisition Loan Authorization Bylaw
a. Bylaw No. 2704

A bylaw to authorize the long-term borrowing for the acquisition of a Fire Truck for the Tulameen Fire Prevention and Suppression Service Area

RECOMMENDATION 17 (Weighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT Tulameen Fire Truck Acquisition Loan Authorization Bylaw No. 2704, 2015 be read a first, second and third time and be forwarded to the Inspector of Municipalities for Ministry approval prior to electoral approval; and,

THAT the Board of Directors authorize that elector approval for the adoption of the bylaw be obtained through an alternative approval process. - **CARRIED**

8. Electoral Area “E” Tourism Contribution Service Establishment Bylaw No. 2705, 2015
- a. Bylaw No. 2705

A bylaw to establish a service for the provision of funds for the promotion of Tourism in Electoral Area “E”

The Director for Electoral Area “E” advised that the service should be more encompassing to enable provision of funds for those non-profit community groups who administer community aid assistance. The bylaw was adjusted to reflect the addition of Community Services Contribution prior to being put on the floor and was given three readings with the additional phrasing included.

RECOMMENDATION 18 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT Electoral Area “E” Tourism and Community Services Contribution Service Establishment Bylaw No. 2705, 2015 be read a first, second and third time and forwarded to the Inspector of Municipalities for approval, prior to elector approval; and further,

THAT the Board of Directors authorize that elector approval for the adoption of the bylaw be obtained through an alternative approval process. - **CARRIED**

Opposed: Director Christensen

9. Okanagan Falls Parks and Recreation Parkland Acquisition Agreements
a. Bylaw No. 2707

A bylaw to authorize the expenditure of monies from the 'Okanagan Falls and District Parkland Acquisition Reserve Fund' and the 'Area D Parkland Acquisition Reserve Fund' and the 'Okanagan Falls Recreation Commission Capital Reserve Fund' for the purchase of parkland in Heritage Hills

RECOMMENDATION 19 (Weighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors authorize the purchase of 0.93 acres, more or less, described as P.I.D. 018-480-918, Lot 1, DL 2710, SDYD, Plan KAP50897 Except Plans KAP51161, KAP52868, KAP86678 and KAP91225 for an amount of no more than \$400,000, and identified in Schedule A as "Area 1"; and,

THAT the Board accept the donation of parkland from VINTAGE VIEWS DEVELOPMENTS LTD., subject to the conditions set forth in the Purchase/Donation Agreement, and described in Schedule A as "Area 2" comprising 3.4 acres, more or less; and,

THAT the Board enter into a Lease Agreement with VINTAGE VIEWS DEVELOPMENTS LTD. For a parcel of land described in Schedule A as "Lot 5" comprising 0.38 acres, more or less; and

THAT the Board authorizes the Chair and the Chief Administrative Officer to endorse the aforementioned Agreements; and,

THAT the Board amend the Five-Year Financial Plan to include a property purchase within the Okanagan Falls & District Parks and Recreation Service Area in the 2015 Budget; and,

THAT the Board authorize a receipt in favour of the charitable donation offered by Vintage in an amount determined by a qualified appraiser as the amount between the appraised value of the land the amount paid for the lands and improvements, less RDOS costs. - **CARRIED**

RECOMMENDATION 20 (Weighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2707, 2015, Heritage Hills Parkland Acquisition Reserve Funds Expenditure Bylaw be read a first, second and third time and be adopted. - **CARRIED**

G. CAO REPORTS

1. Verbal Update
 - Referrals Working Group
 - ALC visit – Frank Leonard
-

H. OTHER BUSINESS

1. Chair's Report

2. Board Representation

- a. Municipal Finance Authority (MFA) - *Pendergraft*
 - b. Okanagan Basin Water Board (OBWB) – *McKortoff, Martin, Waterman*
 - i. [report](#)
 - c. Okanagan-Kootenay Sterile Insect Release Board (SIR) – *Bush*
 - i. [report](#)
 - d. Okanagan Regional Library (ORL) - *Kozakevich*
 - e. Okanagan Film Commission (OFC) - *Jakubeit*
 - f. Southern Interior Beetle Action Coalition (SIBAC) - *Armitage*
 - g. Southern Interior Municipal Employers Association (SIMEA) - *Kozakevich*
 - h. Southern Interior Local Government Association (SILGA) – *Konanz*
 - i. Starling Control - *Bush*
 - j. UBC Water Chair Advisory Committee - *Bauer*
-

3. Directors Motions

4. Board Members Verbal Update

I. ADJOURNMENT

By consensus, the meeting adjourned at 3:05 p.m.

APPROVED:

CERTIFIED CORRECT:

M. Pendergraft
RDOS Board Chair

B. Newell
Corporate Officer

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Development Variance Permit Application — Electoral Area “A”

Administrative Recommendation:

THAT the Board of Directors approve Development Variance Permit No. A2015.068-DVP

Purpose: To allow for the construction of a deer fence on the property.

Owners: Terry & Rosalie Walker

Agent: N/A

Folio: A-04963.240

Civic: 18932 Old Richter Pass Rd., Osoyoos

Legal: Lot 24, DL 3197, SDYD, Plan 34951

Zone: Small Holdings Two (SH2)

Requested Variance: To increase the maximum height of a fence from 1.8 metres to 2.4 metres

Proposed Development:

This application seeks to increase the maximum height of a fence from 1.8 meters to 2.4 meters in order to allow for the construction of a deer fence on the property. The proposed fence would consist of treated posts and wire mesh along the north and west sides of the property (with the exception of areas adjacent to the pond and aspen, which would use wrought iron), and wrought iron along the south side (front parcel line) of the property. A wrought iron gate of the same height would also be placed on the front of the property at the entrance to the lot.

Site Context:

The subject parcel is 2.3 hectares (ha) in area, and is located on the north side of Old Richter Pass Road at the western end of the road. Surrounding uses are similar rural residential to the north, east, and south, and resource area to the west.

Background:

The subject property was created by a subdivision deposited in the Land Title office on September 12, 1984. There have been no building permits issued for this site.

Under the Osoyoos Rural Electoral Area “A” Zoning Bylaw No. 2451, 2008, the subject property is zoned Small Holdings Two (SH2). Fence height provisions are contained within Section 7.8 of the Zoning Bylaw. Section 7.8.2(a) indicates that fences in the SH2 zone may be up to 1.8 metres in height. Section 7.8.4 indicates that “deer fences are not limited in height in the RA, AG1, AG2 and LH zones, provided such fences are constructed of material that permit visibility, such as wire mesh”. As this property is designated as SH2, the zoning restricts the height of the fence to 1.8 metres in height.

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted until 12:00 noon on Thursday July 30, 2015.

Alternatives:

1. THAT the Board of Directors deny Development Permit No. A2015.068-DVP; OR
2. THAT the Board of Directors defers making a decision and directs that the proposal be considered by the Electoral Area "A" Advisory Planning Commission (APC).

Analysis:

When assessing variance requests, a number of factors are generally taken into account. These include the intent of the zoning; the presence of any potential limiting physical features on the subject property; established streetscape characteristics; and whether the proposed development will have a detrimental impact upon the amenity of the area and/or adjoining uses.

The applicants are proposing to construct the deer fence as they have plans to plant ground crops and to actively farm their property and wish to prevent deer from entering their lot. Other rural zones (with the exception of small holdings) do not limit the height of deer fences, provided that they permit visibility. The materials and design of the proposed fence would allow for visibility, with the use of wrought iron along the front of the lot permitting visibility while providing greater aesthetic appeal than the standard woven wire and wood post design.

In considering this proposal, Administration recognizes that the neighbouring property to the east has an existing 8 foot (2.4 metre) deer fence as well as an 8 foot wrought iron gate at the entrance to the property. The proposed deer fence would be identical to the existing deer fence on the neighbouring property along the north and west sides of the subject property, with the exception of areas adjacent to the pond and aspen which would use wrought iron. The use of wrought iron in these portions is consistent with the recommendation to avoid treated wood products in these areas, as per the Environmental Assessment prepared by John Grods, R.P.Bio, of Makonis Consulting Ltd. submitted as part of an Environmentally Sensitive Development Permit (ESDP) application for this property. The proposed wrought iron gate would also be identical to that of the neighbouring property.


Given the existing deer fence on the neighbouring property and the use of materials and design that permit visibility, it is not anticipated that the proposed increase in the maximum height of a fence from 1.8 meters to 2.4 meters in order to allow for the construction of a deer fence on the property will adversely impact upon the amenity of the area and/or adjoining uses.

Respectfully submitted:

S. Lightfoot
Planning Technician

Endorsed by:

C. Garrish
Planning Supervisor

Endorsed by:

D. Butler
Development Services Manager

Attachments: No. 1 – Applicant's Examples
No. 2 – Street View of adjacent fence and gate

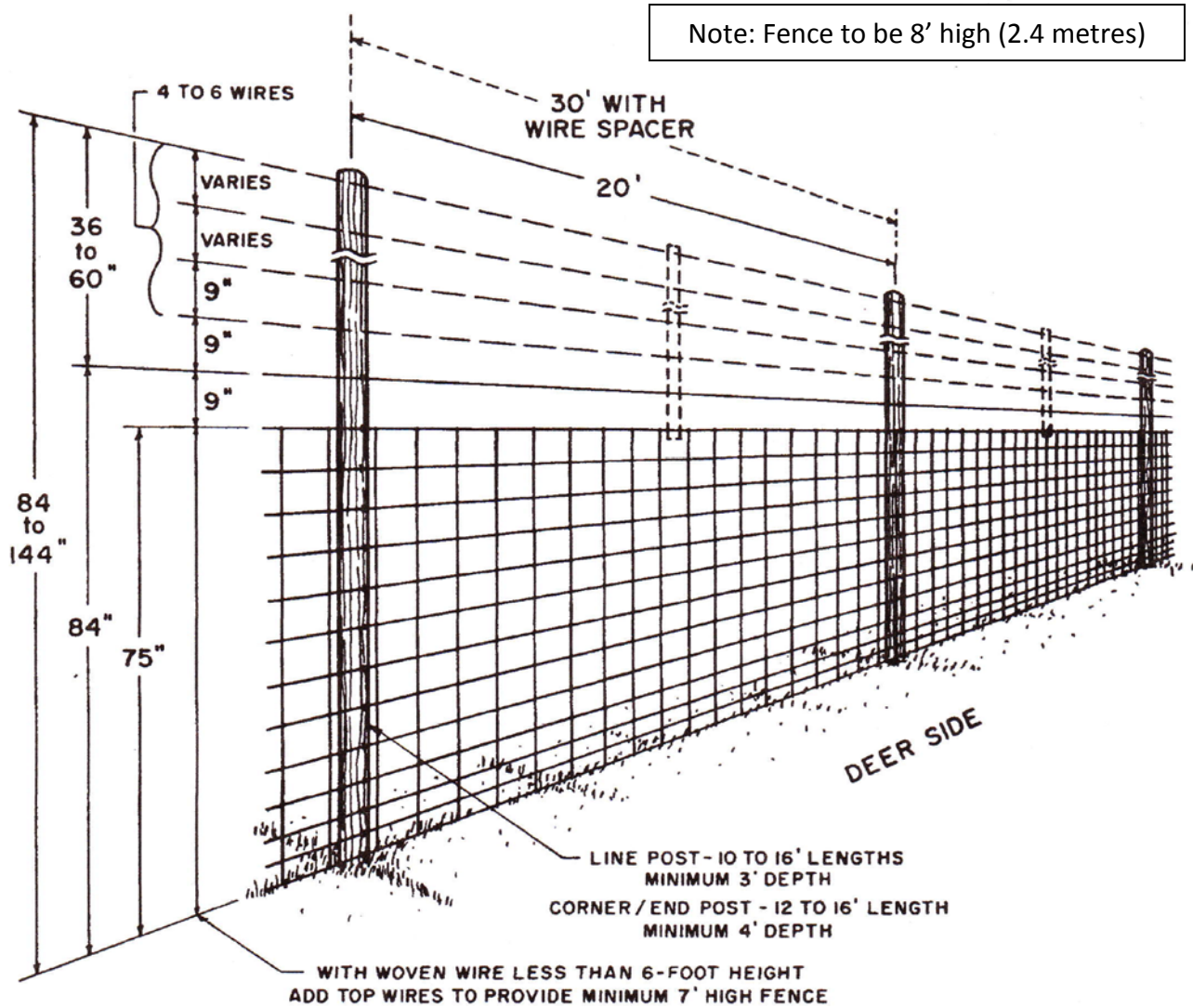


FIGURE 5. 7 to 12' High Tensile Woven and Smooth Wire Non-Electric Deer Fence



Wrought iron fence

Attachment No. 2 – Street View of adjacent fence and gate





Development Variance Permit

FILE NO.: A2015.068-DVP

TO: Terry & Rosalie Walker

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' and 'B' 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: Lot 24, District Lot 3197, SDYD, Plan 34951

Civic Address: 18932 Old Richter Pass Road, Osoyoos, BC

Parcel Identifier (PID): 002-914-999 Folio: 714 04963.240

CONDITIONS OF DEVELOPMENT

6. The maximum height of a fence in the Small Holdings Two (SH2) Zone, and as prescribed at Section 7.8.2(a) of the Electoral Area "A" Osoyoos Rural Zoning Bylaw No. 2451, 2008, in the Regional District of Okanagan-Similkameen, is varied as follows:
 - i) from: 1.8 metres
 - to: 2.4 metres, provided such fence is constructed of materials that permit visibility, such as wire mesh or wrought iron, for the area shown on Schedule 'B'.

7. **COVENANT REQUIREMENTS**

- a) Not Applicable

8. **SECURITY REQUIREMENTS**

- a) Not Applicable

9. **EXPIRY OF PERMIT**

The development shall be carried out according to the following schedule:

- (a) In accordance with Section 926 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 _____, 2015.

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

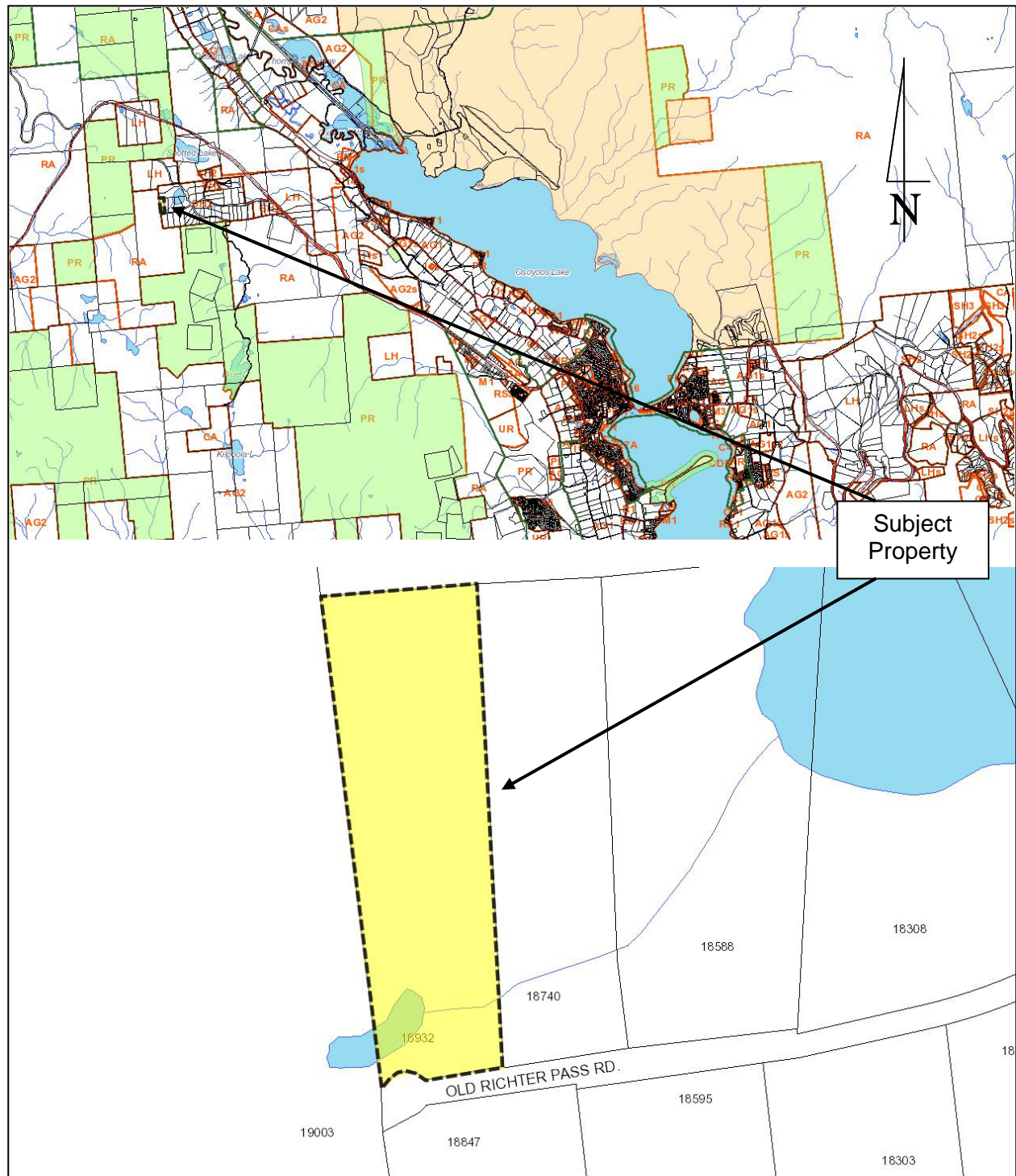
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. A2015-068-DVP

Schedule 'A'



Development Variance Permit No. A2015.068-DVP

Page 3 of 4

Regional District of Okanagan-Similkameen

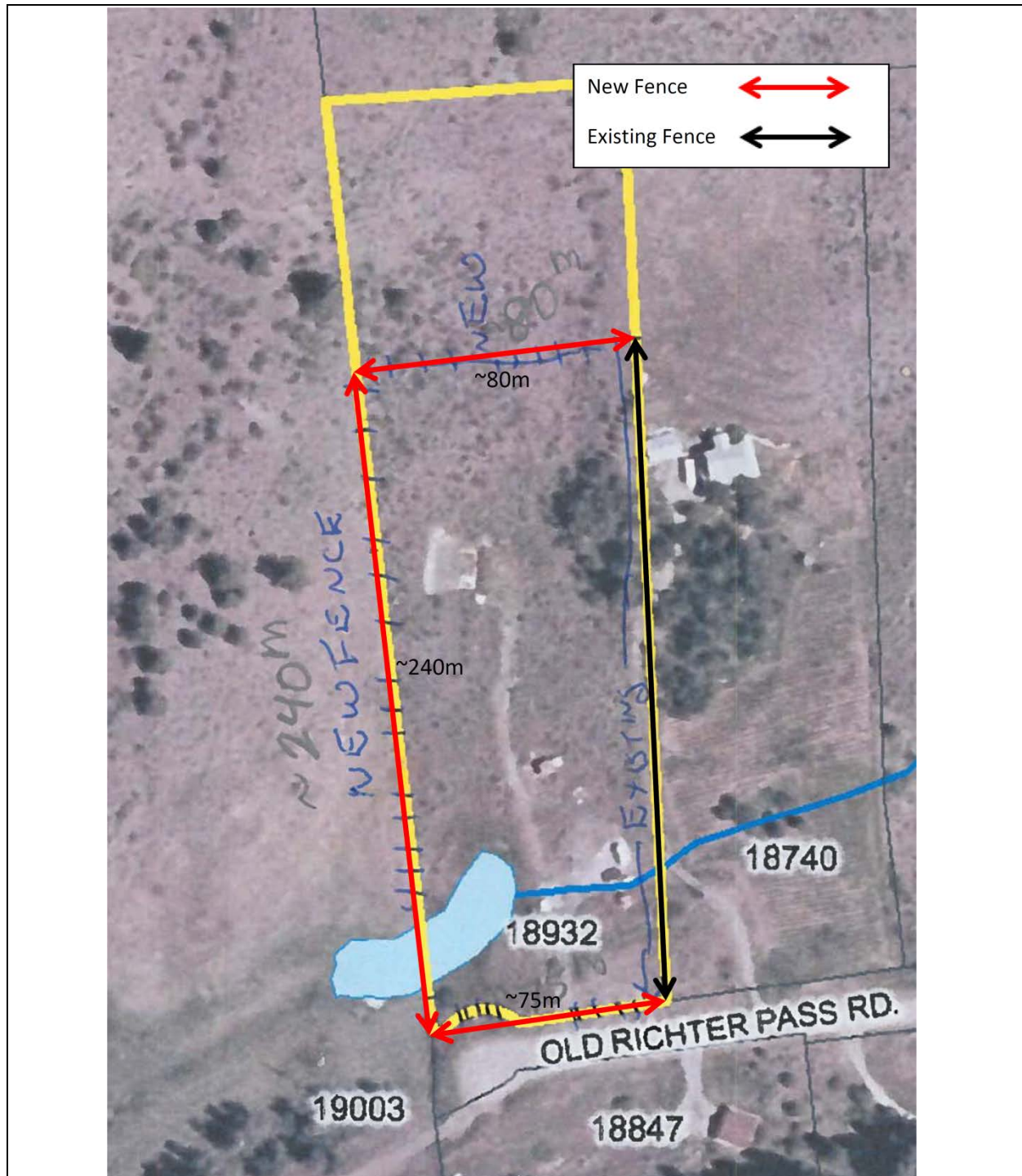
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. A2015-068-DVP

Schedule 'B'



Development Variance Permit No. A2015.068-DVP

Page 4 of 4

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Development Permit Application (Industrial) — Electoral Area “D”

Administrative Recommendation:

THAT the Board of Directors approve Development Permit No. D2015.072-IDP.

Purpose: To construct a new storage building.

Owner: Easy Lock Self Storage Ltd.

Agent: Shawn Robinson

Folio: D-06809.100

Civic: 1964 Oliver Ranch Rd., Okanagan Falls

Legal: Lot 1, DL 2710, SDYD, Plan 31991

OCP: Industrial (I)

Zone: Industrial (Light) One (I1)

Proposed Development:

This application is for a form and character development permit related to the Industrial Development Permit Area as outlined in Section 24.7 of the Electoral Area “D” East Skaha, Vaseux Official Community Plan (OCP) Bylaw No. 2603, 2013.

The property owners are proposing to construct a new storage building on the subject property. Specifically, the new building is to be approximately 15.24 metres by 25.3 metres in size and approximately 5.76 metres in height. The building will house storage units ranging in size from 5’ x 5’ to 10’ x 30’.

Site Context:

The subject property is approximately 2.1 ha in size, situated on the west side of Oliver Ranch Road in Okanagan Falls.

The property currently is being used for storage purposes and has two existing storage buildings, a warehouse building and an office/caretaker suite. The existing storage buildings were constructed in 2011 and 2013, and the warehouse building in 2012. A building permit was issued for an alteration to the office/caretaker suite building in 1989. The subject property is within the OK Falls Fire Protection area.

Neighbouring properties are characterized as small holdings to the south, agricultural to the east, and industrial to the north east.

Background:

Under the Electoral Area “D” East Skaha, Vaseux Zoning Bylaw No. 2455, 2008, the property is zoned Industrial (Light) One Zone (I1).

Under the Electoral Area “D” East Skaha, Vaseux Official Community Plan Bylaw No. 2603, 2013, the subject property has been designated as Industrial (I) and is also situated within the Industrial Development Permit Area.

The Industrial Development Permit has two main objectives: one is to ensure future development revitalizes and enhances industrial activity through the promotion of attractive design that meets the needs of the industry; and two, the protection of the Okanagan Falls aquifer.

Public Process:

Where no variances have been requested, the Regional District does not provide notification of the Development Permit.

Alternative:

1. THAT the Board of Directors deny Development Permit No. D2015.072-IDP.
2. That the Board of Directors defers making a decision and directs that the proposal first be reviewed by the Electoral Area “D” Advisory Planning Commission (APC).

Analysis:

The OCP guidelines for an Industrial Development Permit area encourage new development that helps to revitalize and enhance industrial activity with the promotion of attractive design that meets the needs of industry and is compatible with surrounding developments.

The Development Permit area is also identified to be part of the Aquifer Protection area delineated in the *Source Water Assessment and Protection Plan for Okanagan Fall Irrigation District*. Care must be taken in the storage, handling, manufacturing and use of products to avoid contamination of the underlying aquifer.

The Form and Character guidelines in OCP provide design features for buildings, parking and access, and landscaping and screening and are assessed below:

Building and Structures

Building should be finished in painted metal, wood or textured concrete and buildings should be finished consistently on all elevations.

- In this case, the building is proposed to have metal roofing and siding with consistent appearance and colour on all elevations.

Parking and Access

In addition to the parking requirements set in the Electoral Area “D-2” Zoning Bylaw, parking should also avoid large areas and should be broken into smaller groups divided by and surrounded by landscaping. Loading areas should be located away from street frontages and buffered from public view.

- In this case, the parking areas indicated on the site plan are broken into smaller groups on the property.

Landscaping and Screening

Landscaping should present a pleasing street image, provide definition for pedestrian corridors, soften the transition between adjacent land uses, and create focal points into and out of the site. Landscaping should be of substantial proportion to ensure compatible transition to abutting residential and other users. The scale and location should complement the scale and massing of buildings and the selection of plant materials should be based on drought tolerance and indigenous species. Supplementary screening should also be provided for outdoor storage, waste containers, heating and cooling equipment and other service areas.

- In this case, landscaping is not required for the permit due to the topography of the site. The eastern property line is a bank, with the road being situated higher than the proposed building. While Administration considered requiring landscaping, it was determined that it would not present a pleasing street image as it would not be visible from the road. There are a number of existing trees on the property that act as focal points.

Aquifer Protection

All applications for an Industrial Development Permit should be accompanied by a report certified by a Professional Engineer or Geoscientist registered in BC and experienced in hydrogeological investigations if the proposed development will include any of the purposes or activities listed in Schedule 2 of the *Contaminated Sites Regulation* (BC Reg 375/96), as amended. The purpose of the report is to ensure that hazardous materials storage and handling procedures, facility design and operation will not compromise the integrity of the underlying aquifer.

- In this case, a report was not required, as the applicant indicated in correspondence dated July 16, 2015, that "the proposed development of which we are applying for a building permit at 1964 Oliver Ranch Rd. in Okanagan Falls will not include any of the purposes or activities listed in Schedule 2 of the *Contaminated Sites Regulation* (BC Reg 375/96), as amended."

In summary, Administration is satisfied that the objectives and guidelines outlined in the Industrial Development Permit as outlined in Section 24.7 of the Electoral Area "D" East Skaha, Vaseux Official Community Plan (OCP) Bylaw No. 2603, 2013 have been met.

Respectfully submitted:



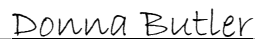
S. Lightfoot, Planning Technician

Endorsed By



C. Garrish, Planning Supervisor

Endorsed By



D. Butler, Manager Development Services



Development Permit

Industrial

FILE NO.: D2015.072-IDP

Owner: Easy Lock Self Storage Ltd.

Agent: Shawn Robinson

GENERAL CONDITIONS

1. This Development Permit is amended subject to compliance with all of the bylaws of the Regional District 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 Permit is not a Building Permit.

APPLICABILITY

5. This Development Permit applies to, and only to, those lands, including any and all buildings, structures and other development thereon, within the Regional District as shown on Schedules 'A', 'B', 'C', and 'D', and as described below:

Legal Description: Lot 1, District Lot 2710, SDYD, Plan 31991

Civic Address: 1964 Oliver Ranch Road, Okanagan Falls

Parcel Identifier (PID): 003-551-652 Folio: D-06809.100

CONDITIONS OF DEVELOPMENT

6. In accordance with Section 24.7 of the Electoral Area "D" Official Community Plan Bylaw No. 2603, 2013, the land specified in Section 5 may be developed in accordance with the following conditions:
 - a) That the proposed storage building is constructed in accordance with the plans attached as Schedule 'A', 'B', 'C', and 'D'

7. **COVENANT REQUIREMENTS**

- a) Not required.

8. **SECURITY REQUIREMENTS**

- a) Not required.

9. **EXPIRY OF PERMIT**

The development shall be carried out according to the following schedule:

- a) In accordance with Section 926 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 amended 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 _____, 2015.

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

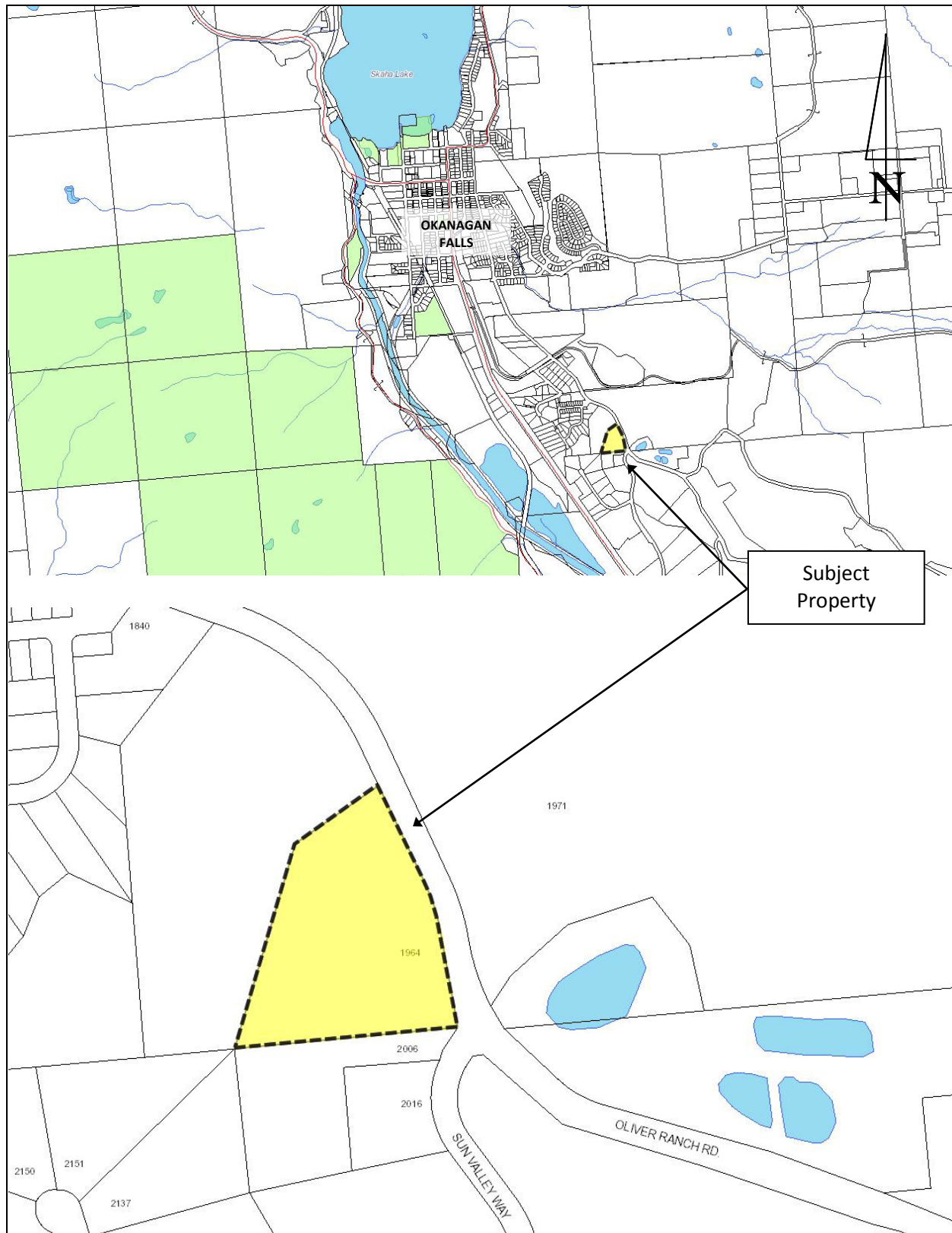
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Industrial Development Permit

File No. D2015.072-IDP

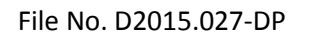
Schedule 'A'



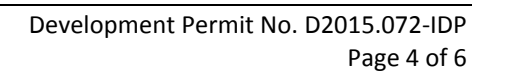
Development Permit No. D2015.072-IDP

Page 3 of 6

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Industrial Development Permit



Regional District of Okanagan-Similkameen

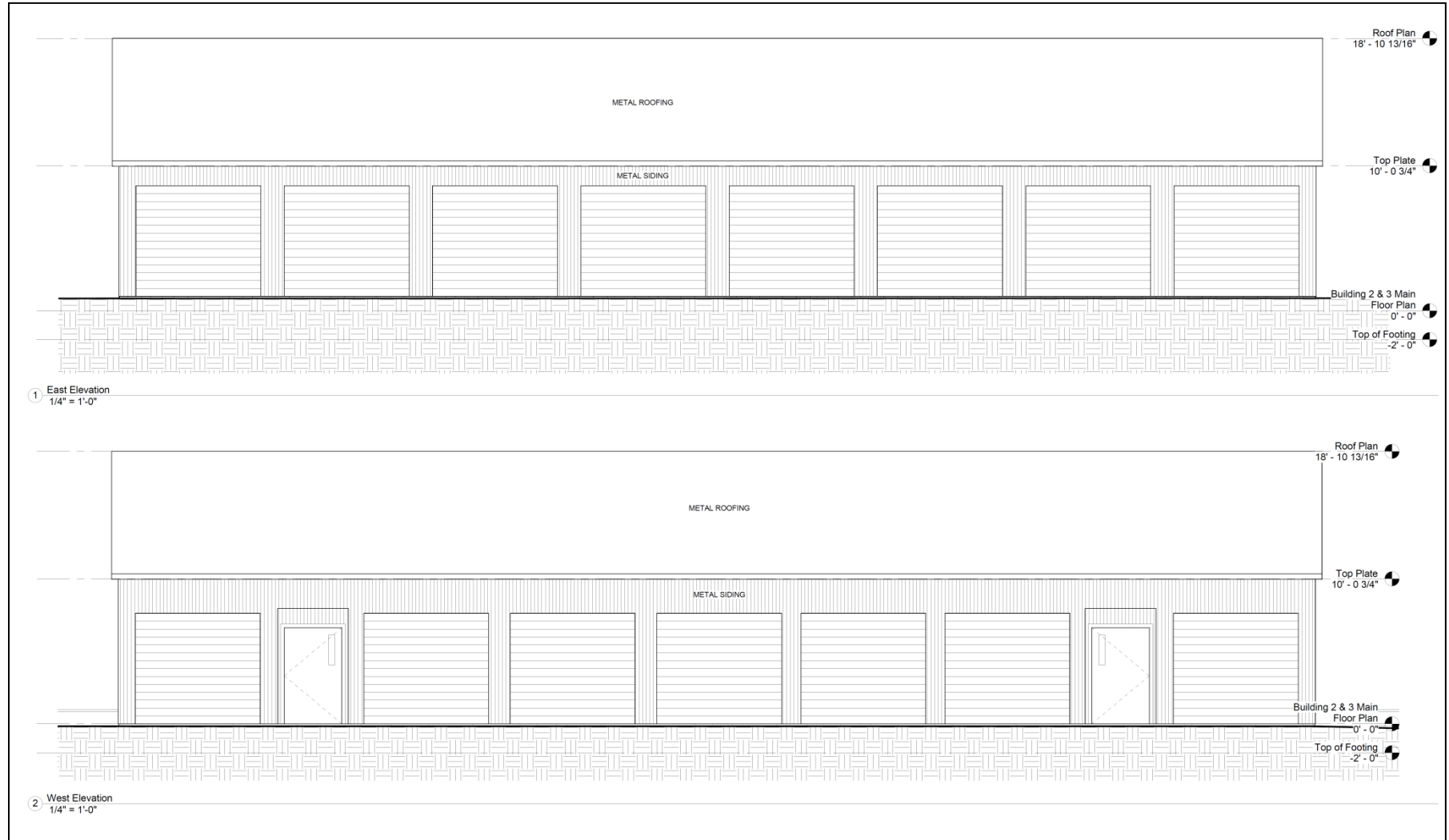
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Tel: (250) 492-0237 Fax (250) 492-0063



Industrial Development Permit

File No. D2015.072-IDP

Schedule 'C'



Regional District of Okanagan-Similkameen

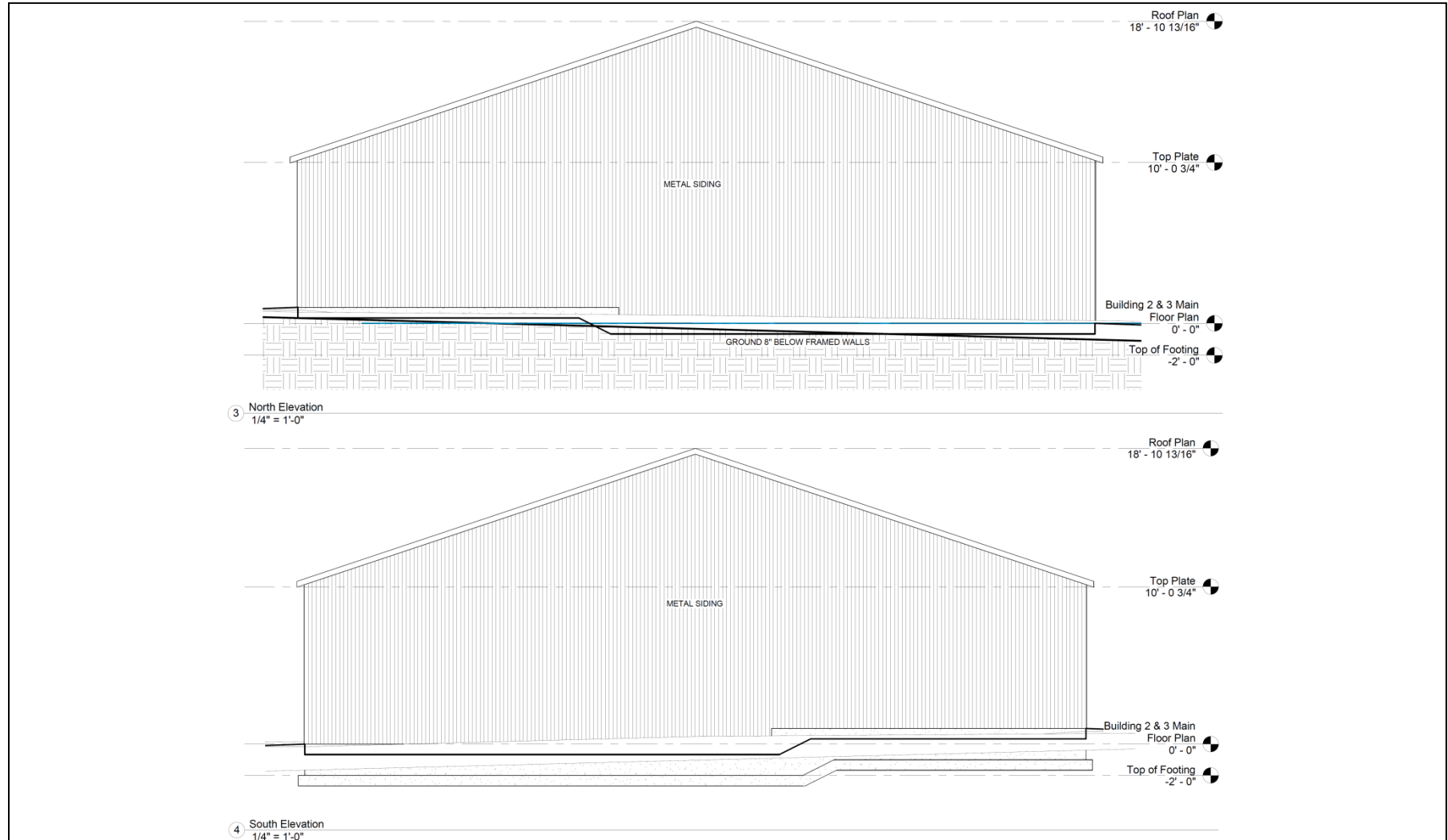
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Industrial Development Permit

File No. D2015.072-IDP

Schedule 'D'



ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Development Variance Permit Application — Electoral Area “F”

Administrative Recommendation:

THAT the Board of Directors approve Development Variance Permit No. F2015.063-DVP

Purpose: To allow for an addition to the single detached dwelling.

Applicant: Greg Focken

Owner: Ron & Debbie Gerk

Folio: F-07298.389

Civic: 2501 Pinetree Place, Penticton Legal: Strata Lot 42, DL 4947, ODYD, Strata Plan KAS1477

Zone: Residential Single Family Two (RS2)

Requested Variance: To vary the exterior side parcel line setback from 4.5 m to 3.13 m

Proposed Development:

This application seeks to reduce the minimum exterior side parcel line setback from 4.5 metres to 3.13 metres to allow for an addition to the existing single family dwelling.

The applicant has indicated that “we are unable to achieve the same going south or to the rear due to the septic covenant” and that “to add to the front would greatly affect the street appeal or architectural look. This option also has a much lesser effect on the neighbours due to it being our exterior lot side of the property where we have no neighbours and never will”. Further, they have indicated that “the lot is elevated from the road with a cedar hedge running along this west side property line providing privacy along the property line.”

Site Context:

The subject parcel is 1,236 m² in area, and is located on the southeast corner of Forsyth Drive and Pinetree Place. Surrounding uses are similar low density residential to the north, east, and south, and small holdings to the west.

Background:

The subject property is a strata lot and was created by a subdivision deposited and registered in the Land Title office on June 28, 1994. The single family dwelling was constructed in 1995.

Under the Electoral Area “F” Zoning Bylaw No. 2461, 2008, the subject property is zoned Residential Single Family Two (RS2), which permits “one single family dwelling” as a permitted use.

At Section 11.2.6(a)(iv) of the Zoning Bylaw, the minimum exterior side parcel line setback is 4.5 metres.

At Section 4.0 (Definitions) of the bylaw, “parcel line, exterior side” is defined as meaning “any parcel line common to a road other than a lane, and which is not a front parcel line”.

The bylaw also defines “setback” as “the minimum distance required under this Bylaw between a building or structure (excluding a fence and vegetative hedge) and from a specified parcel line”.

As the proposed addition is to be situated within 4.5 metres of a road reserve, Ministry of Transportation and Infrastructure approval is required prior to Board consideration (as per the requirements of the Regional District’s Development Procedures Bylaw). The Ministry approved the proposed variance on March 3, 2015.

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted until 12:00 noon on Thursday July 30, 2015.

Alternative:

1. THAT the Board of Directors deny Development Permit No. F2015.063-DVP; OR
2. THAT the Board of Directors defers making a decision and directs that the proposal be considered by the Electoral Area “F” Advisory Planning Commission (APC).

Analysis:

When assessing variance requests, a number of factors are generally taken into account. These include the intent of the zoning; the presence of any potential limiting physical features on the subject property; established streetscape characteristics; and whether the proposed development will have a detrimental impact upon the amenity of the area and/or adjoining uses.

In considering this proposal, Administration recognizes that the proposed addition cannot be made to the rear of the dwelling due to the location of the septic covenant on the property, and that an addition made to the front of the structure would detract from the streetscape. The proposed addition to the west side of the dwelling will allow the existing roof lines to continue naturally and the front of the dwelling to maintain its original look.

The existing cedar hedges located along the exterior side and the rear property boundary provide screening from the road and neighbouring properties. As such, it is not anticipated that the proposed reduction in the exterior side parcel line setback to allow for the addition to the dwelling will adversely impact upon the amenity of the area and/or adjoining uses.

Respectfully submitted:



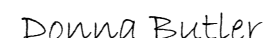
S. Lightfoot, Planning Technician

Endorsed by:



C. Garrish, Planning Supervisor

Endorsed by:



D. Butler, Development Services Manager

Attachments: No. 1 – Site Photos (Google Streetview)
Attachment No. 1 – Site Photos (Google Streetview)





Development Variance Permit

FILE NO.: F2015.063-DVP

TO: Ron & Debbie Gerk

AGENT: Greg Focken

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' and 'B' 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: Strata Lot 42, DL 4947, ODYD, Strata Plan KAS1477, together with an interest in the common property in proportion to the unit entitlement of the Strata Lot as shown on Form 1

Civic Address: 2501 Pinetree Place, Penticton, BC

Parcel Identifier (PID): 023-056-568 Folio: 715 07298.389

CONDITIONS OF DEVELOPMENT

6. The minimum exterior side parcel line setback, as prescribed at Section 11.2.6(a)(iv) of the Electoral Area "F" Zoning Bylaw No. 2461, 2008, in the Regional District of Okanagan-Similkameen, is varied as follows:
 - i) from: 4.5 metres

to: 3.13 metres as measured from the outermost projection and as shown on Schedule 'B'.

7. **COVENANT REQUIREMENTS**

- a) Not Applicable

8. **SECURITY REQUIREMENTS**

- a) Not Applicable

9. **EXPIRY OF PERMIT**

The development shall be carried out according to the following schedule:

- (a) In accordance with Section 926 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 _____, 2015.

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

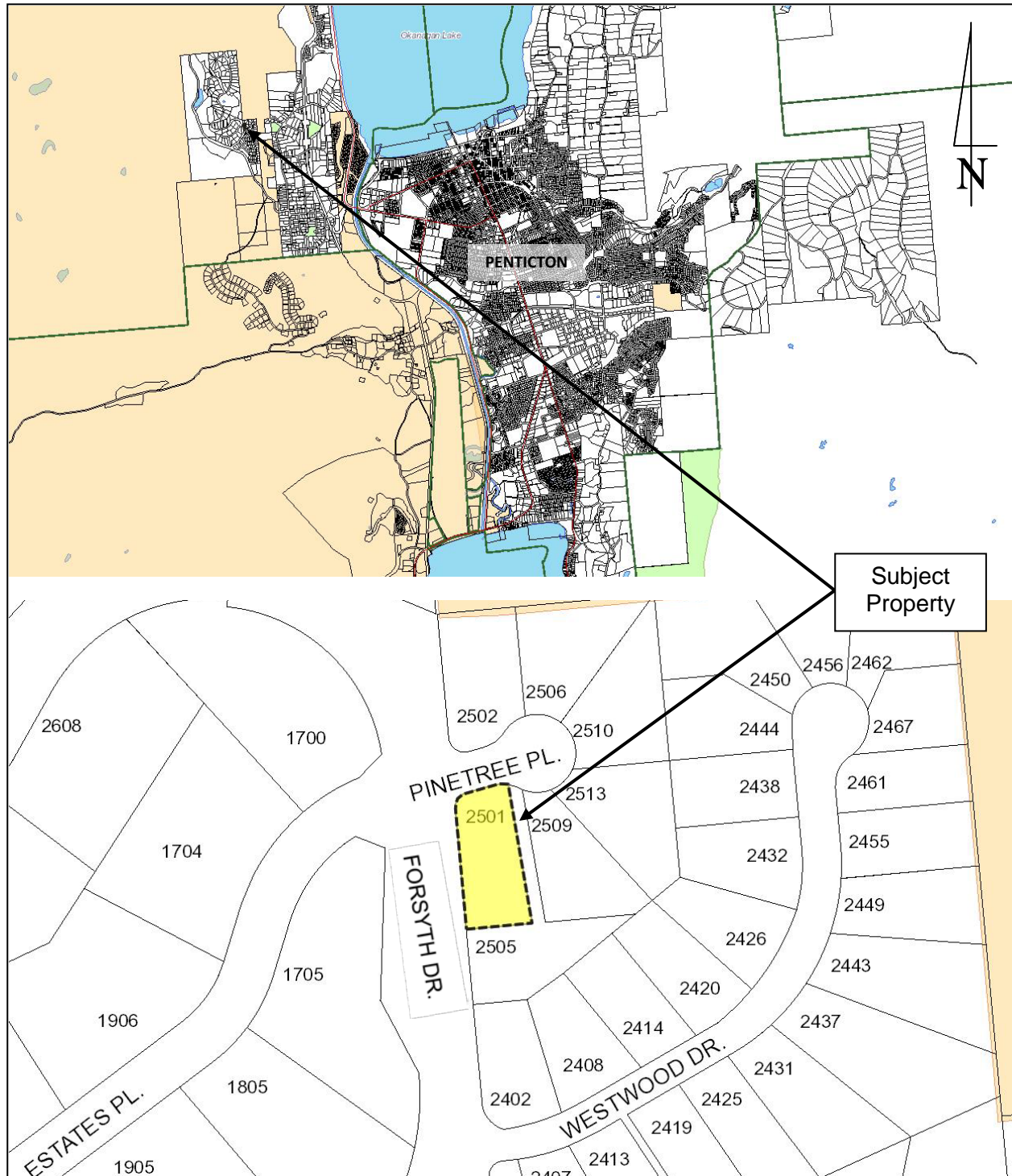
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. F2015-063-DVP

Schedule 'A'



Development Variance Permit No. F2015.063-DVP

Page 3 of 4

Regional District of Okanagan-Similkameen

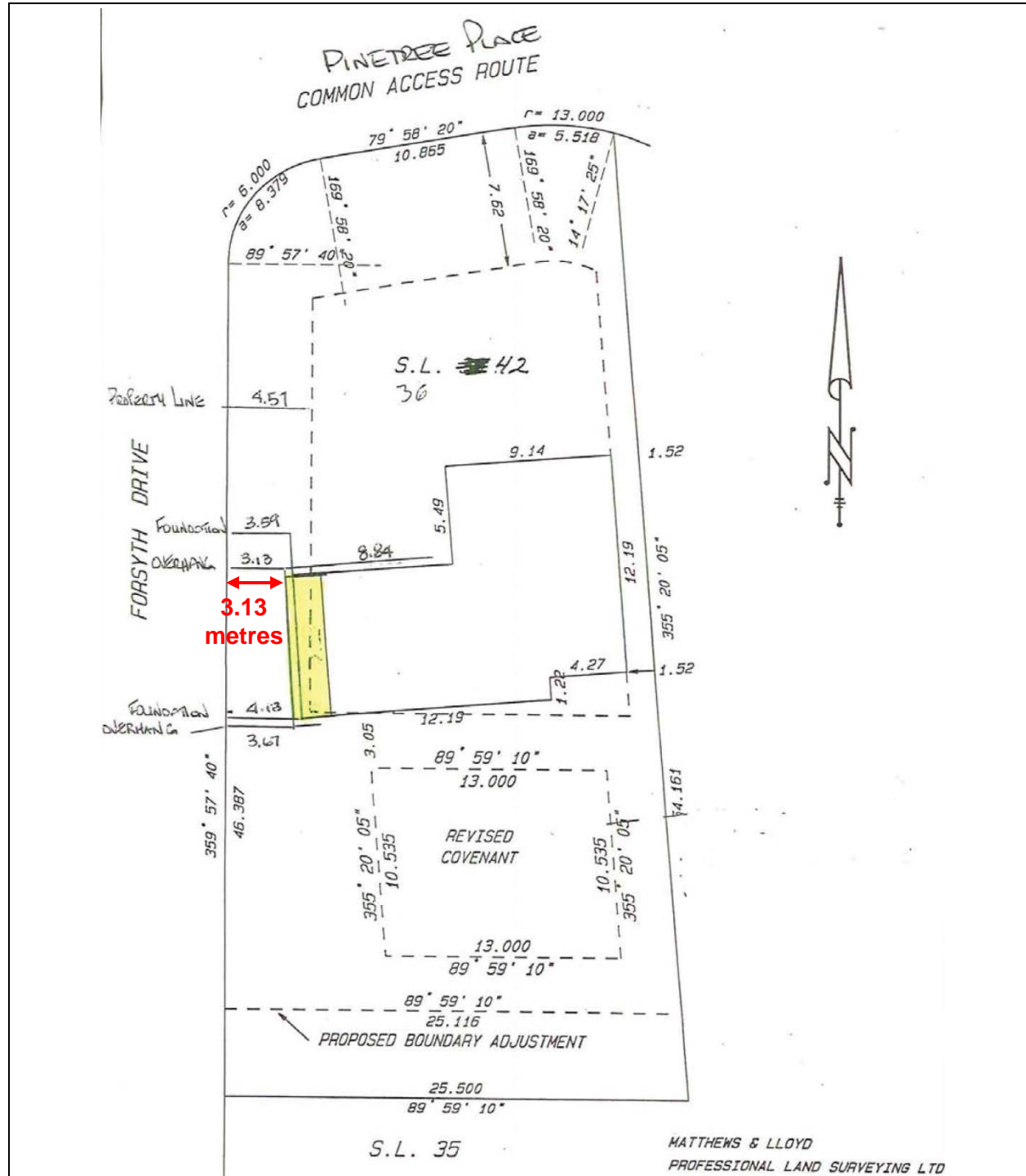
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Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. F2015-063-DVP

Schedule 'B'



Development Variance Permit No. F2015.063-DVP

Page 4 of 4

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

TYPE: Official Community Plan and Zoning Bylaw Amendment — Electoral Area “A”

Administrative Recommendation:

THAT the Board of Directors rescind first, second and third readings of Bylaw No. 2450.06, 2013, Electoral Area “A” Official Community Plan Amendment Bylaw and Bylaw No. 2451.12, 2013, Electoral Area “A” Zoning Amendment Bylaw and abandon the bylaws.

Purpose: To facilitate an 80 lot subdivision (with a 2.6 ha remainder zoned Small Holdings for possible hobby farm use), establishment of conservation areas adjacent to a number of remnant oxbows and dedication of the beach front on Osoyoos Lake as public park.

Owners: Willow Beach Developments Limited Agents: Infinity Developments (Josh Turner)

Folios: A-06379.000 & 06377.000 Civic: 9330 202nd Avenue

Legal: Lot 675, Plan KAP2066, DL 2450S, SDYD, Except Plan 22229, 43613 & H9726; and Lot 1, Plan KAP22229, District Lot 2450s, SDYD

OCP: part Agriculture (AG); Zoning: part Agriculture One (AG1);
part Commercial (C); and part Commercial Tourist One (CT1); and
part Medium Density Residential (MR) part Residential Multiple Family (RM1)

Proposed OCP: part Low Density Residential (LR) Proposed Zoning: part Small Holdings Three Site Specific (SH3s)
part Conservation Area (CA) part Conservation Area (CA);
part Administrative and Institutional (AI) part Administrative and Institutional (AI);
part Park (PR) part Parks and Recreation (PR); and
part Residential Single Family One Site Specific (RS1s)

Proposal:

This proposal is seeking to amend the OCP designation and zoning on part of the subject property in order to facilitate an 80 lot subdivision which will be developed with single detached dwellings, while the remainder of the property is to be zoned Small Holdings for use as possible hobby farms. The applicant is also proposing to apply a conservation area zoning to an area adjacent a number of remnant oxbows on the site, to also dedicate the foreshore beach as public park and to provide a parcel for the purposes of a future fire hall site.

Site Context:

The subject parcels are located approximately 7km north of the Town of Osoyoos on the east side of Highway 97, at the north end of Osoyoos Lake. The property is bounded by the Okanagan River Channel to the east, Highway 97 to the west, Osoyoos Lake to the south. A number of surrounding

properties are also owned by conservation organisations due to their high environmental values. The property is currently used for grazing, a mobile home park and a campground.

Background:

Public Information Meetings were previously held on November 6th, 2012 and April 8th, 2013.

At its meeting of April 8, 2013, the Electoral Area “A” Advisory Planning Commission (APC) resolved to recommend to the RDOS Board “that the subject development application be approved, in accordance with the staff report Administrative Recommendation.”

At its meeting of June 6, 2013, the Regional District Board approved first and second reading of Amendment Bylaw Nos. 2450.06, 2015 & 2451.12, 2013, and delegated the holding of a Public Hearing.

A Public Hearing was held on June 27, 2013, where approximately 25 members of the public attended.

At its meeting of July 18, 2013, the Board approved third reading of Amendment Bylaw Nos. 2450.06, 2015 & 2451.12, 2013 and further resolved that, prior to final adoption, the applicant enter into statutory covenant restricting development of the site pending:

- 1) *The lands designated as Park and Administrative Institutional be dedicated to the Regional District.*
- 2) *Public Road access will be required to the area designated Park, Administrative Institutional and the SH3 area at the time of initial subdivision.*
- 3) *The area shown as a public trail on the west side of the property will be dedicated to the RDOS.*
- 4) *The area shown as a public trail on the west side of the property will be constructed per RDOS and provincial trail standards.*
- 5) *Construct a public washroom facility to the Town of Osoyoos and RDOS standards.*
- 6) *Construct a 20 stall parking lot to RDOS Standards in the Park adjacent to the trail.*
- 7) *All on-site wells will be decommissioned.*
- 8) *Access to the RDOS for mosquito abatement over the entire property, including the land zoned CA.*
- 9) *The Applicant provide a security acceptable to the RDOS for items 4, 5, 6 and 7 above.*

Importantly, the Board further resolved to grant the applicant a two year period “after third reading to complete all conditions listed above or the bylaw will be abandoned and all previous readings rescinded.”

Referrals:

Approval from the Ministry of Transportation and Infrastructure (MoTI) is required prior to adoption as the proposal is situated within 800 metres of a controlled area (i.e. Highway 97).

Alternative:

THAT the Board of Directors not rescind first, second and third readings of Bylaw No. 2450.06, 2013, Electoral Area “A” Official Community Plan Amendment Bylaw and Bylaw No. 2451.12, 2013, Electoral Area “A” Zoning Amendment Bylaw.

Analysis:

Under the Development Procedures Bylaw, applications which have been lodged with the Regional District for more than a year and have subsequently become inactive for a period greater than 6 months “are deemed to be abandoned” and, in the case of amendment bylaws, will be placed “on the agenda of the next meeting of the Board ... [in order] to rescind all readings of the bylaw ...”

In this instance, however, the Board previously resolved to grant the applicant a 24 month period following third reading in which to complete all outstanding conditions (see “Background” above), after which the amendment bylaws would then be considered abandoned and an Administrative recommendation to rescind brought forward. This period recently lapsed on July 18, 2015.

Administration is cognizant of the requirement that, following the close of a public hearing, the Board not be presented with new information from interested parties related to a rezoning. Suffice it to say, the applicant is aware that Administration is bringing these amendment bylaws forward for rescinding, has indicated that they are preparing a new development proposal for this site, and has agreed that this shall be in the form of a new amendment bylaw application to be submitted to the Regional District.

Respectfully submitted:

C. Garrish, Planning Supervisor

Endorsed by:

D. Butler, Development Services Manager

Attachments: No. 1 – Applicant’s Site Plan

No. 2 – Aerial Photo (2007)

Attachment No. 1 – Applicant’s Site Plan



Attachment No. 2 – Aerial Photo (2007)



REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN

BYLAW NO. 2450.06, 2013

**A Bylaw to amend the Electoral Area 'A'
Official Community Plan Bylaw No. 2450, 2008**

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

1. This Bylaw may be cited for all purposes as the "Electoral Area 'A' Official Community Plan Bylaw Amendment Bylaw No. 2450.06, 2013."
2. The Official Community Plan Map, being Schedule 'B' of Regional District Okanagan-Similkameen, Electoral Area 'A' Official Community Plan Bylaw, is amended by changing the designation for two parcels located on the north end of Osoyoos Lake on the east side of Highway 97 and shown outlined on the attached Schedules 'X-1' and 'X-2' (and which forms part of this Bylaw), being 28.3 hectares (ha) in area, from Agriculture (AG); Medium Density Residential (MR); and Commercial (C) to part LR (Low Density Residential), part P (Parks), part CA (Conservation Area), part AI (Administrative, Cultural and Institutional), and part SH (Small Holdings).
3. The Regional District Okanagan-Similkameen "Electoral Area 'A' Osoyoos Rural Official Community Bylaw No. 2450, 2008" is amended by updating Section 2.0 "OFFICIAL COMMUNITY PLAN MAP DESIGNATIONS" accordingly.

Read a First time this 6th day of June, 2013

Read a Second time this 6th day of June, 2013.

Public Hearing held this 27th day of June, 2013.

Read a Third time this 18th day of July, 2013.

ADOPTED this ____ day of ____, 201__.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

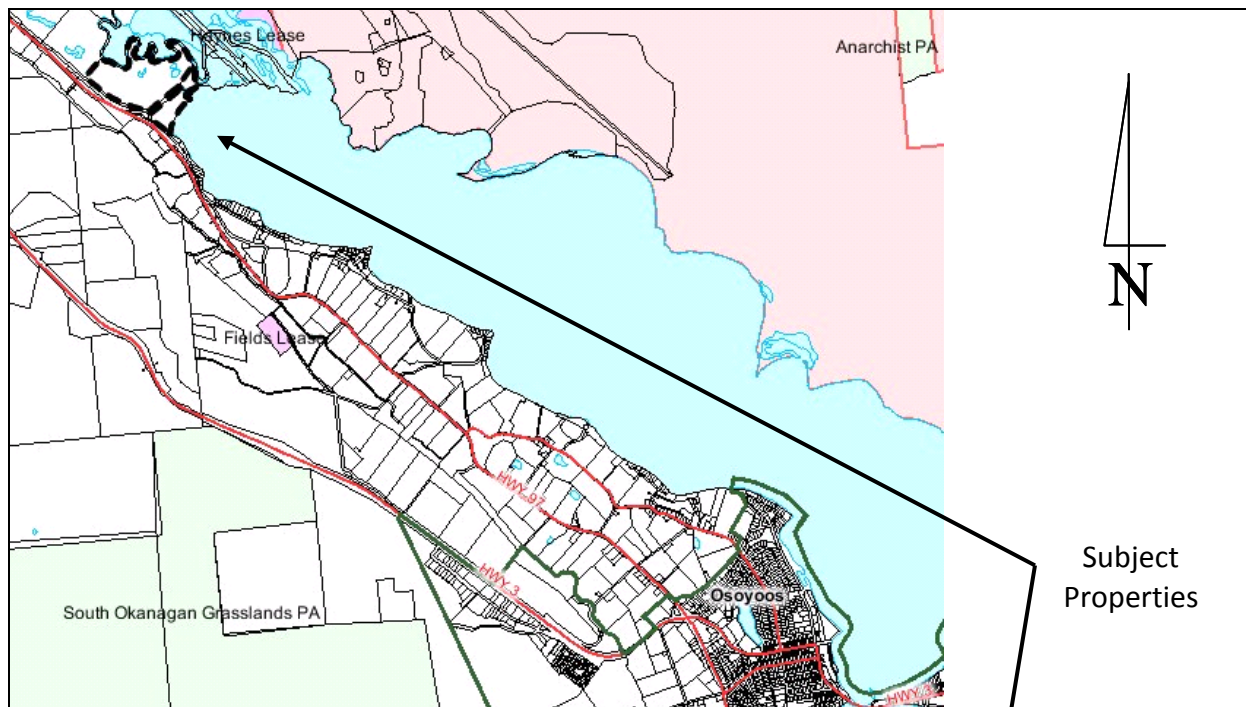
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2450.06, 2013

File No. A-12-06379.000

Schedule 'X-1'

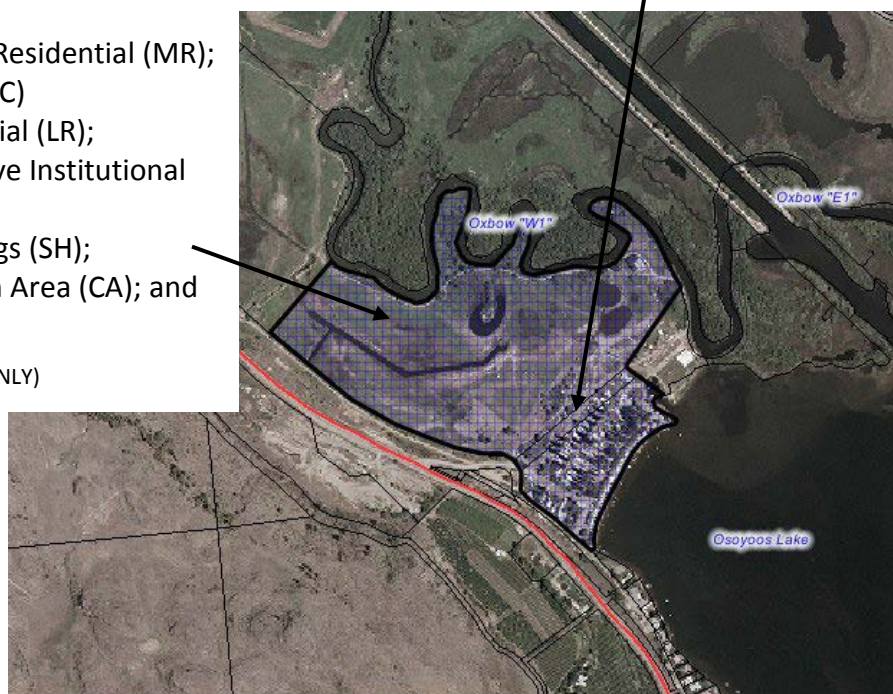


Subject
Properties

Amend Official Community Plan Bylaw No. 2450, 2008:

from: Agriculture (AG);
Medium Density Residential (MR);
and Commercial (C)
to: part Low residential (LR);
part Administrative Institutional
(AI);
part Small Holdings (SH);
part Conservation Area (CA); and
part Parks (P)

(INDICATIVE ONLY)



Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2450.06, 2013

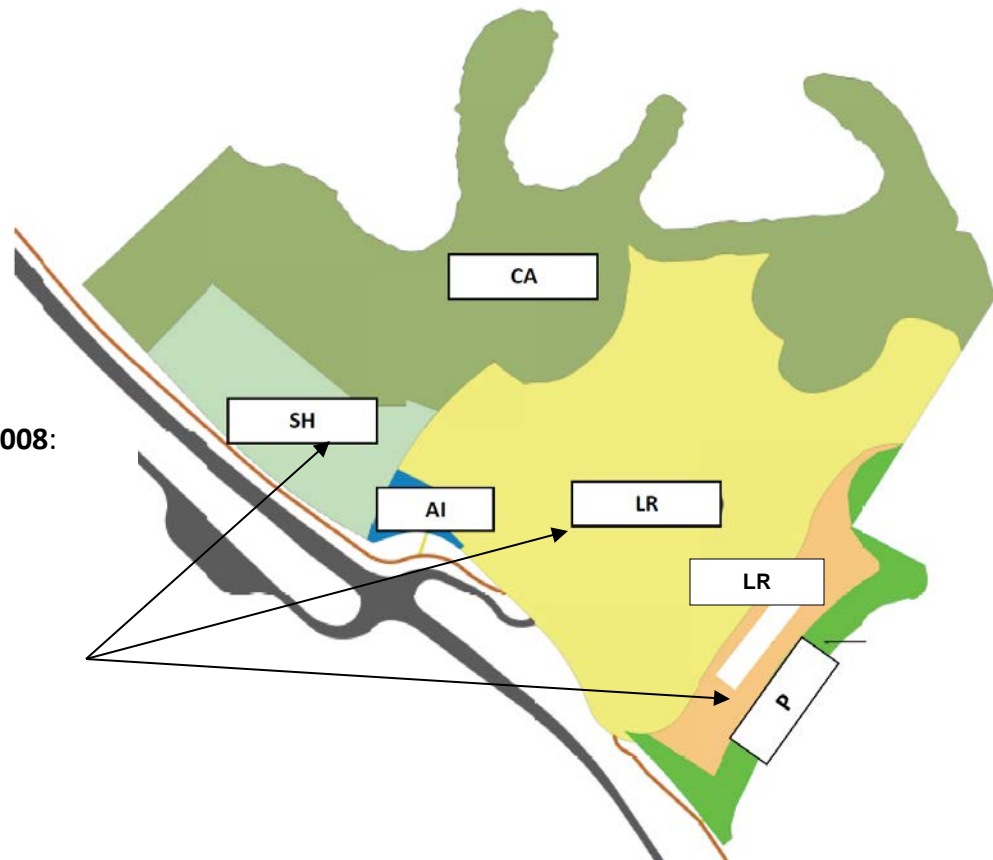
File No. A-12-06379.000

Schedule 'X-2'

Amend Official Community Plan Bylaw No. 2450, 2008:

from: Agriculture (AG);
Medium Density Residential (MR); and
Commercial (C)
to: part Low residential (LR);
part Administrative Institutional (AI);
part Small Holdings (SH);
part Conservation Area (CA); and
part Parks (P)

(INDICATIVE ONLY)



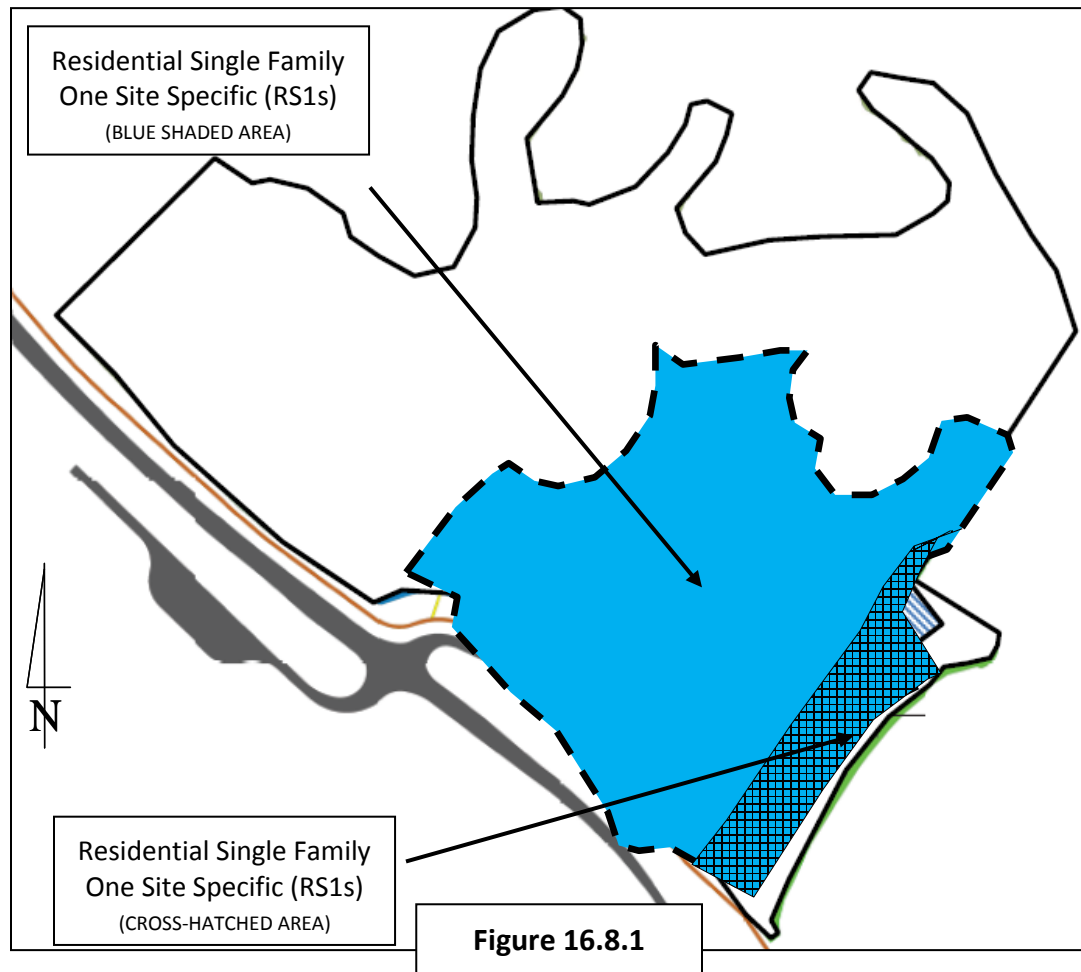
REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2451.12, 2013

A Bylaw to amend the Electoral Area 'A' Zoning Bylaw No. 2451, 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 'A' Zoning Amendment Bylaw No. 2451.12, 2013."
2. The Official Zoning Map, being Schedule 2 of Regional District Okanagan-Similkameen Electoral Area 'A' Zoning Bylaw No. 2451, 2008, is amended by changing the land use designation for two parcels located on the north end of Osoyoos Lake on the east side of Highway 97 and shown outlined on the attached Schedules 'X-1' and 'X-2' (which forms part of this Bylaw), being 28.3 hectares (ha) in area, from Agriculture One (AG1), Residential Multiple Family (RM1), and Tourist Commercial One Site Specific (CT1s) to part Conservation Area (CA), part Parks and Recreation (PR), part Residential Single Family One Site Specific (RS1s), part Administrative and Institutional (AI), and part Small Holdings Three Site Specific (SH3s).
3. Regional District Okanagan-Similkameen, Electoral Area 'A' Zoning Bylaw No. 2451, 2008 is amended by:
 - i) amending sub-section 16.8.1 under Section 16.0 "SITE SPECIFIC DESIGNATIONS", to read as follows, and by inserting in the bylaw as Figure 16.8.1 the figure identified as such and set out in this Bylaw:
 - .1 In the case of an approximately 12.94 hectare area of land shown shaded on Figure 16.8.1:
 - i) the maximum density shall not exceed 80 parcels; and
 - ii) the exclusions in subsection 8.3.6(b) and (c) do not apply in that area.



ii) Adding a new sub-section 16.8.2 under Section 16.0 “SITE SPECIFIC DESIGNATIONS”, to read as follows:

.2 In the case of an approximately 1.64 hectare area of land shown shaded and cross-hatched on Figure 16.8.1:

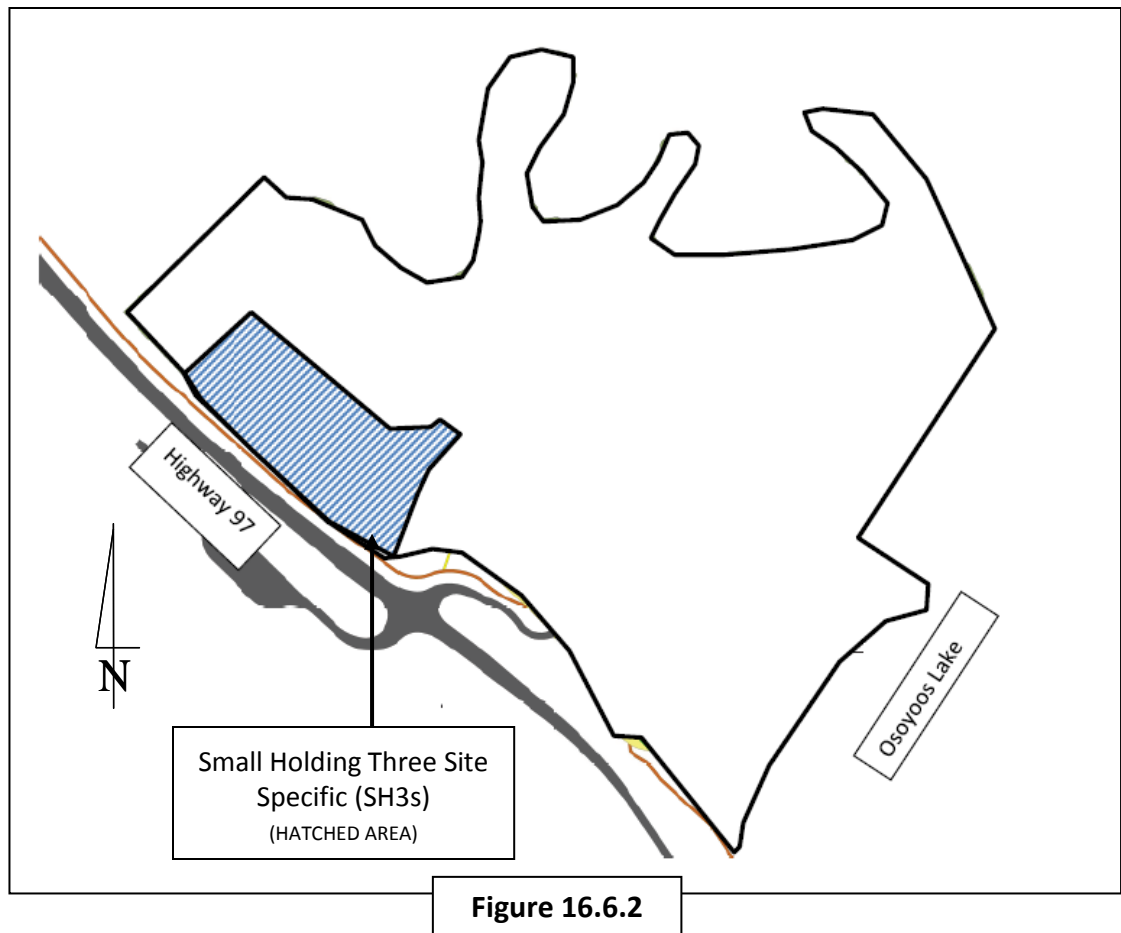
i) despite Section 11.1.4(a), the minimum parcel width shall be 13.0 meters.

iii) Adding a new sub-section 16.6.2 under Section 16.0 “SITE SPECIFIC DESIGNATIONS”, to read as follows, and by inserting in the bylaw as Figure 16.6.2 the figure identified as such and set out in this Bylaw:

.3 In the case of an approximately 2.60 hectare area of land shown hatched on Figure 16.6.2:

i) despite Section 10.6.3(a), the minimum parcel size shall be 2.6 ha; and

- ii) the exclusions in subsection 8.3.6(b) and (c) do not apply in that area.



Read a First time this 6th day of June, 2013.

Read a Second time this 6th day of June, 2013.

Public Hearing held this 27th day of June, 2013.

Read a Third time this 18th day of July, 2013.

APPROVED pursuant to Section 52(3)9a) of the *Transportation Act* this ____ day of _____, 201__.

For the Minister of Transportation & Infrastructure

ADOPTED this ____ day of _____, 201__.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

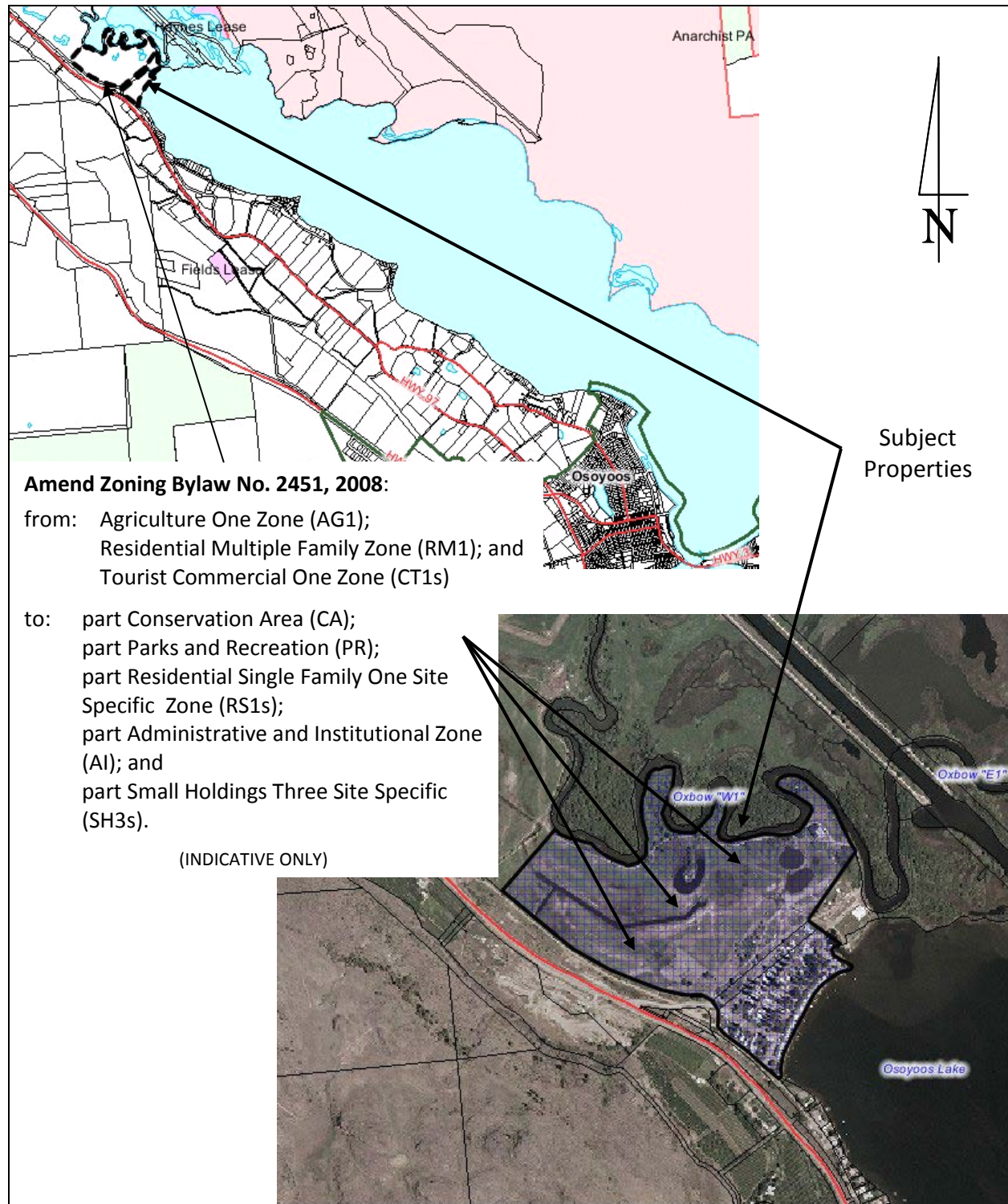
Tel: (250) 492-0237 Fax (250) 492-0063



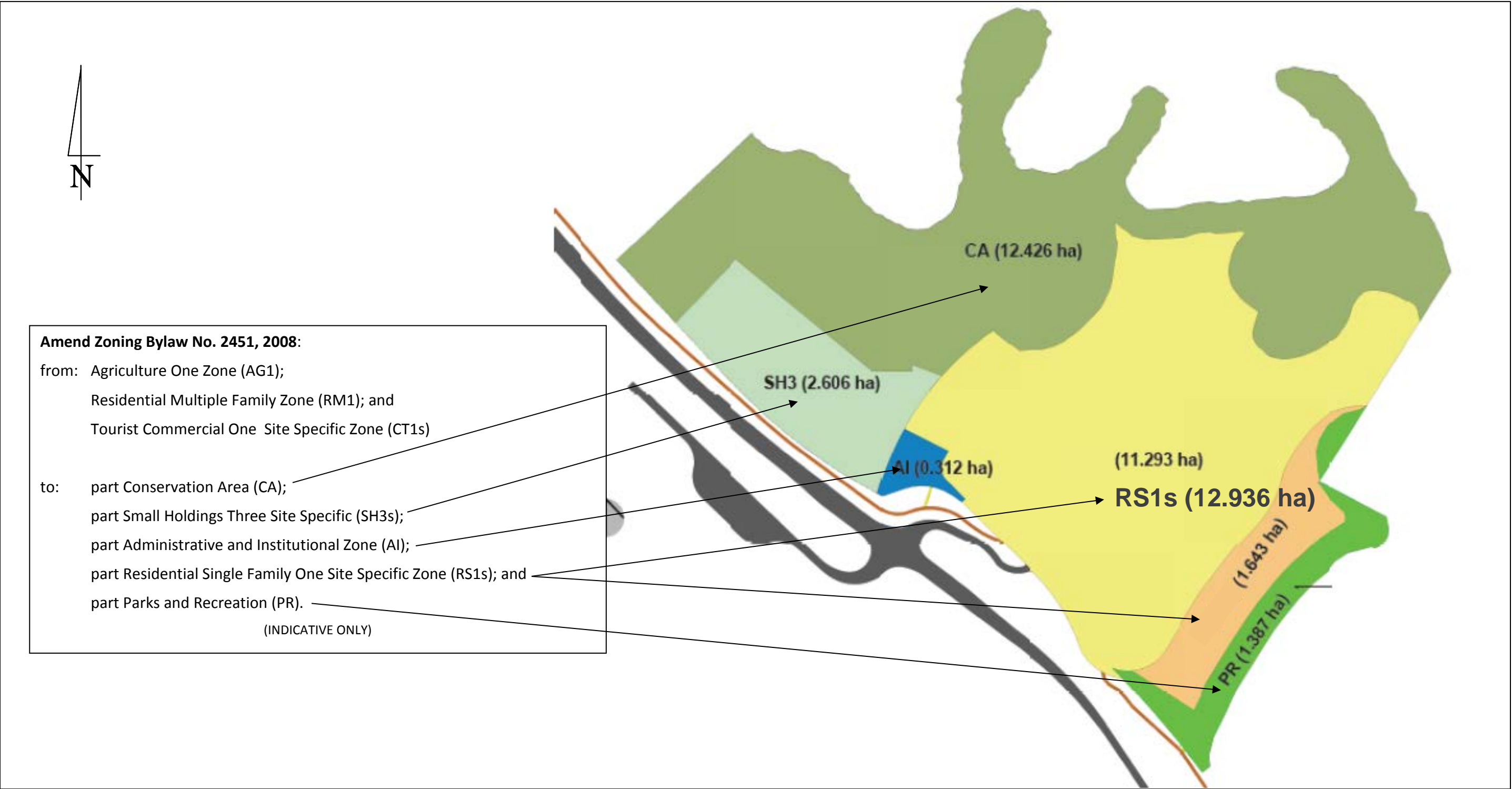
Amendment Bylaw No. 2451.12, 2013

File No. A-12-06379.000

Schedule 'X-1'



Schedule 'X-2'



ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

TYPE: Official Community Plan and Zoning Bylaw Amendment — Electoral Area “C”

Administrative Recommendation:

THAT Bylaw No. 2452.15, 2015, Electoral Area “C” Official Community Plan Amendment Bylaw and Bylaw No. 2453.25, 2015, Electoral Area “C” Zoning Amendment Bylaw be read a first and second time and proceed to public hearing;

AND THAT the Board of Directors considers the process, as outlined in the report from the Chief Administrative Officer dated August 6, 2015, to be appropriate consultation for the purpose of Section 879 of the *Local Government Act*;

AND THAT, in accordance with Section 882 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 2452.15, 2015, in conjunction with its Financial and applicable Waste Management Plans;

AND THAT the holding of the public hearing be delegated to Director Schafer or delegate;

AND THAT staff schedule the date, time, and place of the public hearing in consultation with Director Schafer;

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

Purpose: To rezone the property from commercial to residential in order to formalise the existing use.

Owners: Richard and Carol Lawton Agent: Richard and Carol Lawton Folio: C-05492.015

Legal: Lot A, Plan KAP16769, District Lot 2450S, SDYD, Portion Lot 176 Civic: 5463 Highway 97

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

Zoning: Tourist Commercial One (CT1) Proposed Zoning: Small Holdings Five (SH5)

Proposal:

This proposal is seeking to amend the zoning of the subject property in order to formalise the use of an existing dwelling which has existed on the property since 1961.

Specifically, it is being proposed to amend the land use designation under the Official Community Plan (OCP) Bylaw from Commercial (C) to Small Holdings (SH) and to amend the zoning under the Zoning Bylaw from Tourist Commercial One (CT1) to Small Holdings Five (SH5).

Site Context:

The subject property is approximately 2,023 m² in area and is located on the east side of Highway 97 approximately 1.6 km south of the municipal boundary for the Town of Oliver. The property is within a community water service area and on a private septic system and is comprised of a single detached dwelling as well as a two storey garage/workshop constructed in 2013.

The surrounding pattern of development is predominantly agricultural interspersed by residential and rural-residential uses as well as the adjacent commercial Maple Leaf Motel and RV Park.

Background:

The subject property was originally created by subdivision in 1966 (having been subdivided from the adjacent parcel which comprised the Maple Leaf Motel and RV Park), while the construction of the existing dwelling is understood to date from 1961.

The current commercial zoning of the property dates to the introduction of the first zoning bylaw to this part of Electoral Area "C" in 1973 (Zoning Bylaw No. 117, 1973).

Under the current Electoral Area "C" Zoning Bylaw No. 2453, 2008, principal permitted uses are generally restricted to tourist type operations such as motels, resorts, and eating and drinking establishments, while provision is made for one (1) accessory dwelling.

While the property is located within the Agricultural Land Reserve (ALR), it is less than 2 acres in area and was created by subdivision prior to the creation of the Reserve in 1972. Therefore, it is seen to be exempt from the restrictions on lands within the ALR provided for under Section 23 (Exceptions) of the *Agricultural Land Commission Act*.

Referrals:

Approval from the Ministry of Transportation and Infrastructure (MoTI) is required as the proposal is situated within 800 metres of a controlled area (i.e. Highway 97).

Pursuant to Section 881 of the *Local Government Act*, the Regional District must consult with the relevant School District when proposing to amend an OCP for an area that includes the whole or any part of that School District. In this instance, School District No. 53 has been made aware of the proposed amendment bylaw.

Pursuant to Section 882 of the *Local Government Act*, after first reading the Regional Board must consider the proposed OCP amendment in conjunction with Regional District's current financial and waste management plans. The proposed OCP amendment has been reviewed by the Public Works Department and Finance Department, and it has been determined that the proposed bylaw is consistent with RDOS's current waste management plan and financial plan.

Alternative:

THAT Bylaw No. 2452.15, 2015, Electoral Area "C" Official Community Plan Amendment Bylaw and Bylaw No. 2453.25, 2015, Electoral Area "C" Zoning Amendment Bylaw be denied.

Public Process:

At its meeting of July 21, 2015, the Electoral Area "C" Advisory Planning Commission (APC) resolved to recommend to the RDOS Board that the proposed rezoning be approved.

Administration recommends that consideration by the APC as well as formal referral to the agencies listed at Attachment No. 1 should be considered appropriate consultation for the purpose of Section 879 of the *Local Government Act*, as the change in OCP designations involves an area less than 20 ha and the creation of less than 30 new parcels. As such, this process is seen to be sufficiently early and does not need to be further ongoing.

Comments have been received from the Ministry of Forests, Lands and Natural Resource Operations (Archaeology Branch) and these are included as a separate item on the Board Agenda.

Analysis:

Staff do not generally support the creation of ad hoc or spot zonings where they are divorced from broader strategic land use objectives. In such instances, spot zonings grant privileges to a single parcel which are not granted or extended to other parcels in the vicinity.

In this instance, however, it is recognised that the subject property has a long history of residential use predating the introduction of zoning, that the property is unlikely to transition to commercial uses in the near-term (given recent improvements approved on the property) and that a rural-residential zoning (i.e. SH5) would be more reflective of the current use as well as adjacent uses in the vicinity.

Respectfully submitted:



C. Garrish, Planning Supervisor

Endorsed by:

D. Butler, Development Services Manager

Attachments: No. 1 – Agency Referral List

No. 2 – Site Photo (Google Streetview)

Attachment No. 1 – Agency Referral List

Referrals to be sent to the following agencies as highlighted with a ☒, prior to the Board considering first reading of Amendment Bylaw No. 2452.15, 2015, and No. 2453.25, 2015.

<input checked="" type="checkbox"/>	Agricultural Land Commission (ALC)	<input type="checkbox"/>	Kootenay Boundary Regional District
<input checked="" type="checkbox"/>	Interior Health Authority (IHA)	<input type="checkbox"/>	City of Penticton
<input checked="" type="checkbox"/>	Ministry of Agriculture	<input type="checkbox"/>	District of Summerland
<input type="checkbox"/>	Ministry of Energy & Mines	<input type="checkbox"/>	Town of Oliver
<input type="checkbox"/>	Ministry of Community, Sport and Cultural Development	<input type="checkbox"/>	Town of Osoyoos
<input checked="" type="checkbox"/>	Ministry of Environment	<input type="checkbox"/>	Town of Princeton
<input type="checkbox"/>	Ministry of Forest, Lands & Natural Resource Operations	<input type="checkbox"/>	Village of Keremeos
<input type="checkbox"/>	Ministry of Jobs, Tourism and Innovation	<input checked="" type="checkbox"/>	Okanagan Nation Alliance (ONA)
<input checked="" type="checkbox"/>	Ministry of Transportation and Infrastructure	<input type="checkbox"/>	Penticton Indian Band (PIB)
<input type="checkbox"/>	Integrated Land Management Bureau	<input checked="" type="checkbox"/>	Osoyoos Indian Band (OIB)
<input type="checkbox"/>	BC Parks	<input type="checkbox"/>	Upper Similkameen Indian Bands (USIB)
<input checked="" type="checkbox"/>	School District #53 (Okanagan Similkameen)	<input type="checkbox"/>	Lower Similkameen Indian Bands (LSIB)
<input type="checkbox"/>	School District #58 (Nicola Similkameen)	<input type="checkbox"/>	Environment Canada
<input type="checkbox"/>	School District #67 (Okanagan Skaha)	<input type="checkbox"/>	Fisheries and Oceans Canada
<input type="checkbox"/>	Central Okanagan Regional District	<input checked="" type="checkbox"/>	Archaeology Branch
<input checked="" type="checkbox"/>	Fortis	<input type="checkbox"/>	Westbank First Nation

Attachment No. 2 – Site Photo (Google Streetview)



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2452.15, 2015

**A Bylaw to amend the Electoral Area “C”
Official Community Plan Bylaw No. 2452, 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 “C” Oliver Rural Official Community Plan Amendment Bylaw No. 2452.15, 2015.”
2. The Official Community Plan Bylaw Map, being Schedule ‘B’ of the Electoral Area “C” Official Community Plan Bylaw No. 2452, 2008, is amended by changing land use designation on the land described as Lot A, Plan KAP16769, District Lot 2450S, SDYD, Portion Lot 176, and shown shaded yellow on Schedule ‘X’, which forms part of this Bylaw, from Commercial (C) to Small Holdings (SH).
3. The “Electoral Area “C” Official Community Plan Bylaw No. 2452, 2008” is amended by:
 - a) amending Section 7.3.2 to read as follows:
 - .2 Has established a range of densities and parcel sizes for areas designated as Small Holdings to provide for a rural or semi-rural, country residential lifestyle.

READ A FIRST AND SECOND TIME this __ day of ____, 2015.

PUBLIC HEARING held on this __ day of ____, 2015.

READ A THIRD TIME this __ day of ____, 2015.

ADOPTED this __ day of ____, 2015.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

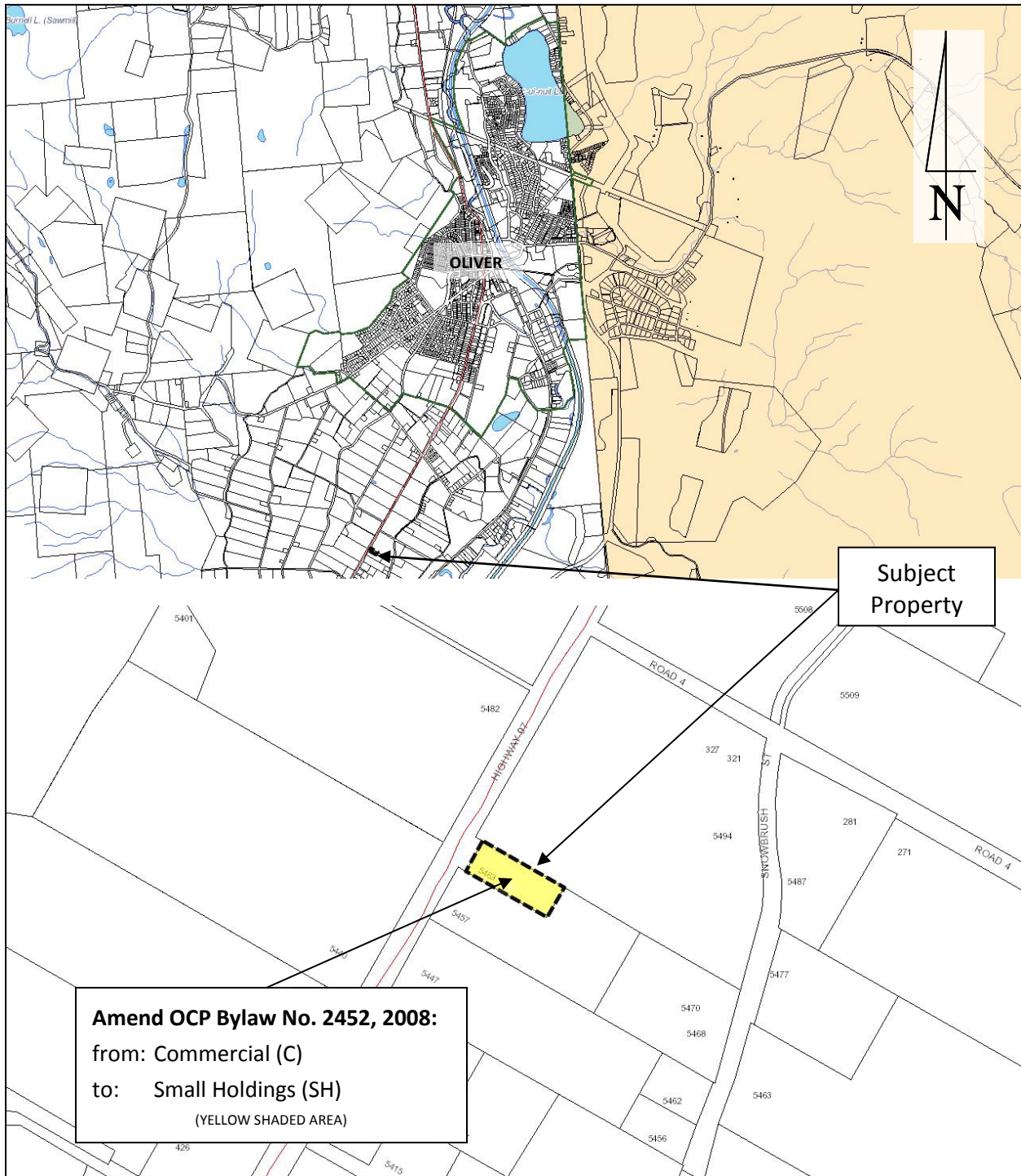
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2452.15, 2015

Project No: C2015.070-ZONE

Schedule 'X'



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2453.25, 2015

A Bylaw to amend the Electoral Area “C” Zoning Bylaw No. 2453, 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 “C” Oliver Rural Zoning Amendment Bylaw No. 2453.25, 2015.”
2. The Official Zoning Map, being Schedule ‘2’ of the Electoral Area “C” Zoning Bylaw No. 2453, 2008, is amended by changing the land use designation on the land described as Lot A, Plan KAP16769, District Lot 2450S, SDYD, Portion Lot 176, and shown shaded yellow on Schedule ‘Y’, which forms part of this Bylaw, from Tourist Commercial One (CT1) to Small Holdings Five (SH5).
3. The Electoral Area “C” Zoning Bylaw No. 2453, 2008, is amended by:
 - a) adding the following the following zoning district under Section 6.1 under Section 6.0 (Creation of Zones):

Small Holdings Five Zone	SH5
--------------------------	-----
 - b) amending Section 7.8.2(a) under Section 7.0 (General Regulations) to read as follows:
 - a) except in the RA, AG1, AG2, LH, SH2, SH3, SH4 and SH5 zones where all fences may be up to 1.8 metres in height, and in Industrial designations where all fences may be up to 2.4 metres in height;

- c) amending Section 7.25.1(e) under Section 7.0 (General Regulations) to read as follows:
 - e) the minimum parcel size for cluster development in the SH2, SH3, SH4 and SH5 Zone is 500 m², subject to servicing requirements;
- d) adding the following as a new Section 10.8 under Section 10.0 (Rural) to read as follows:

10.8 SMALL HOLDINGS FIVE ZONE (SH5)

10.8.1 Permitted Uses:

Principal Uses:

- a) single detached dwellings;

Secondary Uses:

- b) secondary suites, subject to Section 7.12;
- c) home occupation, subject to Section 7.17;
- d) bed and breakfast operations, subject to Section 7.19;
- e) accessory buildings and structures, subject to Section 7.13.

10.8.2 Site Specific Small Holdings Five (SH5s) Provisions:

- a) see Section 16.27

10.8.3 Minimum Parcel Size:

- a) 2,000 m², subject to servicing requirements.

10.8.4 Minimum Parcel Width:

- a) Not less than 25% of the parcel depth.

10.8.5 Maximum Number of Dwellings Permitted Per Parcel:

- a) one (1) principal dwelling.

10.8.6 Minimum Setbacks:

- a) Buildings and structures:
 - i) Front parcel line 7.5 metres
 - ii) Rear parcel line 7.5 metres
 - iii) Interior side parcel line 1.5 metres
 - iv) Exterior side parcel line 4.5 metres
- b) Accessory buildings and structures:
 - i) Front parcel line 7.5 metres
 - ii) Rear parcel line 3.0 metres
 - iii) Interior side parcel line 1.5 metres
 - iv) Exterior side parcel line 4.5 metres

10.8.7 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 4.5 metres.

10.8.8 Maximum Parcel Coverage:

- a) 35%

10.8.9 Minimum Building Width and Width-to-Length Ratio:

- a) Principal dwellings: 5.0 metres width, as originally designed and constructed, or 100 m², whichever is greater.

- e) adding the following as a new Section 16.27 under Section 16.0 (Site Specific Provisions) to read as follows:

16.27 Site Specific Small Holdings Five (SH5s) Provisions:

- .1 *blank*

READ A FIRST AND SECOND TIME this __ day of ____, 2015.

PUBLIC HEARING held on this __ day of ____, 2015.

READ A THIRD TIME this __ day of ____, 2015.

I hereby certify the foregoing to be a true and correct copy of the “Electoral Area “C” Zoning Amendment Bylaw No. 2453.25, 2015” as read a Third time by the Regional Board on this __ day of ____, 2015.

Dated at Penticton, BC this __ day of ____, 2015.

Corporate Officer

Approved pursuant to Section 52(3) of the *Transportation Act* this __ day of ____, 2015.

For the Minister of Transportation & Infrastructure

ADOPTED this __ day of ____, 2015.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

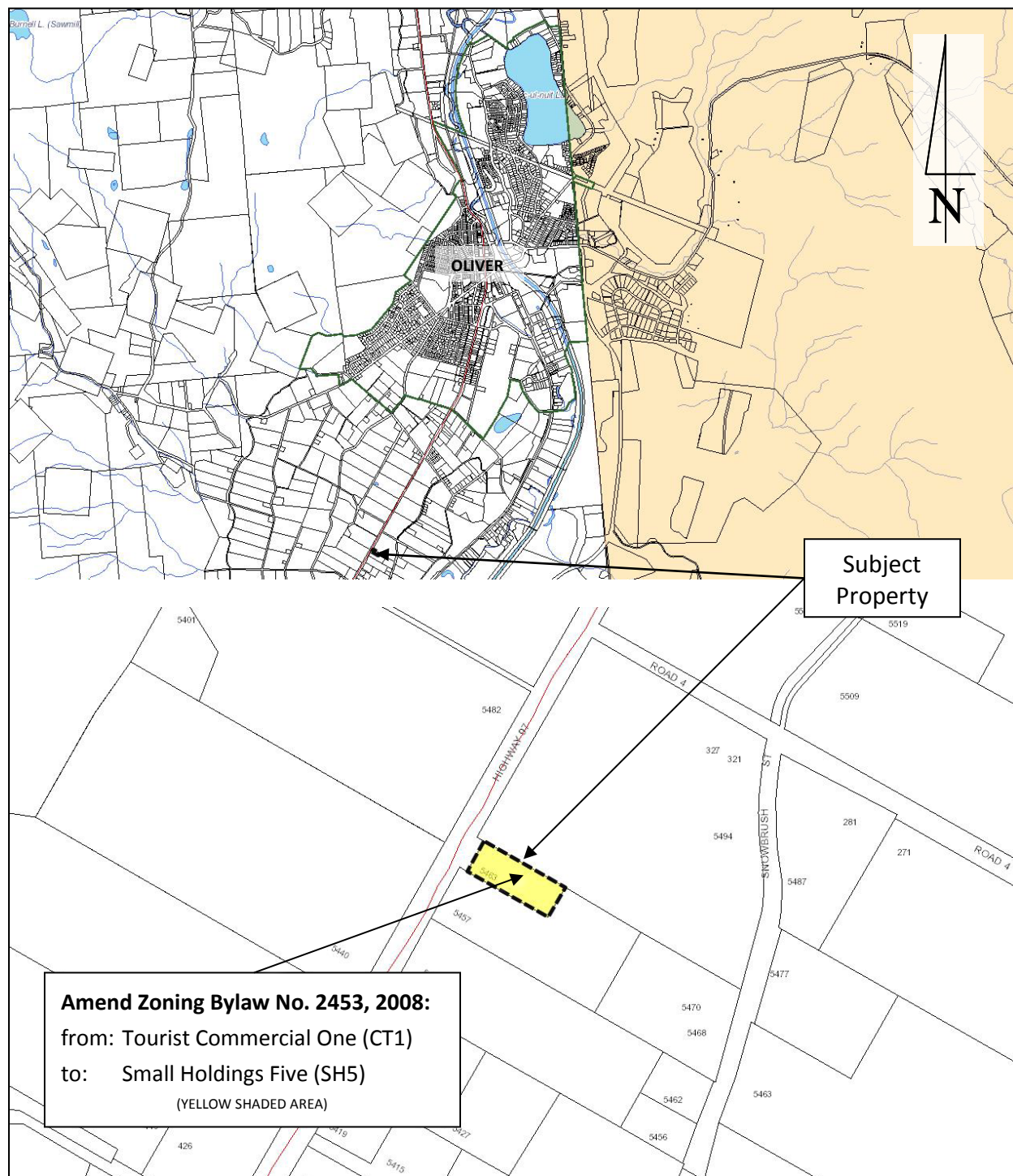
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2453.25, 2015

Project No: C2015.070-ZONE

Schedule 'Y'





Your File #: C2015.070-
ZONE - Lawton
eDAS File #: 2015-03341
Date: July 6, 2015

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

Attention: Lauri A Feindell, Planning Secretary

**Re: Proposed Bylaw 2453.25, 2015 for:
Lot A, Plan KAP16769, District Lot 2450s, SDYD, Portion Lot 176
5463 Highway 97, Oliver, BC**

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

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

Yours truly,

Robert Bitte
District Development Technician

Local District Address
Penticton Area Office 102 Industrial Place Penticton, BC V2A 7C8 Canada Phone: (250) 490-8200 Fax: (250) 490-2231

Lauri Feindell

From: Beaupre, John <John.Beaupre@interiorhealth.ca>
Sent: July-29-15 12:22 PM
To: Planning
Subject: Zoning Amendment - RDOS File: C2015.070-ZONE

Attention Christopher Garrish MA, MSS, MCIP, RPP Planning Supervisor
Regional District of Okanagan-Similkameen
101 Martin Street, Penticton, BC
V2A 5J9

Dear Mr. Garrish:

Re: Zoning Amendment – From Commercial to Small Holdings
Lot A, Plan KAP16769, District Lot 2450s, SDYD, Portion Lot 176
5463 Highway 97

Thank you for the opportunity to provide comment on the above referenced OCP and Zoning Bylaw Amendment from the viewpoint of our policies and regulations governing water supply and wastewater.

This office's interests are unaffected by the proposed amendments and as such we have no concern or objection to the proposed amendments.

Please contact me with any questions you may have.

Thank you.

John C. Beaupre, C.P.H.I.(C)
Environmental Health Officer
Interior Health Authority
Penticton Health Protection
105 – 550 Carmi Avenue, Penticton, BC, V2A 3G6
Bus: (250) 770-5540
Direct: (250) 492-4000 Ext: 2744
Cell: (250) 809-7356
Fax: (250) 770-5541
Email: john.beaupre@interiorhealth.ca
Web: www.interiorhealth.ca

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Lauri Feindell

From: Cooper, Diana FLNR:EX <Diana.Cooper@gov.bc.ca>
Sent: July-18-15 3:01 PM
To: Planning
Subject: Bylaw Referral C2015.070-ZONE (C05492.015)

Hello Christopher,

Thank you for your referral regarding the OCP and zoning bylaw amendment application for 5463 Highway 97, L A DL 2450S SIMILKAMEEN DIVISION YALE DISTRICT PL 16769, PID 004640969. Provincial records indicate no known archaeological sites are recorded on the property. However, archaeological potential mapping for the property indicates that there is potential for unknown archaeological sites.

Archaeological sites (both recorded and unrecorded) are protected under the *Heritage Conservation Act* and must not be altered or damaged without a permit from the Archaeology Branch. Given the potential to contain unknown archaeological sites, an Eligible Consulting Archaeologist (ECA) should be engaged prior to any land-altering activities to determine if development activities are likely to impact unknown archaeological sites. An Eligible Consulting Archaeologist is one who is able to hold a Provincial heritage permit that allows them to conduct archaeological studies. Ask an archaeologist if he or she can hold a permit, and contact the Archaeology Branch (250-953-3334) to verify an archaeologist's eligibility. Consulting archaeologists can be contacted through the BC Association of Professional Archaeologists (www.bcapa.ca) or through local directories.

If the archaeologist determines that development activities will not impact any archaeological deposits, then a site alteration permit is not required. I am informing you of this archaeological potential so proponents are aware of the potential risk for encountering a site if they choose to conduct any land-altering activities on the property. Proponents should contact an archaeologist prior to development to conduct an in-field assessment and/or detailed review of the property. However, the Archaeology Branch is not requiring the proponent conduct an archaeological study or obtain a permit prior to development of this property. In this instance it is a risk management decision for the proponent.

If any land-altering development is planned and proponents choose not to contact an archaeologist prior to development, owners and operators should be notified that if an archaeological site is encountered during development, activities **must** be halted and the Archaeology Branch contacted at 250-953-3334 for direction. If an archaeological site is encountered during development and the appropriate permits are not in place, proponents will be in contravention of the *Heritage Conservation Act* and face possible fines and likely experience development delays while the appropriate permits are obtained.

If you or project proponents have questions please visit the FAQ page at <http://www.for.gov.bc.ca/archaeology/faq.htm> and the Property Owners and Developers web page at http://www.for.gov.bc.ca/archaeology/property_owners_and_developers/index.htm.

Please review the screenshot of the property below (outlined in yellow). If this does not represent the property as described in the data request please contact me. The brown colour represents high archaeological potential.

Please feel free to contact me if you have any questions regarding my response above.

Kind regards,

Diana



Diana Cooper | Archaeologist/Archaeological Site Inventory Information and Data Administrator

Archaeology Branch | Ministry of Forests, Lands and Natural Resource Operations
Unit 3 - 1250 Quadra St, Victoria BC V8W 2K7 | PO Box 9816 Stn Prov Govt, Victoria BC V8W 9W3
Phone: 250-953-3343 | Fax: 250-953-3340 | Website: <http://www.for.gov.bc.ca/archaeology/>

Lauri Feindell

From: Collins, Martin J ALC:EX <Martin.Collins@gov.bc.ca>
Sent: July-06-15 1:55 PM
To: Lauri Feindell
Subject: RE: Bylaw Referral C2015.070-ZONE (C05492.015)

Chris

There is no objection to the proposed bylaws.

Regards,

Martin Collins
Regional Planner
Agricultural Land Commission
#133 4940 Canada Way
Burnaby, BC, V5G 4K6
martin.collins@gov.bc.ca
604-660-7021

From: Lauri Feindell [<mailto:lfeindell@rdos.bc.ca>]
Sent: Friday, July 3, 2015 10:08 AM
To: HBE@interiorhealth.ca; mbjerkan@sd53.bc.ca (mbjerkan@sd53.bc.ca); Collins, Martin J ALC:EX; AGRI Interior AGRI:EX; onareception@syilx.org; banjo@oib.ca; Cooper, Diana FLNR:EX; fbclands@fortisbc.com
Cc: Christopher Garrish
Subject: Bylaw Referral C2015.070-ZONE (C05492.015)

Please find attached a Bylaw Referral for an application for a OCP/Zoning bylaw amendment application

Legal: Lot A, Plan KAP16769, DL2450S, SDYD, Portion Lot 176 (5463 Highway 97)
Bylaw No. 2452.15 and 2453.25

Please forward any comments you may have to planning@rdos.bc.ca

Kind Regards,



Lauri Feindell • Planning Administrative Assistant
Regional District of Okanagan-Similkameen
101 Martin Street, Penticton, BC V2A 5J9
p. 250.490.4107 • tf. 1.877.610.3737 • f. 250.492.0063
www.rdos.bc.ca • lfeindell@rdos.bc.ca

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ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Land Use Contract Discharge and Termination; and
OCP & Zoning Bylaw Amendment — Electoral Area “D”

Administrative Recommendation:

THAT the following bylaws be read a first and second time and proceed to a public hearing at the Board meeting of September 3, 2015:

- Bylaw No. 2603.05, 2015, Electoral Area “D” Official Community Plan Amendment Bylaw,
- Bylaw No. 2455.21, 2015, Electoral Area “D” Vintage Views Land Use Contract Discharge and Zoning Amendment Bylaw; and
- Bylaw No. 2455.22, 2015, Electoral Area “D” Vintage Views Land Use Contract Termination and Zoning Amendment Bylaw.

AND THAT the Board of Directors considers the process, as outlined in the report from the Chief Administrative Officer dated August 6, 2015, to be appropriate consultation for the purpose of Section 879 of the *Local Government Act*;

AND THAT, in accordance with Section 882 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 2603.05, 2015, in conjunction with its Financial and applicable Waste Management Plans;

AND THAT the holding of the public hearing be delegated to Chair Pendergraft or delegate;

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

Purpose:

The purpose of these amendment bylaws is to remove Land Use Contract (LUC) No. LU-3-D from those parcels comprised within the “Vintage Views” neighbourhood of Electoral Area “D-2”.

Specifically, it is being proposed to undertake a “voluntary discharge” of the LUC in relation to approximately 31 parcels for which “Discharge Agreements” have been obtained from the property owners, and to undertake an “early termination” of the LUC in relation to all remaining parcels.

It is further proposed to replace the LUC with a Low Density Residential (LR) designation under the Electoral Area “D-2” OCP Bylaw, and a Residential Single Family One (RS1) Zone under the Electoral Area “D-2” Zoning Bylaw.

Administration has committed to undertake additional consultation with residents of “Lakeshore Highlands” and “Heritage Hills” regarding a suitable replacement zoning to the LUC and will be bringing forward amendment bylaws related to these neighbourhoods at a future Board meeting.

Site Context:

The subject area is situated on the east side of Eastside Road and comprises a land area of approximately 15.75 hectares (ha) representing 62 parcels created as part of Phases 1, 2 & 3 of the “Vintage Views” subdivision.

Background:

Further to the report considered by the Board at the May 7, 2015, meeting of the Planning and Development (P&D) Committee, it was thought that Land Use Contract No. LU-3-D had been previously discharged in 1982-83, however, it recently came to light that an administrative error had resulted in the LUC not being properly removed from title.

As a result, the Official Community Plan (OCP) designations of Low Density Residential (LR) and Small Holdings (SH) and zoning district of Residential Single Family One (RS1) that have previously applied to these properties are of no effect and the terms of Land Use Contract No. LU-3-D remains in force.

In order to resolve this issue for those property owners who currently have a development application submitted to the Regional District, or anticipated to be developing their lots in the near future, Administration offered the opportunity to participate in a separate “voluntary discharge” process under Section 930 of the *Local Government Act* so that the one (1) year plus a day waiting period associated with an “early termination” does not apply and their applications may be progressed in a timely manner.

Referrals:

Approval from the Ministry of Transportation and Infrastructure (MoTI) is not required as the proposal is situated beyond 800 metres of a controlled area.

Pursuant to Section 881 of the *Local Government Act*, the Regional District must consult with the relevant School District when proposing to amend an OCP for an area that includes the whole or any part of that School District. In this instance, School District No. 67 has been made aware of the proposed amendment bylaw.

Pursuant to Section 882 of the *Local Government Act*, after first reading the Regional Board must consider the proposed OCP amendment in conjunction with Regional District's current financial and waste management plans. The proposed OCP amendment has been reviewed by the Public Works Department and Finance Department, and it has been determined that the proposed bylaw is consistent with RDOS's current waste management plan and financial plan.

Alternative:

THAT Bylaw No. 2603.05, 2015, Electoral Area “D” Official Community Plan Amendment Bylaw, and Bylaw No. 2455.21, 2015, & Bylaw No. 2455.22, 2015, Electoral Area “D” Zoning Amendment Bylaw be denied.

Public Process:

At their meeting of June 9, 2015, the Electoral Area “D” Advisory Planning Commission (APC) resolved to table this proposal “until after the open house, with the results to be presented at the next meeting.”

On July 6, 2015, a Public Information Meeting was held at the Community Centre in Okanagan Falls, where approximately 40-50 people attended. As a result of feedback received at this meeting, it was resolved to continue progressing the discharge of the LUC from “Vintage Views”, but to undertake further consultation in relation to the “Heritage Hills” neighbourhood.

At their subsequent meeting of July 14, 2015, the Electoral Area “D” Advisory Planning Commission (APC) resolved to recommend that the subject the proposed voluntary discharge of Land Use Contract No. LU-3-D from those parcels comprised within “Vintage Views” be approved.

Administration recommends that formal referral to the agencies listed at Attachment No. 1 should be considered appropriate consultation for the purpose of Section 879 of the *Local Government Act*, as the change in OCP designations involves an area less than 20 ha, the creation of less than 30 new parcels and is seen to be the formalisation of a designation and zoning that was thought to have applied to the subject area since the early 1980s. As such, this process is seen to be sufficiently early and does not need to be further ongoing.

In relation to the broader proposal to remove LUC No. LU-3-D, comments have been received from the Agricultural Land Commission (ALC), Fortis and Interior Health Authority (IHA) and these are included as a separate item on the Board Agenda.

Analysis:

Following notification of the proposed “early termination” of LUC No. LU-3-D to residents, Administration was able to obtain the consent of property owners representing 33 parcels in Phases 2 & 3 of “Vintage Views” wishing to participate in the “voluntary discharge” of the contract from their properties and its replacement with an RS1 zoning.

This represents approximately 97% of those parcels that had been identified as being vacant and likely subject to a Building Permit application in the next 12-15 months (i.e. only 1 property owner did not respond), or that are already the subject of an active subdivision application (i.e. Phase 3 of “Vintage Views”). In addition, the owners of 2 parcels which have already been developed have also indicated their desire to participate in the voluntary discharge process.

While Administration has committed to undertaking additional consultation with residents of “Lakeshore Highlands” and “Heritage Hills” regarding a suitable replacement zoning, this is not seen to be relevant to “Vintage Views” and could unduly prolong removal of the contract from this neighbourhood.

Delaying the removal of the contract is of concern due to the number of vacant parcels at “Vintage Views” and it is noted that the Board has already had to consider a variance application related to a house designed in accordance with the RS1 Zone but that did not comply with the provisions of the LUC. In order to avoid similar variance applications in future, Administration favours proceeding with the removal of the LUC from “Vintage Views” at this time.

With regard to the remaining 29 parcels found in Phases 1 and 2 of “Vintage Views”, Administration is further recommending the initiation of an “early termination” process in order to remove the LUC, again, in a timely manner.

Generally, the principal challenge associated with the discharge or termination of a Land Use Contract is going to be the transition of a parcel into the zoning bylaw, given its use under the provisions of the LUC may be completely incongruous with available zonings.

In this instance, however, this question is moot due to “Vintage Views” having already been developed in accordance with the Low Density Residential (LR) designation under the OCP and Residential Single Family One (RS1) zoning under the Zoning Bylaw (on the mistaken belief that the LUC was had been properly discharged in 1982).

The Board is further asked to be aware that, to further ensure this LUC is removed in as timely a manner as possible, Administration is recommending that, should 1st and 2nd reading be supported, the public hearing related to these amendments be scheduled to occur at the Board’s meeting of September 6, 2015, and that this be followed by consideration of 3rd reading (and adoption) at this same meeting.

Respectfully submitted:



C. Garrish, Planning Supervisor

Endorsed by:

D. Butler, Development Services Manager

Attachments: No. 1 – Agency Referral Sheet

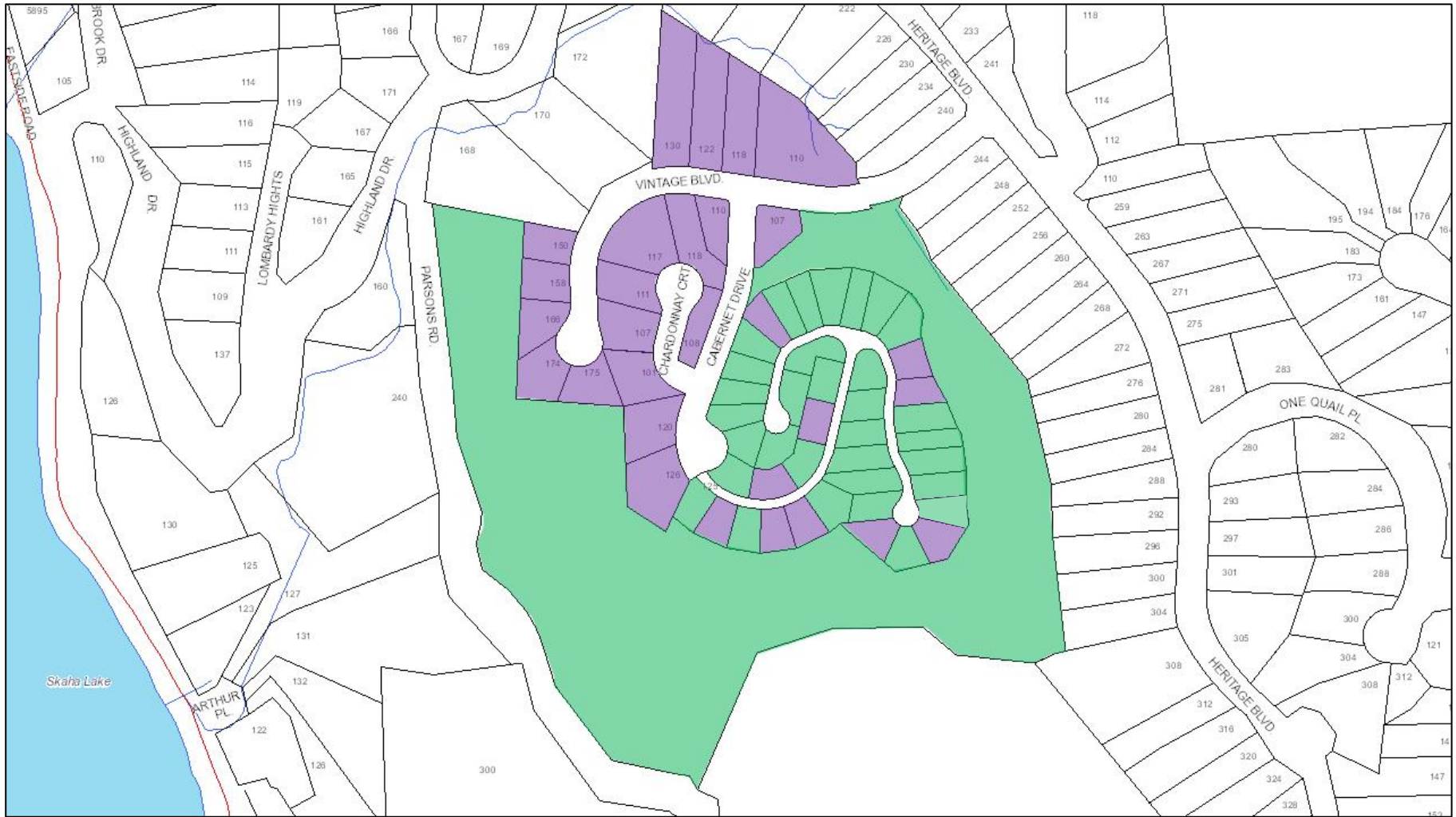
No. 2 – Area of “Voluntary Discharge” & “Early Termination” of LU-3-D at “Vintage Views”

Attachment No. 1 – Agency Referral List

Referrals to be sent to the following agencies as highlighted with a ☒, prior to the Board considering first reading of Amendment Bylaw No. 2603.05, 2015, No. 2455.21, 2015 and No. 2455.22, 2015:

<input checked="" type="checkbox"/>	Agricultural Land Commission (ALC)	<input type="checkbox"/>	Kootenay Boundary Regional District
<input checked="" type="checkbox"/>	Interior Health Authority (IHA)	<input type="checkbox"/>	City of Penticton
<input checked="" type="checkbox"/>	Ministry of Agriculture	<input type="checkbox"/>	District of Summerland
<input type="checkbox"/>	Ministry of Energy & Mines	<input type="checkbox"/>	Town of Oliver
<input type="checkbox"/>	Ministry of Community, Sport and Cultural Development	<input type="checkbox"/>	Town of Osoyoos
<input checked="" type="checkbox"/>	Ministry of Environment	<input type="checkbox"/>	Town of Princeton
<input type="checkbox"/>	Ministry of Forest, Lands & Natural Resource Operations	<input type="checkbox"/>	Village of Keremeos
<input type="checkbox"/>	Ministry of Jobs, Tourism and Innovation	<input checked="" type="checkbox"/>	Okanagan Nation Alliance (ONA)
<input type="checkbox"/>	Ministry of Transportation and Infrastructure	<input checked="" type="checkbox"/>	Penticton Indian Band (PIB)
<input type="checkbox"/>	Integrated Land Management Bureau	<input type="checkbox"/>	Osoyoos Indian Band (OIB)
<input type="checkbox"/>	BC Parks	<input type="checkbox"/>	Upper Similkameen Indian Bands (USIB)
<input type="checkbox"/>	School District #53 (Okanagan Similkameen)	<input type="checkbox"/>	Lower Similkameen Indian Bands (LSIB)
<input type="checkbox"/>	School District #58 (Nicola Similkameen)	<input type="checkbox"/>	Environment Canada
<input checked="" type="checkbox"/>	School District #67 (Okanagan Skaha)	<input type="checkbox"/>	Fisheries and Oceans Canada
<input type="checkbox"/>	Central Okanagan Regional District	<input checked="" type="checkbox"/>	Archaeology Branch
<input checked="" type="checkbox"/>	Fortis	<input type="checkbox"/>	Westbank First Nation
<input checked="" type="checkbox"/>	Lakeshore Highland Water System	<input type="checkbox"/>	Okanagan Falls Irrigation District

Attachment No. 2 — Area of “Voluntary Discharge” & “Early Termination” of LU-3-D at “Vintage Views”



“Early Termination”



“Voluntary Discharge”

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2603.05, 2015

**A Bylaw to amend the Electoral Area “D”
Official Community Plan Bylaw No. 2603, 2013**

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 “D” Official Community Plan Amendment Bylaw No. 2603.05 2015.”
2. The Future Land Use Map, being Schedule ‘B’ of the Electoral Area “D” Official Community Plan No. 2603, 2013, is amended by introducing a land use designation for the land described as:
 - i) Lots 1-9, Plan KAP86678, District Lot 2710, SDYD;
 - ii) Lots A, B & C, Plan KAP91496, District Lot 2710, SDYD;
 - iii) Lots 11-17, Plan KAP86678, District Lot 2710, SDYD;
 - iv) Lots 1-42, Plan KAS3813, District Lot 2710, SDYD; and
 - v) Lot 1, Plan KAP50897, District Lot 2710, SDYD, Except Plans KAP51161, KAP52868, KAP86678, and KAP91225.

and shown shaded yellow on the attached Schedule ‘X’ (which forms part of this Bylaw) of Low Density Residential (LR).

READ A FIRST AND SECOND TIME this __ day of ____, 2015.

PUBLIC HEARING held this __ day of ____, 2015.

READ A THIRD TIME this __ day of ____, 2015.

ADOPTED this __ day of ____, 2015.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

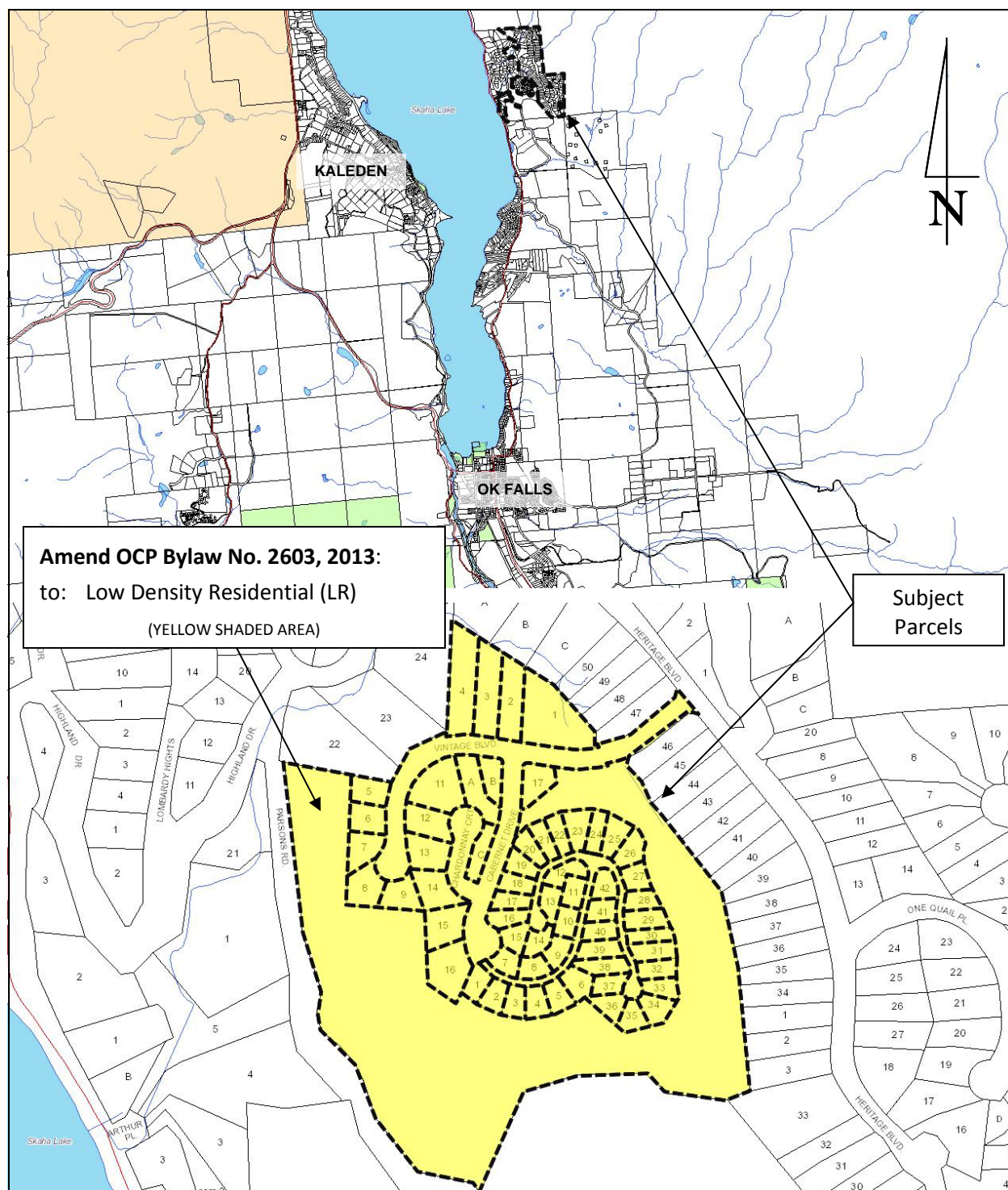
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2603.05, 2015

File No. D2015.021-ZONE

Schedule 'X'



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2455.21, 2015

**A Bylaw to partially discharge Land Use Contract No. LU-3-D and
to amend the Electoral Area “D” Zoning Bylaw No. 2455, 2008**

WHEREAS pursuant to s. 930 of the *Local Government Act*, a local government may, by bylaw, discharge a land use contract that applies to land within the jurisdiction of the local government; and

WHEREAS the registered owners of the lands described in sections 2, 4, 6, 8, 10, 12, 14, 16 and 18 of this bylaw have agreed to the discharge of the land use contract that applies to their respective lands;

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 “D” Vintage Views Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015”.
2. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lot 1, District Lot 2710, SDYD, Plan KAP50897, Except Plans KAP51161, KAP52868, KAP86678, KAP91225, and shown shaded yellow on the attached Schedule ‘Y-1’ (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule ‘Z-1’.
3. The land described in section 2 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area “D” Zoning Bylaw No. 2455, 2008 and the Zoning Map, being Schedule ‘2’ of the Electoral Area “D” Zoning Bylaw No. 2455, 2008, is amended accordingly.
4. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lots 1, 12, 14, 15, 22, 23, 26, 29, 30, 33, 38 and 42, Plan KAS3813, District Lot 2710, SDYD, and shown shaded yellow on

the attached Schedule 'Y-2' (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule 'Z-2'.

5. The land described in section 4 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008 and the Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended accordingly.
6. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lots 3, 13, 16, 19 and 24, Plan KAS3813, District Lot 2710, SDYD, and shown shaded yellow on the attached Schedule 'Y-3' (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule 'Z-3'.
7. The land described in section 6 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008 and the Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended accordingly.
8. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lots 11, 31, 40 and 41, Plan KAS3813, District Lot 2710, SDYD, and shown shaded yellow on the attached Schedule 'Y-4' (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule 'Z-4'.
9. The land described in section 8 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008 and the Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended accordingly.
10. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lots 6, 32 and 37, Plan KAS3813, District Lot 2710, SDYD, and shown shaded yellow on the attached Schedule 'Y-5' (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule 'Z-5'.
11. The land described in section 10 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008 and the Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended accordingly.

12. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lots 25, 35 and 39, Plan KAS3813, District Lot 2710, SDYD, and shown shaded yellow on the attached Schedule 'Y-6' (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule 'Z-6'.
13. The land described in section 12 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008 and the Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended accordingly.
14. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lots 17, 18 and 21, Plan KAS3813, District Lot 2710, SDYD, and shown shaded yellow on the attached Schedule 'Y-7' (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule 'Z-7'.
15. The land described in section 14 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008 and the Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended accordingly.
16. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lot 7, Plan KAS3813, District Lot 2710, SDYD, and shown shaded yellow on the attached Schedule 'Y-8' (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule 'Z-8'.
17. The land described in section 16 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008 and the Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended accordingly.
18. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as Lot 9, Plan KAS3813, District Lot 2710, SDYD, and shown shaded yellow on the attached Schedule 'Y-9' (which forms part of this Bylaw), is discharged in respect of that land and the authorized signatories of the Regional District may execute the discharge agreement attached to this bylaw as Schedule 'Z-9'.
19. The land described in section 18 is zoned Residential Single Family One (RS1) in Regional District of Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008 and the

Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended accordingly.

READ A FIRST AND SECOND TIME this __ day of ____, 2015.

PUBLIC HEARING held on this __ day of ____, 2015.

READ A THIRD TIME this __ day of ____, 2015.

ADOPTED this __ day of ____, 2015.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

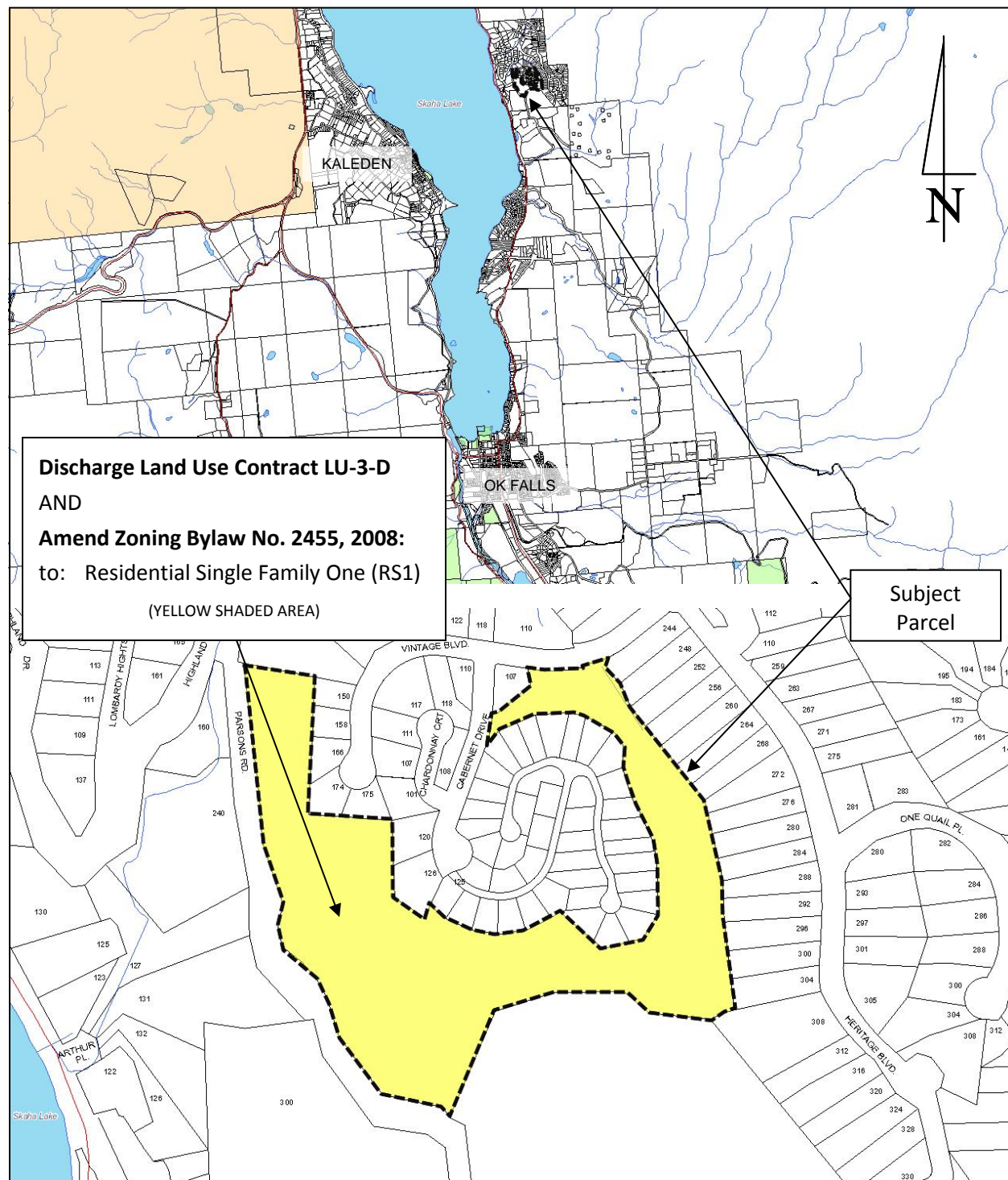
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-1'



Amendment Bylaw No. 2455.21, 2015

(D2015.021-ZONE)

Page 5 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

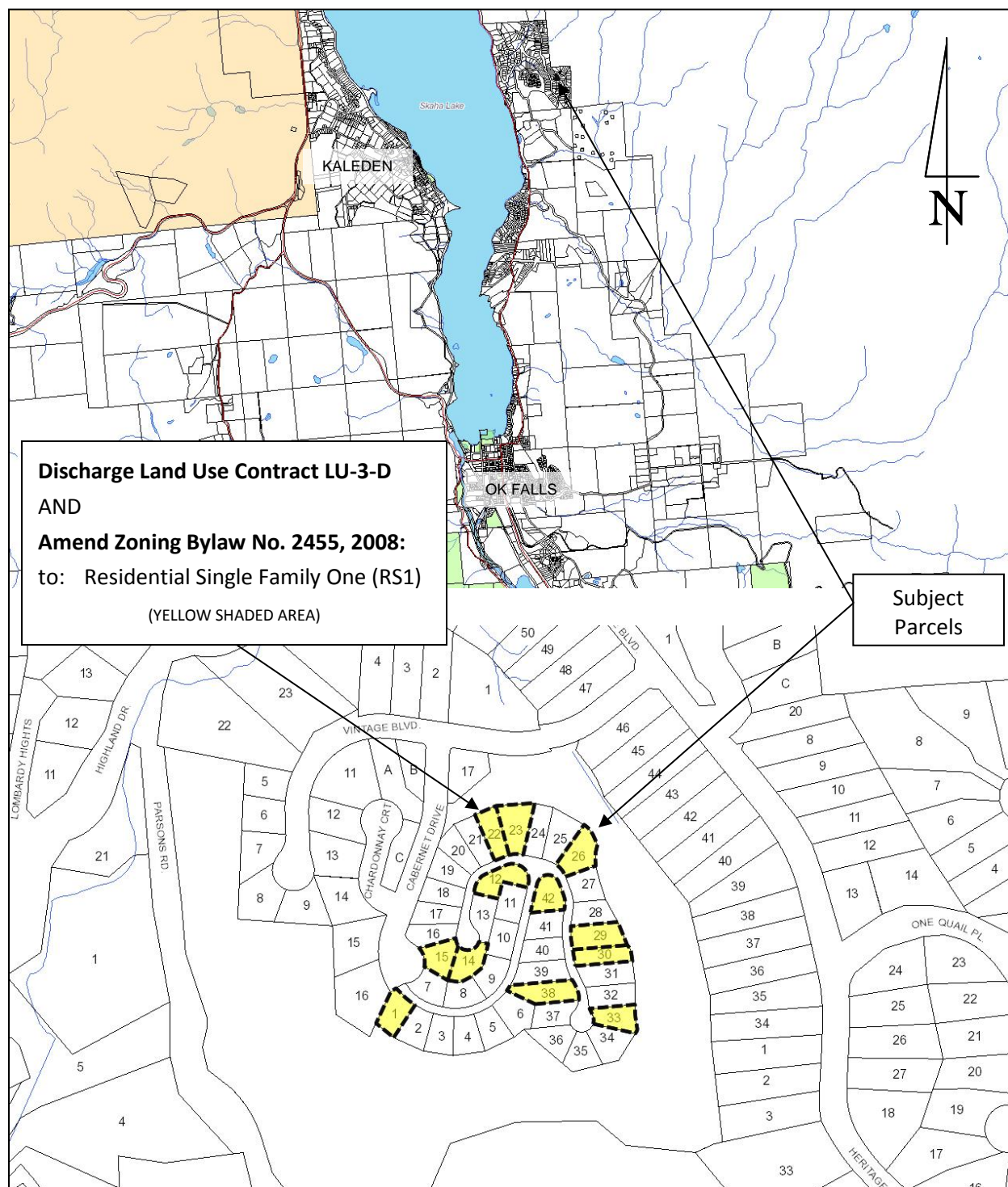
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-2'



Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

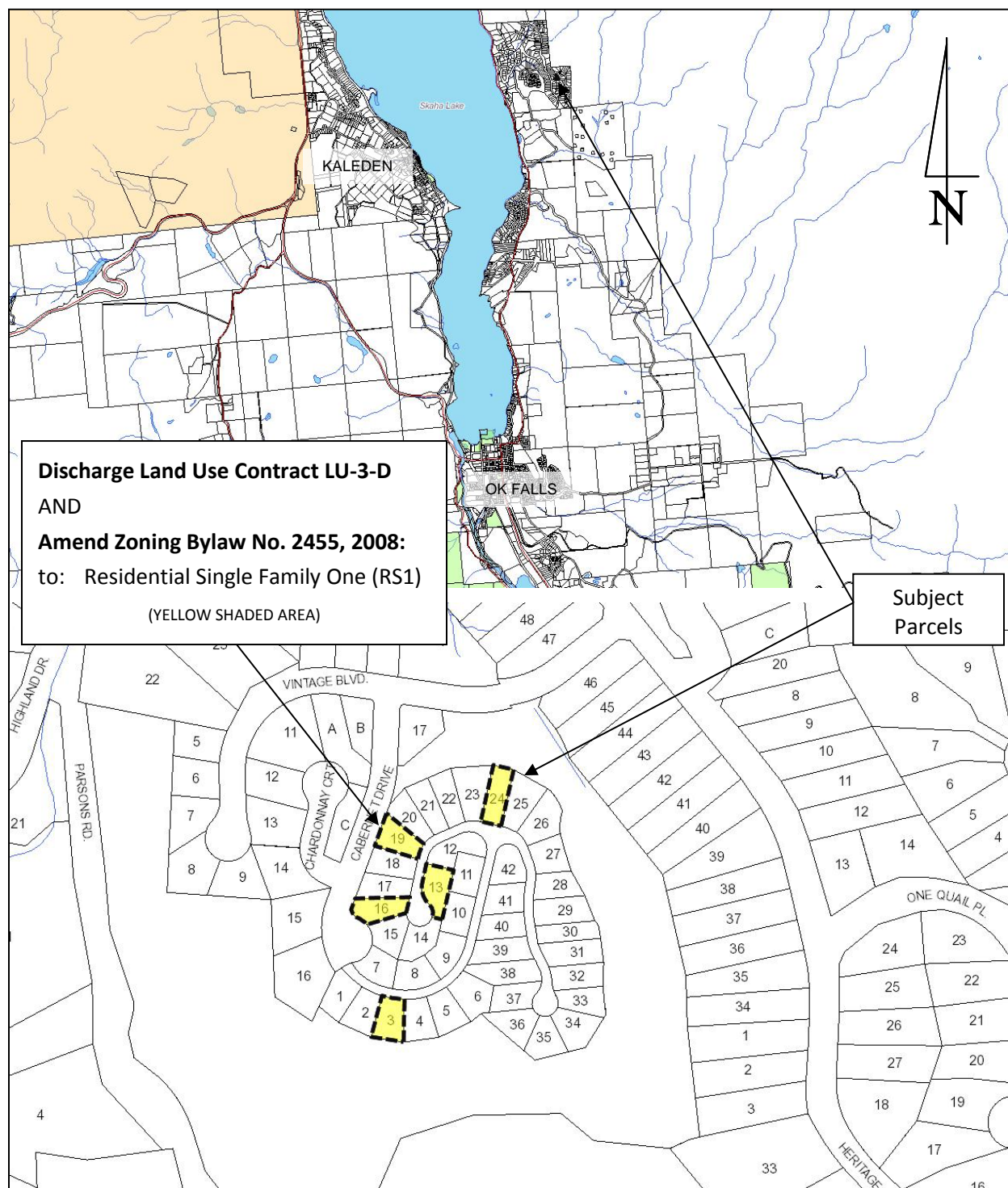
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-5'



Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

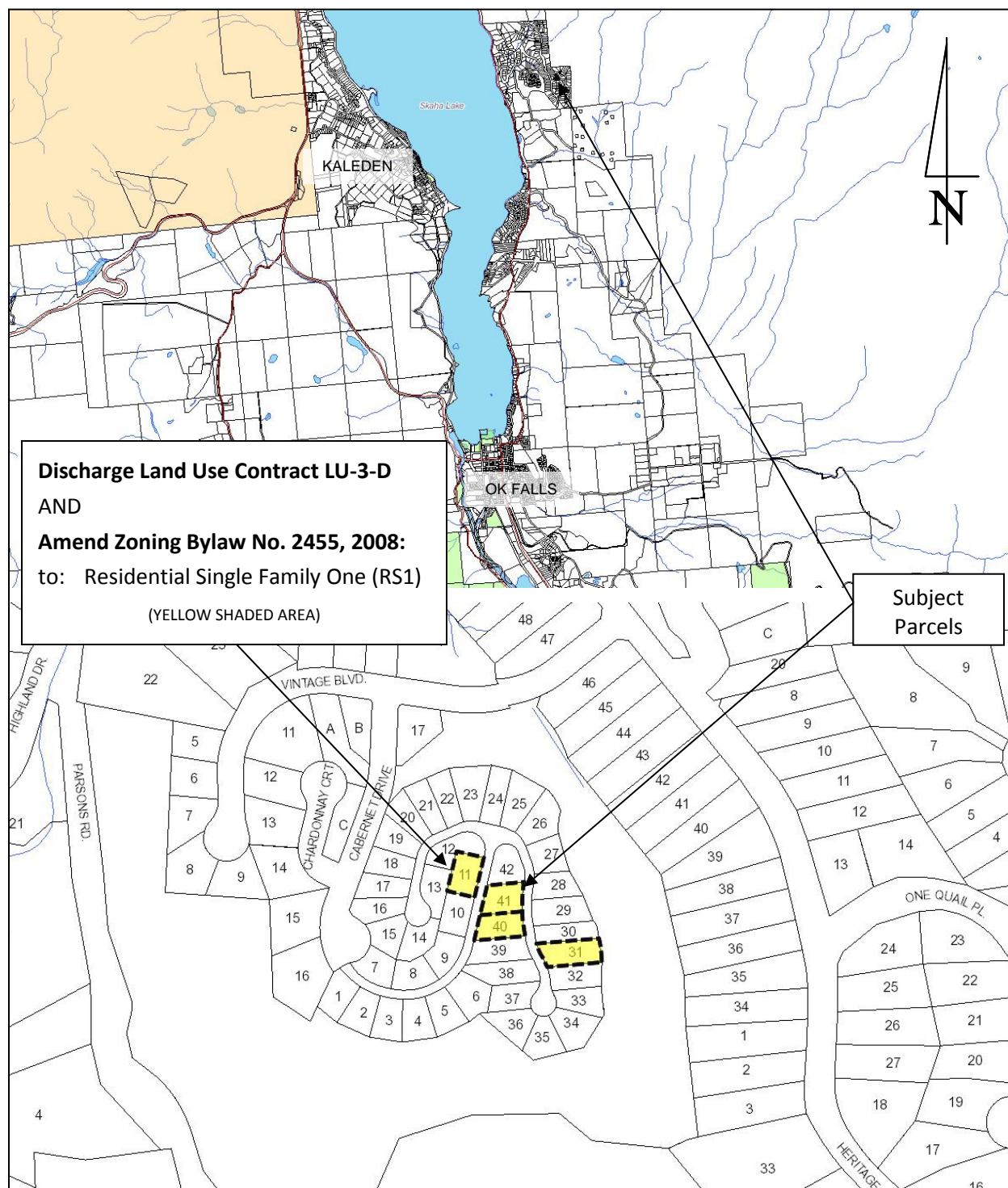
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Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-6'



Amendment Bylaw No. 2455.21, 2015

(D2015.021-ZONE)

Page 8 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

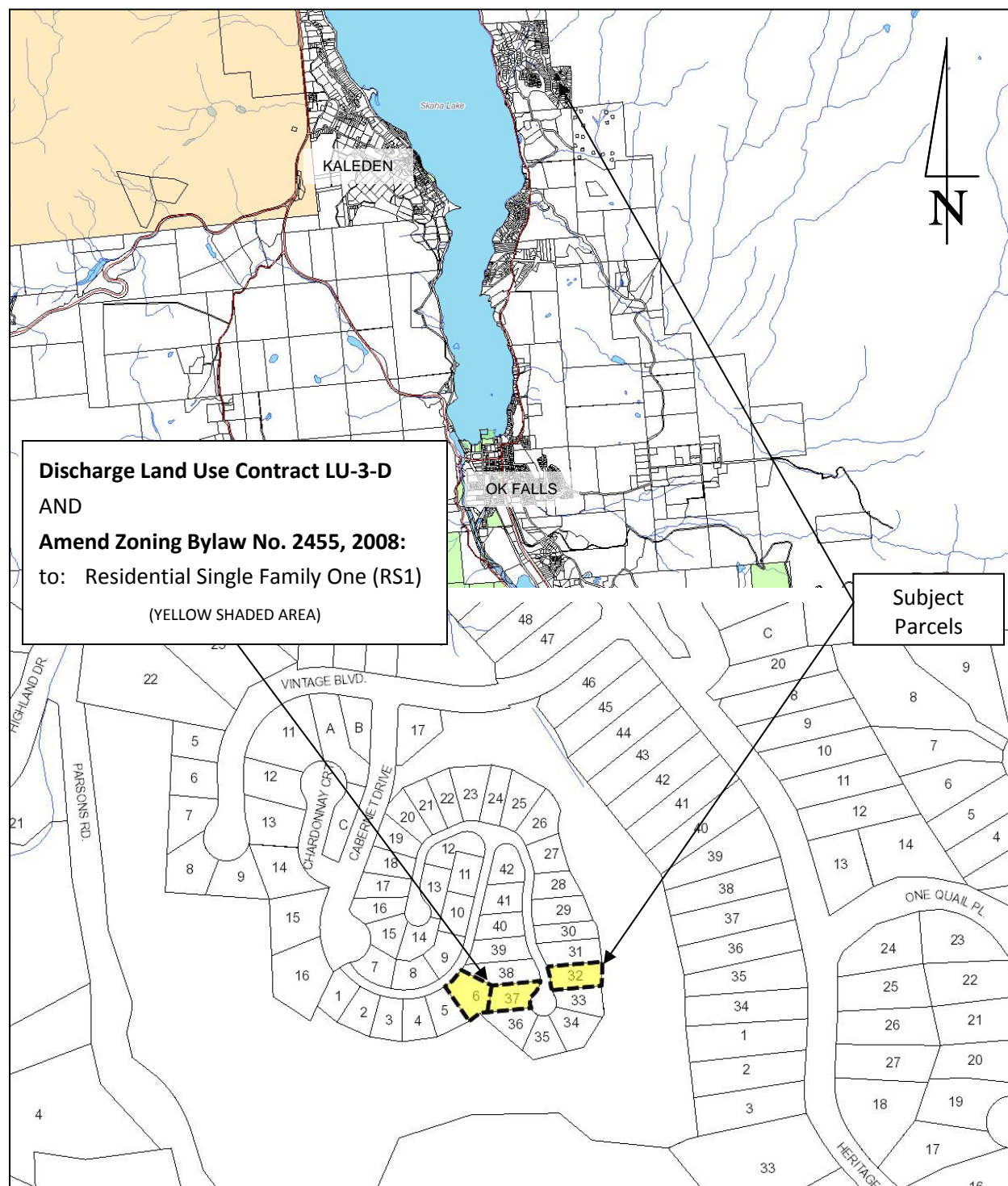
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Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-7'



Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

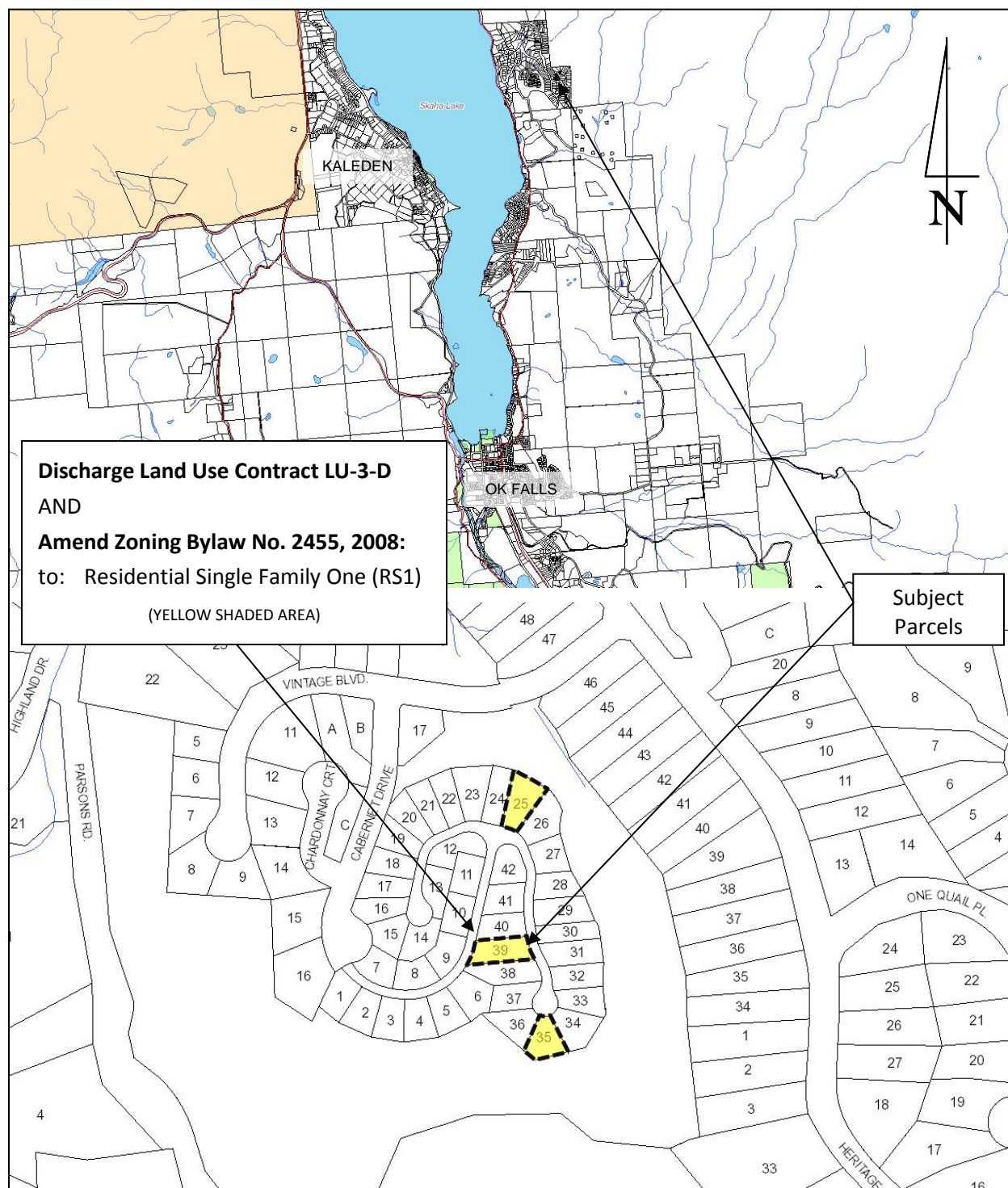
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-8'



Amendment Bylaw No. 2455.21, 2015

(D2015.021-ZONE)

Page 10 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

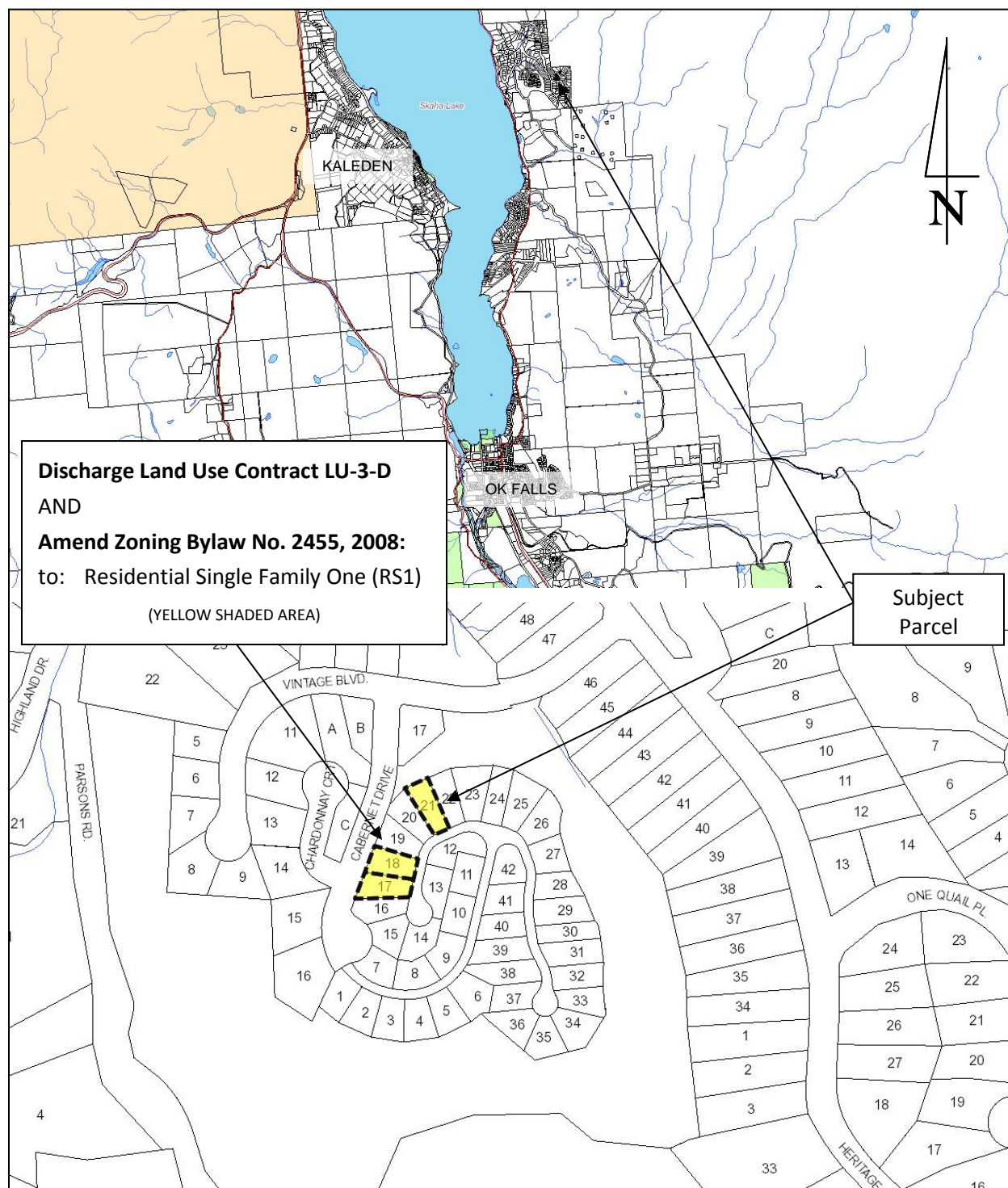
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Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-9'



Amendment Bylaw No. 2455.21, 2015

(D2015.021-ZONE)

Page 11 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

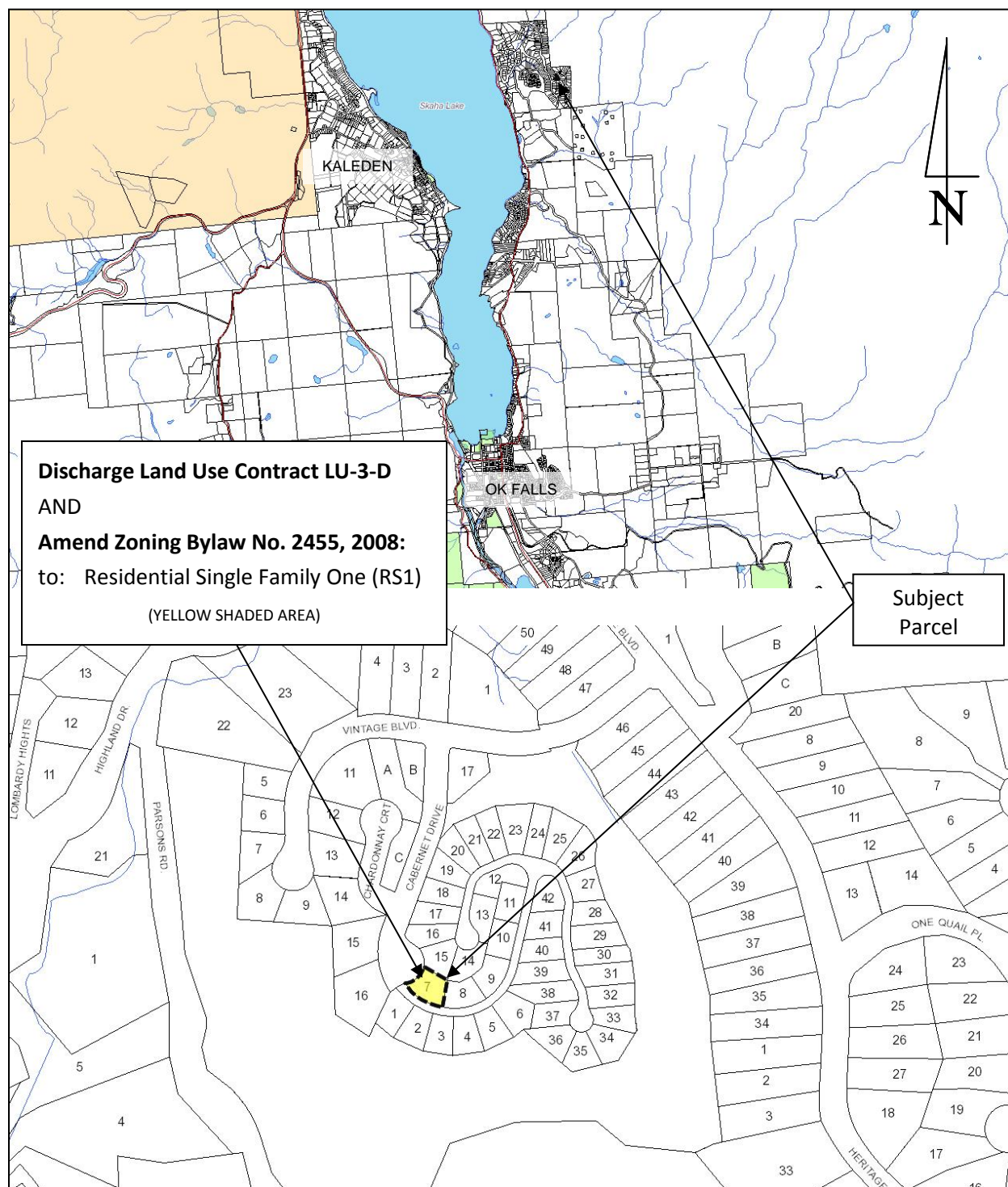
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Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-10'



Amendment Bylaw No. 2455.21, 2015

(D2015.021-ZONE)

Page 12 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

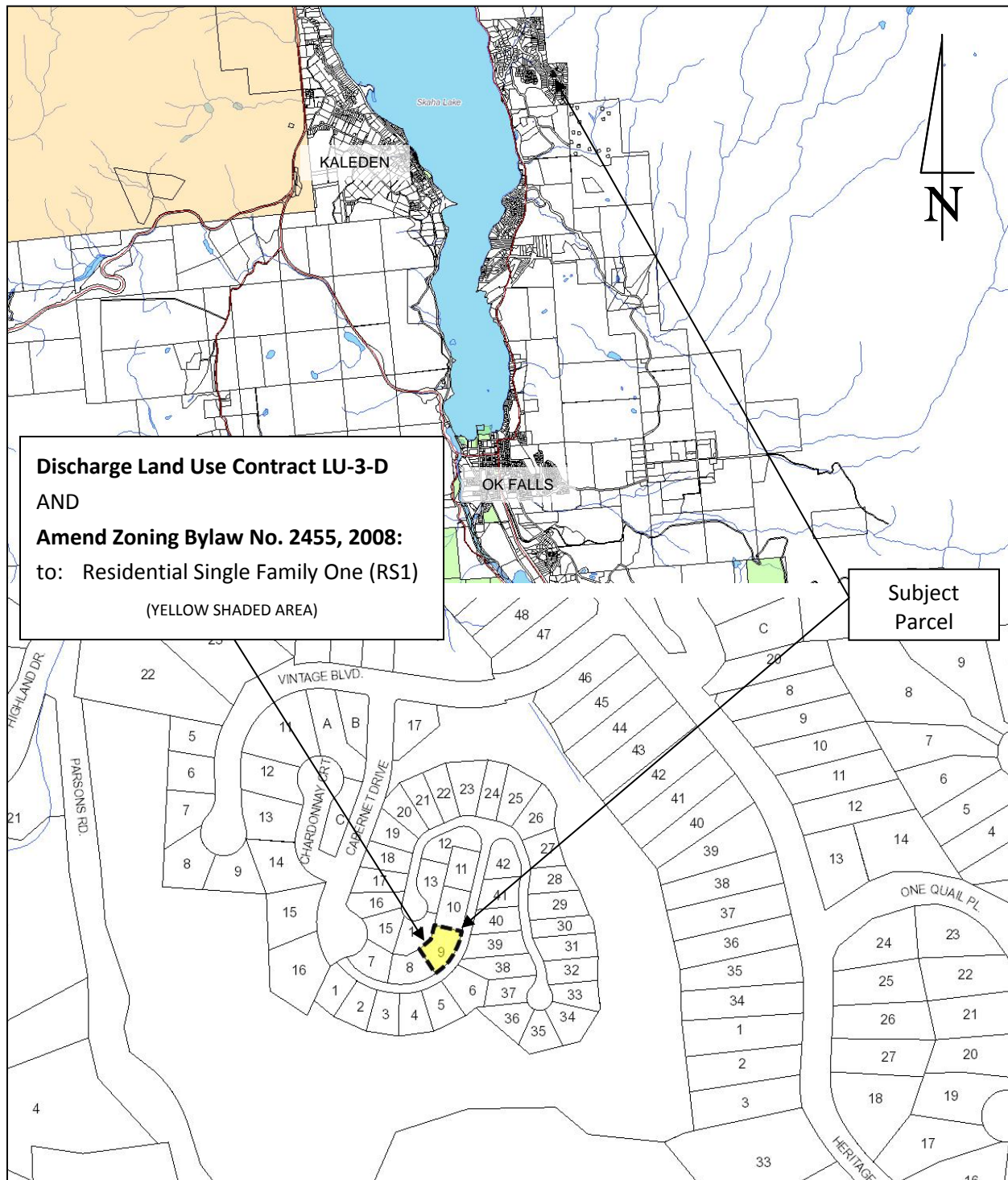
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Y-11'



Amendment Bylaw No. 2455.21, 2015

(D2015.021-ZONE)

Page 13 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

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Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-1'



LAND USE CONTRACT DISCHARGE AGREEMENT

Regional District of Okanagan-Similkameen

WHEREAS on December 22, 1972 the Regional District of Okanagan-Similkameen entered into a land use contract with William Eric Bomford in respect of (1) SL45, DL2710, SDYD, Plan 1189 Except Plans 14107, 17357, 19076 and 21364; (2) SL29, DL2710, SDYD, Plan 1189 Shown on Plan B4249 Except Plan 21364; (3) SL29, DL2710, SDYD, Plan 1189 Except Part Shown on Plan B4249; and (4) DL3967⁵, SDYD, Except Plan 14107 and Part Shown as Road on Plan 21364 (the "Land"), which land use contract was authorized by Electoral Area "D" Zoning Bylaw No. 100 Amendment Bylaw No. 158, 1972 and registered in the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and

WHEREAS the Land was subsequently subdivided by Plan KAP50897 deposited in the Kamloops Land Title Office on November 17, 1993; and

WHEREAS on July 27, 2012 Vintage Views Developments Ltd. (the "Owner") became the owner in fee simple of Lot 1, Plan KAP50897, District Lot 2710, SDYD, Except Plans KAP51161, KAP52868, KAP86678, and KAP91225 ("Lot 1"); and

WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of "Lot 1"; and

WHEREAS under Section 930 of the *Local Government Act* a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and

WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the *Local Government Act* and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015; and

THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to "Lot 1".

Vintage Views Developments Ltd. Inc. No. BC0757526

A blue ink signature, appearing to be "J.M.", is written over a horizontal line.

Authorized Signatory:

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN

By its authorized signatories:

Board Chair:

Corporate Officer:

Amendment Bylaw No. 2455.21, 2015
(D2015.021-ZONE)

Page 14 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-2'



LAND USE CONTRACT DISCHARGE AGREEMENT

Regional District of Okanagan-Similkameen

WHEREAS on December 22, 1972, the Regional District of Okanagan-Similkameen entered into a land use contract with William Eric Bomford in respect of (1) SL45, DL2710, SDYD, Plan 1189 Except Plans 14107, 17357, 19076 and 21364; (2) SL29, DL2710, SDYD, Plan 1189 Shown on Plan B4249 Except Plan 21364; (3) SL29, DL2710, SDYD, Plan 1189 Except Part Shown on Plan B4249; and (4) DL3967^s, SDYD, Except Plan 14107 and Part Shown as Road on Plan 21364 (the "Land"), which land use contract was authorized by Electoral Area 'D' Zoning Bylaw No. 100 Amendment Bylaw No. 158, 1972, and registered in the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and

WHEREAS the Land was subsequently subdivided by Plan KAS3813 deposited in the Kamloops Land Title Office on August 16, 2010; and

WHEREAS on AUG. 24, 2012, Jesslyn Holdings Limited and Raven Creek Holding Company Limited (the "Owners") became the owners of Lots 1, 12, 14, 15, 22, 23, 26, 29, 30, 33, 38 and 42, Plan KAS3813, District Lot 2710, SDYD, ("the Lots"); and

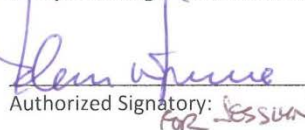
WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of the Lots; and

WHEREAS under Section 930 of the *Local Government Act* a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and

WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the *Local Government Act* and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015;

THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to the Lots.

Jesslyn Holdings Limited and Raven Creek Holding Company Limited

 
Authorized Signatory: Jesslyn FOR RAVEN RIDGE

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN

By its authorized signatories:

Board Chair: _____

Corporate Officer: _____

Amendment Bylaw No. 2455.21, 2015
(D2015.021-ZONE)

Page 15 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-3'



LAND USE CONTRACT DISCHARGE AGREEMENT

Regional District of Okanagan-Similkameen

WHEREAS on December 22, 1972 the Okanagan-Similkameen Regional District entered into a land use contract with William Eric Bomford in respect of (1) SL45, DL2710, SDYD, Plan 1189 Except Plans 14107, 17357, 19076 and 21364; (2) SL29, DL2710, SDYD, Plan 1189 Shown on Plan B4249 Except Plan 21364; (3) SL29, DL2710, SDYD, Plan 1189 Except Part Shown on Plan B4249; and (4) DL3967^s, SDYD, Except Plan 14107 and Part Shown as Road on Plan 21364 (the "Land"), which land use contract was authorized by Electoral Area 'D' Zoning Bylaw No. 100 Amendment Bylaw No. 158, 1972 and registered in the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and

WHEREAS the Land was subsequently subdivided by Plan KAS3813 deposited in the Kamloops Land Title Office on August 16, 2010; and

WHEREAS on January , 2012, 0754647 BC Limited (the "Owner") became the owner of Lots 3, 13, 16, 19 and 24, Plan KAS3813, District Lot 2710, SDYD, ("the Lots"); and

WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of the Lots; and

WHEREAS under Section 930 of the *Local Government Act* a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and

WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the *Local Government Act* and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015;

THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to the Lots.

0754647 BC Limited

Harry Howard

Digitally signed by Harry Howard
DN: cn=Harry Howard, o=DLC The Mortgage
Hub, ou, email=harry@harryhoward.ca, c=CA
Date: 2015.07.08 12:21:35 -0700
Adobe Acrobat version: 11.0.11

Authorized Signatory:

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN

By its authorized signatories:

Board Chair:

Corporate Officer:

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

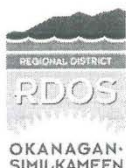
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-4'



LAND USE CONTRACT DISCHARGE AGREEMENT

Regional District of Okanagan-Similkameen

WHEREAS on December 22, 1972 the Okanagan-Similkameen Regional District entered into a land use contract with William Eric Bomford in respect of (1) SL45, DL2710, SDYD, Plan 1189 Except Plans 14107, 17357, 19076 and 21364; (2) SL29, DL2710, SDYD, Plan 1189 Shown on Plan B4249 Except Plan 21364; (3) SL29, DL2710, SDYD, Plan 1189 Except Part Shown on Plan B4249; and (4) DL3967^s, SDYD, Except Plan 14107 and Part Shown as Road on Plan 21364 (the "Land"), which land use contract was authorized by Electoral Area 'D' Zoning Bylaw No. 100 Amendment Bylaw No. 158, 1972 and registered in the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and

WHEREAS the Land was subsequently subdivided by Plan KAS3813 deposited in the Kamloops Land Title Office on August 16, 2010; and

WHEREAS on June 4, 2012, Emmerson Kennedy Corporation (the "Owner") became the owner of Lots 11, 31, 40 and 41, Plan KAS3813, District Lot 2710, SDYD ("the Lots"); and

WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of the Lots; and

WHEREAS under Section 930 of the *Local Government Act* a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and

WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the *Local Government Act* and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015;

THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to the Lots.

Emmerson Kennedy Corporation

Authorized Signatory: *Ian Kennedy*
IAN KENNEDY

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN

By its authorized signatories:

Board Chair: _____

Corporate Officer: _____

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-5'



LAND USE CONTRACT DISCHARGE AGREEMENT

Regional District of Okanagan-Similkameen

WHEREAS on December 22, 1972 the Okanagan-Similkameen Regional District entered into a land use contract with William Eric Bomford in respect of (1) SL45, DL2710, SDYD, Plan 1189 Except Plans 14107, 17357, 19076 and 21364; (2) SL29, DL2710, SDYD, Plan 1189 Shown on Plan B4249 Except Plan 21364; (3) SL29, DL2710, SDYD, Plan 1189 Except Part Shown on Plan B4249; and (4) DL3967^s, SDYD, Except Plan 14107 and Part Shown as Road on Plan 21364 (the "Land"), which land use contract was authorized by Electoral Area 'D' Zoning Bylaw No. 100 Amendment Bylaw No. 158, 1972 and registered in the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and

WHEREAS the Land was subsequently subdivided by Plan KAS3813 deposited in the Kamloops Land Title Office on August 16, 2010; and

WHEREAS on July 22, 2015 BC Wholesale Appliance (the "Owner") became the owner of Lots 6, 32 and 37, Plan KAS3813, District Lot 2710, SDYD, ("the Lots"); and

WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of the Lots; and

WHEREAS under Section 930 of the *Local Government Act* a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and

WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the *Local Government Act* and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015;

THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to the Lots.

BC Wholesale Appliance

Authorized Signatory:

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

By its authorized signatories:

Board Chair:

Corporate Officer:

Amendment Bylaw No. 2455.21, 2015

(D2015.021-ZONE)

Page 18 of 22

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

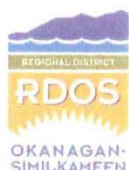
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-6'



LAND USE CONTRACT DISCHARGE AGREEMENT

Regional District of Okanagan-Similkameen

WHEREAS on December 22, 1972 the Okanagan-Similkameen Regional District entered into a land use contract with William Eric Bomford in respect of (1) SL45, DL2710, SDYD, Plan 1189 Except Plans 14107, 17357, 19076 and 21364; (2) SL29, DL2710, SDYD, Plan 1189 Shown on Plan B4249 Except Plan 21364; (3) SL29, DL2710, SDYD, Plan 1189 Except Part Shown on Plan B4249; and (4) DL3967^s, SDYD, Except Plan 14107 and Part Shown as Road on Plan 21364 (the "Land"), which land use contract was authorized by Electoral Area 'D' Zoning Bylaw No. 100 Amendment Bylaw No. 158, 1972 and registered in the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and

WHEREAS the Land was subsequently subdivided by Plan KAS3813 deposited in the Kamloops Land Title Office on August 16, 2010; and

WHEREAS on March 15, 2012, Brian Cutler (the "Owner") became the owner of Lots 25, 35 and 39, Plan KAS3813, District Lot 2710, SDYD, ("the Lots"); and


WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of the Lots; and

WHEREAS under Section 930 of the *Local Government Act* a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and

WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the *Local Government Act* and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015;

THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to the Lots.

Brian Cutler



Authorized Signatory:

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN
By its authorized signatories:

Board Chair:

Corporate Officer:

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-7'

	LAND USE CONTRACT DISCHARGE AGREEMENT Regional District of Okanagan-Similkameen	<p>Regional District JUL - 8 2015 101 Martin Street Penticton BC V2A 5J9</p>		
<p>WHEREAS on December 22, 1972 the Okanagan-Similkameen Regional District entered into a land use contract with William Eric Bomford in respect of (1) SL45, DL2710, SDYD, Plan 1189 Except Plans 14107, 17357, 19076 and 21364; (2) SL29, DL2710, SDYD, Plan 1189 Shown on Plan B4249 Except Plan 21364; (3) SL29, DL2710, SDYD, Plan 1189 Except Part Shown on Plan B4249; and (4) DL3967^s, SDYD, Except Plan 14107 and Part Shown as Road on Plan 21364 (the "Land"), which land use contract was authorized by Electoral Area 'D' Zoning Bylaw No. 100 Amendment Bylaw No. 158, 1972 and registered in the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and</p> <p>WHEREAS the Land was subsequently subdivided by Plan KAS3813 deposited in the Kamloops Land Title Office on August 16, 2010; and</p> <p>WHEREAS on <u>January 31</u>, 20<u>12</u>, Pacific Rim Equipment Inc. (the "Owner") became the owner of Lots 17, 18 and 21, Plan KAS3813, District Lot 2710, SDYD, ("the Lots"); and</p> <p>WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of the Lots; and</p> <p>WHEREAS under Section 930 of the <i>Local Government Act</i> a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and</p> <p>WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the <i>Local Government Act</i> and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015;</p> <p>THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to the Lots.</p> <p>Pacific Rim Equipment Inc.</p> <p> Authorized Signatory:</p> <p>REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN By its authorized signatories:</p> <table><tr><td>Board Chair: _____</td><td>Corporate Officer: _____</td></tr></table>			Board Chair: _____	Corporate Officer: _____
Board Chair: _____	Corporate Officer: _____			

Amendment Bylaw No. 2455.21, 2015
(D2015.021-ZONE)

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-8'



LAND USE CONTRACT DISCHARGE AGREEMENT

Regional District of Okanagan-Similkameen

WHEREAS on December 22, 1972 the Okanagan-Similkameen Regional District entered into a land use contract with William Eric Bomford in respect of (1) SL45, DL2710, SDYD, Plan 1189 Except Plans 14107, 17357, 19076 and 21364; (2) SL29, DL2710, SDYD, Plan 1189 Shown on Plan B4249 Except Plan 21364; (3) SL29, DL2710, SDYD, Plan 1189 Except Part Shown on Plan B4249; and (4) DL3967^s, SDYD, Except Plan 14107 and Part Shown as Road on Plan 21364 (the "Land"), which land use contract was authorized by Electoral Area 'D' Zoning Bylaw No. 100 Amendment Bylaw No. 158, 1972 and registered in the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and

WHEREAS the Land was subsequently subdivided by Plan KAS3813 deposited in the Kamloops Land Title Office on August 16, 2010; and

WHEREAS on August 1, 2014, Barbara Elder and Larry Solomon (the "Owners") became the owner of Lots 7, Plan KAS3813, District Lot 2710, SDYD ("Lot 7"); and

WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of Lot 7; and

WHEREAS under Section 930 of the *Local Government Act* a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and

WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the *Local Government Act* and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015;

THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to Lot 7.

The "Owners"

Barbara Elder
Barbara Elder

Larry Solomon
Larry Solomon

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN
By its authorized signatories:

Board Chair:

Corporate Officer:

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.21, 2015

File No. D2015.021-ZONE

Schedule 'Z-9'

	LAND USE CONTRACT DISCHARGE AGREEMENT Regional District of Okanagan-Similkameen
<p>WHEREAS the Regional District of Okanagan-Similkameen entered into a land use contract with William Eric Bonford in respect of (1) SL45, DL2/10, SDYD, Plan 1189 Except Plans 14107, 14269, 14006, 144 11004, 1411110, DL2/10, SDYD, Plan 1189 Except Plan 14140 Except Plan 14104, (4) SL29, DL2/10, SDYD, Plan 1189 Except Part shown on Plan 14249; and (4) DL3867, SDYD, except Plan 14107 and Part shown as Road on Plan 141364 (the "Land"), which land use contract was authorized by the Kamloops Land Title Office under No. J10071 (the "Land Use Contract"); and</p> <p>WHEREAS the Land Use Contract was discharged by the Kamloops Land Title Office on August 16, 2010; and</p> <p>WHEREAS the Land Use Contract was discharged by the Kamloops Land Title Office on August 16, 2010; and</p> <p>WHEREAS the Regional District and the Owner wish to discharge the Land Use Contract in respect of Lot 9; and</p> <p>WHEREAS under Section 940 of the Local Government Act a land use contract that is registered in a land title office may be discharged by bylaw, with the agreement of the local government and the owner of any parcel of land that is described in the bylaw as being covered by the amendment; and</p> <p>WHEREAS the Regional District has held a public hearing in accordance with Sections 890 to 894 of the Local Government Act and has authorized the execution of this Agreement by Electoral Area "D" Land Use Contract Discharge and Zoning Amendment Bylaw No. 2455.21, 2015.</p> <p>THIS AGREEMENT is evidence that, in consideration of the premises and the sum of one dollar paid to the Regional District by the Owner, the receipt and sufficiency of which are acknowledged by the Regional District, the Owner and the Regional District agree that the Land Use Contract is discharged in relation to Lot 9.</p> <p>The "Owner"</p> <p> Geoffrey Orr</p> <p>REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN</p> <p>By its authorized signatories:</p> <p>Board Chair: _____ Corporate Officer: _____</p>	

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2455.22, 2015

**A Bylaw to partially terminate Land Use Contract No. LU-3-D and
to amend the Electoral Area “D” Zoning Bylaw No. 2455, 2008**

WHEREAS pursuant to s. 914.2 of the *Local Government Act*, a local government may, by bylaw, terminate a land use contract that applies to land within the jurisdiction of the local government;

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 “D” Vintage Views Land Use Contract Termination and Zoning Amendment Bylaw No. 2455.22, 2015.”
2. The Land Use Contract No. LU-3-D, registered in the Kamloops Land Title Office under charge number J10071 against title to the land described as:
 - i) Lots 1-9, Plan KAP86678, District Lot 2710, SDYD;
 - ii) Lots A, B & C, Plan KAP91496, District Lot 2710, SDYD;
 - iii) Lots 11-17, Plan KAP86678, District Lot 2710, SDYD; and
 - iv) Lots 2, 4, 5, 8, 10, 20, 27, 28, 34 and 36, Plan KAS3813, District Lot 2710, SDYD.

and shown shaded yellow on the attached Schedule ‘Y’ (which forms part of this Bylaw), is terminated.

3. The land specified in section 2, and shown shaded yellow on the attached Schedule ‘Y’ (which forms part of this Bylaw) is zoned Residential Single Family One (RS1) in the Regional District of Okanagan-Similkameen, Electoral Area “D” Zoning Bylaw No. 2455, 2008, and the Zoning Map, being Schedule ‘2’ of the Electoral Area “D” Zoning Bylaw No. 2455, 2008, is amended accordingly.

4. This Bylaw shall come into force on the day that is one year and one day after the date this Bylaw is adopted.

READ A FIRST AND SECOND TIME this __ day of ____, 2015.

PUBLIC HEARING held on this __ day of ____, 2015.

READ A THIRD TIME this __ day of ____, 2015.

ADOPTED this __ day of ____, 2015.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC V2A 5J9

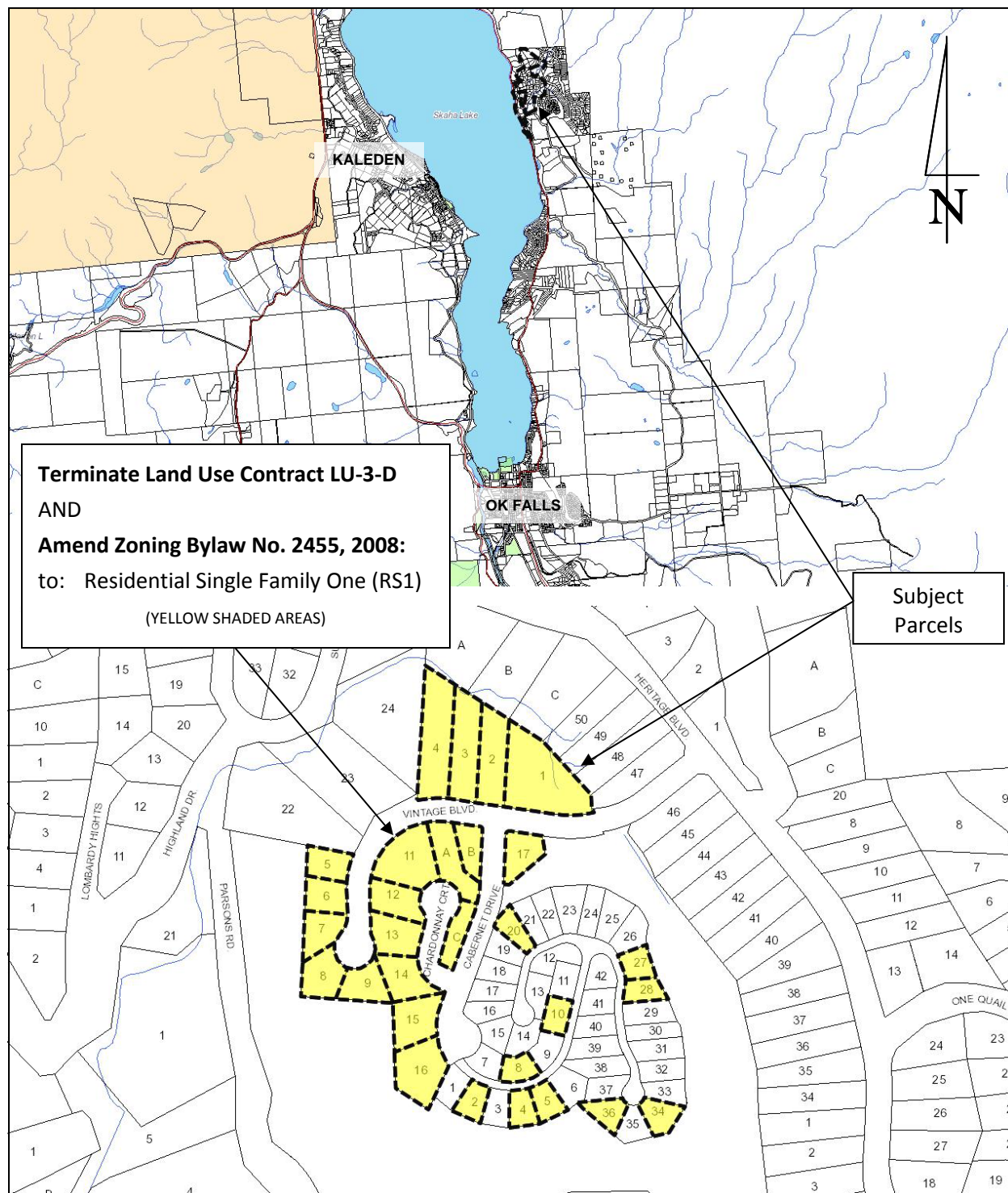
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2455.22, 2015

File No. D2015.021-ZONE

Schedule 'Y'



Amendment Bylaw No. 2455.22, 2015

(D2015.021-ZONE)

Page 3 of 3

Lauri Feindell

From: Danielson, Steven <Steven.Danielson@fortisbc.com>
Sent: May-13-15 4:37 PM
To: Planning; Christopher Garrish
Cc: Mirsky, Nicholas
Subject: Heritage Hills, Lakeshore Highlands & Vintage Views, RDOS (D2015.020-Zone, D2015.021-Zone)

With respect to the above noted file,

There are primary distribution and transmission facilities throughout this subdivision and within the boundary of select properties. The proposed changes to the land use designations of the existing properties do not appear to affect the existing facilities. The applicant is responsible for costs associated with any change to the subject property's existing service, if any, as well as the provision of appropriate land rights where required.

Otherwise, FortisBC Inc. (Electric) has no concerns with this circulation.

In order to initiate the design process, the customer must call 1-866-4FORTIS (1-866-436-7847). It should be noted that additional land rights issues may arise from the design process but can be dealt with at that time, prior to construction.

If you have any questions or comments, please contact me at your convenience.

Best Regards,

Steven Danielson,
Contract Land Agent for:

Nicholas Mirsky, B.Comm., AACI, P.App.
Land Agent | Lands & Planning | FortisBC Inc.

2850 Benvoulin Rd
Kelowna, BC V1W 2E3
Office: 250.469.8033
Mobile: 250.718.9398
Fax: 1.866.636.6171
nicholas.mirsky@fortisbc.com



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*"FortisBC" refers to the FortisBC group of companies which includes FortisBC Holdings, Inc., FortisBC Energy Inc., FortisBC Inc., FortisBC Alternative Energy Services Inc. and Fortis Generation Inc.

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Lauri Feindell

From: Beaupre, John <John.Beaupre@interiorhealth.ca>
Sent: May-08-15 2:43 PM
To: Planning
Subject: Amendment Bylaws Area D - RDOS Files: D2015.020-ZONE and D2015.021-ZONE
Attachments: D2015 020-ZONE (LUC-3-D).pdf

Attention Christopher Garrish, MCIP RPP
Regional District of Okanagan-Similkameen
101 Martin Street, Penticton, BC
V2A 5J9

Dear Mr. Garrish:

Re: Termination of Land Use Contract LU-3-D and Introduction of Zoning

Thank you for the opportunity to provide comment on the above referenced and attached bylaw referral.

This office has no objection or concern to the proposed discharge of Land Use Contract LU-3-D and introduction of land use designations under the Official Community Plan Bylaw and the Zoning Bylaw.

Please contact me with any questions you may have.

Thank you.

John C. Beaupre, C.P.H.I.(C)
Environmental Health Officer
Interior Health Authority
Penticton Health Protection
105 – 550 Carmi Avenue, Penticton, BC, V2A 3G6
Bus: (250) 770-5540
Direct: (250) 492-4000 Ext: 2744
Cell: (250) 809-7356
Fax: (250) 770-5541
Email: john.beaupre@interiorhealth.ca
Web: www.interiorhealth.ca

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Lauri Feindell

From: Collins, Martin J ALC:EX <Martin.Collins@gov.bc.ca>
Sent: April-28-15 10:39 AM
To: Lauri Feindell
Cc: Christopher Garrish
Subject: RE: Heritage Hills Land use Contract - agency referrals

Lauri/Chris

This is to advise that the ALC has no objection to the designation of the easterly block of ALR as AG3.

However, the ALC does not support the re-zoning of the westerly ALR block as AG1, which permits a minimum lot size of 4 ha. Instead the ALC requests that the westerly block be re-zoned as AG3 (which permits a minimum lot size of 20 ha) to reduce speculation and subdivision pressure.

Thank you for the opportunity to comment on the draft bylaw.

Regards,

Martin Collins
Regional Planner
Agricultural Land Commission
#133 4940 Canada Way
Burnaby, BC, V5G 4K6
martin.collins@gov.bc.ca
604-660-7021

From: Lauri Feindell [<mailto:lfeindell@rdos.bc.ca>]
Sent: Tuesday, April 28, 2015 7:29 AM
To: Collins, Martin J ALC:EX; Withler, Carl AGRI:EX; HBE@interiorhealth.ca; Cooper, Diana FLNR:EX; Referral Apps REG8 FLNR:EX; fbclands@fortisbc.com; XT:Shongrunden, Ron FIN:IN; onareception@syilx.org; PIB Referrals (referrals@pib.ca); speedway17@shaw.ca
Cc: Christopher Garrish
Subject: Heritage Hills Land use Contract - agency referrals
Importance: High

Please find attached a Bylaw Referral along with the draft bylaws D2455.19 and D2603.04. Please forward any comments you may have to planning@rdos.bc.ca **by Tuesday, May 12, 2015.**

If you have any questions, please contact Christopher Garrish at 250-490-4101 or cgarrish@rdos.bc.ca.

Sincerely,



From: Lauri Feindell
Sent: April-28-15 9:19 AM
To: Christopher Garrish
Subject: FW: Proposed Bylaw 2455.19

FYI

From: Bitte, Rob TRAN:EX [<mailto:Rob.Bitte@gov.bc.ca>]
Sent: April-28-15 9:06 AM
To: Lauri Feindell
Subject: Proposed Bylaw 2455.19

Hi Lauri,

I just did some research and as expected, our approval for Land Use Contacts (amend or discharge) is only within the 800 metre radius from an intersection with a Controlled Access Highway. I will "close" your referral from this morning (File: 2015-02001)

Regards,

Rob Bitte | District Development Technician | BC Ministry of Transportation and Infrastructure
T 250.490.2280 | C 250.809.6886 | E rob.bitte@gov.bc.ca





May 6, 2015

File: 58000-20/103541
Your File: D2015.020-ZONE and
D2015.021-ZONE

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

Attention: Christopher Garrish

Re: Bylaw referral for "Lakeshore Highlands", "Heritage Hills" and
"Vintage Landing" located approximately 6km north of Okanagan Falls

The Ecosystems Section of the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) provides the following response to the above noted referral.

To ensure proposed activities are planned and carried out with minimal impacts to the environment and in compliance with all relevant legislation, the proponent and approving agency are advised to adhere to guidelines in the provincial best management practices (BMP's) document: Develop with Care: Environmental Guidelines for Urban & Rural Land Development (<http://www.env.gov.bc.ca/wld/BMP/bmpintro.html>) .

It is the proponent's responsibility to ensure their activities are in compliance with all relevant legislation.

If you have any other questions or require further information please feel free to contact me.

Yours truly,

Grant Furness
Ecosystems Section Head

GF/cl



ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: License of Occupation, Kaleden Foreshore

Administrative Recommendation:

THAT the Board of Directors authorize the Chair and Chief Administrative Officer to execute the renewal License of Occupation from the Province for the term of 10 years over all that unsurveyed Crown foreshore being part of the bed of Skaha Lake and fronting on District Lots 105s and 3182s, SDYD and containing 6.3 hectares, more or less, for public recreation purposes.

Reference:

Map of Kaleden Beach

History:

The Regional District has held a License of Occupation for the foreshore lands fronting the community of Kaleden since July 1985 for 3 ten-year terms. The Province of British Columbia has provided the Regional District a Tenure Offer expiring July 9, 2025.

Alternatives:

THAT the Board does not approve the renewal of the License of Occupation for the foreshore Crown Land, Kaleden.

Respectfully submitted:

M. Woods, Manager of Community Services

All that unsurveyed Crown foreshore being part of the bed of Skaha Lake and fronting on District Lots 105s and 3182s, SDYD and containing 6.3 ha's more or less.



Scale: 1: 5,000

BCGS Mapsheet(s):



ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Bylaw No. 2681.01 Revenue Anticipation Borrowing Amendment Bylaw

Administrative Recommendation:

THAT Bylaw No. 2681.01, 2015 Revenue Anticipation Borrowing Amendment Bylaw be read a first, second and third time and adopted.

Reference:

Bylaw 2681, 2014 Revenue Anticipation Borrowing Bylaw

History:

Annually, the Board approves a revenue anticipation borrowing bylaw that allows the RDOS to access short term borrowing for lawful expenditures.

Analysis:

Since the approval of the bylaw, the RDOS has switched banking institutions from a chartered bank to a credit union. The amendment is required to facilitate the opening of an operating line of credit with Valley First Credit Union.

Respectfully submitted:

"Sandy Croteau"

S. Croteau, Finance Manager

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BYLAW NO. 2681.01, 2015**

**A bylaw to amend the Regional District of Okanagan Similkameen Revenue
Anticipation Borrowing Bylaw**

WHEREAS in accordance with Section 821 of the Local Government Act the Board of Directors of the Regional District of Okanagan-Similkameen has enacted Bylaw 2681, 2014 cited for all purposes as the "Revenue Anticipation Borrowing Bylaw No. 2681, 2014";

AND WHEREAS the Regional Board wishes to amend Bylaw No. 2681, 2014;

NOW THEREFORE the Board of Directors of the Regional District of Okanagan-Similkameen in open meeting assembled, ENACTS as follows:

CITATION

1. This bylaw may be cited for all purposes as the "Revenue Anticipation Borrowing Amendment Bylaw No.2681.01 2015".

2. Section 2.1 (a) be deleted in its entirety and replaced with :

That is shall be lawful for the Regional Board to borrow upon the credit of the Regional District from a chartered bank or credit union the sum of FOUR MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$4,750,000), in such amounts and at the rate thereon at the prevailing bank prime rate per annum

READ A FIRST, SECOND AND THIRD TIME this ____ day of _____, 2015.

ADOPTED this ____ day of _____, 2015.

RDOS Board Chair

Corporate Officer

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2681, 2014

A bylaw to provide for the borrowing of such sums of money as may be requisite to meet the 2015 current lawful expenditure of the Regional District.

WHEREAS the Board of the Regional District of Okanagan-Similkameen is empowered by Section 821 of the *Local Government Act* by bylaw to provide for the borrowing of such sums of money as may be requisite to meet the current lawful expenditure of the Regional Board and 2015 current lawful expenditure of the Regional District; it is deemed expedient that the Board borrows an aggregate sum of FOUR MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$4,750,000.00);

NOW THEREFORE, the Board of the Regional District of Okanagan-Similkameen in open meeting assembled enacts as follows:

1 Citation

- 1.1 This Bylaw shall be cited as the **Regional District of Okanagan-Similkameen Revenue Anticipation Borrowing Bylaw No. 2681, 2014.**

2 Interpretation

2.1 In this bylaw:

- (a) That it shall be lawful for the Regional Board to borrow upon the credit of the Regional District from a chartered bank the sum of FOUR MILLION SEVEN HUNDRED FIFTY THOUSAND DOLLARS (\$4,750,000), in such amounts and at the rate thereon at the prevailing bank prime rate per annum.
- (b) That all monies so borrowed and interest payable thereon shall be payable on or before the thirty-first (31) day of December, 2015.
- (c) That the form of the obligation or obligations to be given as acknowledgement of the liability shall be a promissory note or notes bearing the corporate seal and signed by the Chairperson and the Treasurer.
- (d) That there is hereby set aside as security for the liability hereby authorized to be incurred, being that part of the tax requisitions from member municipalities for the year 2015 deemed by the Regional Board expedient to be so set aside.

READ A FIRST, SECOND, AND THIRD TIME this 11TH day of December, 2014

ADOPTED this 11TH day of December, 2014


RDOS Board Chair


Corporate Officer

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Electoral Area 'H' Community Facilities Capital Reserve Fund Expenditure
Bylaw 2708, 2015

Administrative Recommendation:

THAT Bylaw No. 2708, 2015, Electoral Area 'H' Community Facilities Capital Reserve Fund Expenditure Bylaw be read a first, second and third time and be adopted.

Reference:

Bylaw No 2653, 2014

History:

In 2009, The Board approved the formation of the Vermillion Forks Community Forest Corporation (VFCFC) for the purpose of acquiring and managing a Community Forest Agreement. The Upper Similkameen Indian Band, the Town of Princeton and the Regional District are 1/3 shareholders in the Corporation. The Electoral Area 'H' Director and the CAO were appointed as the Regional District's Board Members on the Corporation.

In 2014, the RDOS Board created the Electoral Area 'H' Community Facilities Capital Reserve Fund for the purposes of expenditures for or in respect of capital projects within Electoral Area "H".

Annual dividends received from the VFCFC are transferred into the reserve.

Analysis:

The Erris Volunteer Fire Association has requested funding of \$6,996 for a high efficiency propane furnace for their fire hall building.

The Area H Community Facilities Reserve Fund balance is currently \$554,950.
A previous expenditure bylaw has \$85,000 of the reserve committed.

Respectfully submitted:

"Sandy Croteau"

S. Croteau, Finance Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2708, 2015

A bylaw to authorize the expenditure of monies from the Electoral Area 'H' Community Facilities Reserve Fund for Erris Fire Protection Society Building high efficiency propane furnace

WHEREAS Section 814(3) of the Local Government Act, R.S.B.C. 1996, c.323 and Section 189 of the Community Charter authorises the Board, by bylaw adopted by at least 2/3 of its members, to provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS the 'Electoral Area 'H' Community Facilities Capital Reserve Fund ' has sufficient monies available for community projects;

NOW THEREFORE, the Board of the Regional District of Okanagan-Similkameen in open meeting assembled enacts as follows:

- 1** This bylaw may be cited as the "Electoral Area 'H' Community Facilities Capital Reserve Fund Expenditure Bylaw No. 2708, 2015"

The expenditure of \$6,996 from the 'Electoral Area 'H' Community Facilities Capital Reserve Fund is hereby authorized for the Erris Fire Protection Society Building high efficiency propane furnace

READ A FIRST, SECOND, AND THIRD TIME this ____ day of _____, 2015

ADOPTED this ____ day of _____, 2015

RDOS Board Chair

Corporate Officer

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Request for Support Valley First Challenge Penticton

Administrative Recommendation:

THAT the Board of Directors deny the request for sponsorship of Challenge Penticton Triathlon events for 2015, 2016 and 2017

Reference:

Regional Grant in Aid Policy
Local Government Act Sections 182 -183

History:

In 2014, a \$12,000 sponsorship was provided to the Penticton Triathlon Race Society through General Government as a one time payment.

At the June 4, 2015 Board meeting the Board approved the Regional Grant in Aid Policy.

At the July 16, 2015 Board meeting, Mr. Kevin Cutjar and Mr. Michael Brown addressed the Board requesting sponsorship of the Challenge Penticton Triathlon events. The request for sponsorship was for \$14,000 in 2015; \$16,000 in 2016; and \$18,000 in 2017.

Alternatives:

1. Establish an appropriate service and approve some level of sponsorship in the 2016 budget process.

Analysis:

To distribute funding, the request must fit within an established service program. This type of request is usually dealt with within our Regional Grant in Aid program. In previous years, we did not have a defined Regional Grant in Aid Policy and as such, funds were distributed in 2014, to the Penticton Triathlon Race Society for sponsorship. However, the new Regional Grant in Aid policy provides for grants only to registered non-profit organizations. The request for sponsorship is coming from a limited corporation and as such, does not fit the criteria for Regional Grant in Aid recipients. In addition, the request is for sponsorship over 3 years. The Regional Grant in Aid policy now limits organizations to not receiving more than two Regional grants in a four year period.

Grants under the Electoral Area Community Grant in Aid programs also exclude corporations as recipients of grant funding.

As the excerpts below indicate, the Local Government Act does allow assistance to business in the form of a partnering agreement.

“Prohibition against assistance to business

182 As a limitation on section 176 (1) (c), a board must not provide assistance to an industrial, commercial or business undertaking.

Exception for assistance under partnering agreements

183 Despite section 182 and in addition to the power under section 176 (1) (c), a board may provide assistance under a partnering agreement.”

As this is a for profit corporation, sponsorship could be considered under a partnering agreement. However, that would require an established service (ie Regional Economic Development) and funds would need to be budgeted and requisitioned for in future budget cycles. To note, there are additional public advertising requirements under the Local Government Act for partnering agreements that must be met before funding is distributed.

The 2015 budget was completed in March. No funds were included for the Challenge sponsorship in 2015. Amounts could be considered for 2016 and 2017 if there is an established service with a mandate to fund such items.

Respectfully submitted:

“Sandy Croteau”

S. Croteau, Finance Manager

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Alternate Approval Process for Naramata Fire Truck Acquisition Loan
Authorization Bylaw No. 2698, 2015

Administrative Recommendation:

THAT the deadline for submitting elector response forms in relation to Bylaw No. 2698, 2015 to the Manager of Legislative Services is no later than 4:30 pm on September 21, 2015; and,

THAT the elector response form attached to the report of August 6, 2015 be the approved form for Bylaw No. 2698, 2015 alternative approval process; and

THAT the total number of eligible electors to which the alternative approval process applies is 1420; and,

THAT the number of elector responses required to prevent the bylaw from proceeding without a referendum is 142.

Reference:

Local Government Act
Community Charter

History:

Naramata Fire Truck Acquisition Loan Authorization Bylaw No. 2698, 2015 received three readings June 4, 2015, and then received approval by the Inspector of Municipalities. Pursuant to Section 801.3 of the *Local Government Act*, the Board may now proceed with the alternative approval process (AAP).

Analysis:

Section 801.3 of the *Local Government Act* and Section 86 of the *Community Charter* outline the requirements of the AAP. The Board must establish a deadline for elector response forms, establish an elector response form and determine the number of eligible electors in the service area.

Staff proposes advertising as follows:

<u>Newspaper</u>	<u>Publication Dates</u>
Penticton Western News	August 14 & 19, 2015
MyNaramata	August 14-19

The deadline for elector response forms must be thirty days after the second publication date; therefore, the deadline date will be September 21, 2015.

The Regional District does not maintain a voter's list. The Information Services Department has determined the eligible electors within the Regional District. The number of electors in the proposed service area is estimated to be 1420.

If the number of elector response forms signed is less than 10% of the estimated electors, the Board may consider adopting the bylaw. If the number of elector response forms signed is more than 10% of the estimated eligible electors, the bylaw would require elector assent through referendum.

Communication Strategy:

1. A data sheet containing the details of the proposed acquisition will be included on the AAP webpage, along with all of the required forms and bylaws.
2. Although the statutory requirement for advertising AAP's is limited to two ads in a single newspaper, it is acknowledged that many residents of smaller communities refer frequently to the small paper or online publications created within those communities. To ensure optimal coverage, the Regional District will advertise the AAP in MyNaramata as well as the Penticton Western News.
3. The Ministry of Community, Sport and Cultural Development has developed a guide for local governments in BC on the Alternative Approval Process - [AAP - Guide for Local Governments](#). The guide, although created primarily for Local Government staff and Elected Officials, contains information which is an excellent resource for the public in helping to understand why an AAP is held instead of an Assent vote (referendum).

Staff will develop a more condensed guide geared specifically towards the public and a copy will be available on each AAP webpage moving forward.

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

Attachments: Notice
Elector Response Form



Naramata Fire Truck Acquisition Loan Authorization Bylaw BYLAW No. 2698, 2015

Notice of Alternative Approval Process

NOTICE IS HEREBY GIVEN pursuant to Section 86 of the Community Charter, that the Board of Directors of the Regional District of Okanagan-Similkameen seek the approval of the electors with the boundaries of the Naramata Fire Prevention and Suppression Local Service Area of the Regional District for the adoption of Naramata Fire Truck Acquisition Loan Authorization Bylaw No. 2698, 2015.

In general terms, the bylaw is to authorize borrowing upon the credit of the Regional District a sum not more than four hundred thousand dollars (\$400,000) for the purpose of acquiring and have installed all such materials as may be requisite or desirable in connection with the purchase of a fire truck in and for the Naramata Fire Prevention and Suppression Local Service.

The alternative approval process applies to qualified electors within the Naramata Fire Prevention and Suppression Local Service Area.

PLEASE TAKE NOTICE THAT the Regional District may proceed with the approval of Naramata Fire Truck Acquisition Loan Authorization Bylaw No. 2698, 2015 unless at least ten percent (10%) of the qualified electors (those meeting the criteria below) within the Naramata Fire Prevention and Suppression Local Service Area indicate their opposition by signing the Elector Response Form.

The Regional District has estimated the total number of qualified electors in the service area to be 1420 and that 10% of that number, or 142 qualified electors, must submit signed Elector Response Forms to prevent the Regional District from adopting the bylaw without the full assent of the electors by referendum.

An elector response form must be in the form established by the Regional District. Elector Response Forms are available from the Regional District office, including by mail, fax, or email, on request or on the Regional District website at www.rdos.bc.ca.

The deadline for delivering the original signed Elector Response Form to the Regional District is 4:30 pm on Monday September 21, 2015.

The only persons entitled to sign an Elector Response Form are those who meet the following criteria:

Resident electors must:

- (a) be 18 years of age or older;
- (b) be a Canadian citizen;
- (c) be a resident of British Columbia, for at least 6 months;
- (d) be a resident of the Naramata Fire Prevention and Suppression Local Service Area for at least 30 days; and
- (e) not be disqualified by an Provincial enactment, or otherwise disqualified by law, from voting in an election.

Non-Resident property electors must:

- (a) not be entitled to register as a resident elector of the Naramata Fire Prevention and Suppression Local Service Area;
- (b) be 18 years of age or older;
- (c) be a Canadian citizen;
- (d) be a resident of British Columbia, for at least 6 months;
- (e) be a registered owner of real property in the jurisdiction for at least 30 days;
- (f) not be disqualified by any Provincial enactment or otherwise disqualified by law, from voting in an election; and
- (g) only register as a non-resident property elector in relation to one parcel of real property in a jurisdiction.

The bylaw is available for public inspection at the Regional District Office **101 Martin Street, Penticton, BC V2A 5J9**, during regular office hours, or alternatively, on our website at www.rdos.bc.ca.

For more information on the alternative approval process please contact:

Christy Malden, Manager of Legislative Services
101 Martin Street, Penticton, BC V2A 2A5
250-490-4146 1-877-610-3737 [toll free]
cmalden@rdos.bc.ca



NARAMATA FIRE TRUCK ACQUISITION LOAN AUTHORIZATION BYLAW NO. 2698, 2015 Elector Response Form

I am **OPPOSED** to the adoption of the Naramata Fire Truck Acquisition Loan Authorization Bylaw No. 2698, 2015 by the Regional Board of the Regional District of Okanagan-Similkameen, whereby the said bylaw would authorize the Regional Board to borrow upon the credit of the Regional District a sum not more four hundred thousand dollars (\$400,000) for the purpose of acquiring and having installed all such materials as may be requisite or desirable in connection with the purchase of a fire truck in and for the Naramata Fire Prevention and Suppression Local Service, and

I, the undersigned, hereby certify that:

- I am eighteen years of age or older; and
- I am a Canadian Citizen; and
- I have resided in British Columbia for at least six months; and
- I have resided in, OR have been a registered owner of real property in the Naramata Fire Prevention and Suppression Local Service Area for at least 30 days (not currently included in the service); and
- I am not disqualified by law from voting in local elections; and
- I am entitled to sign this elector response form, and have not previously signed an elector response form related to Bylaw No. 2698, 2015.

ELECTOR'S FULL NAME (print)
RESIDENTIAL ADDRESS¹ (AND mailing address if different from residential address)
SIGNATURE OF ELECTOR

¹ Non-resident Property Electors must include the address of their property in order to establish their entitlement to sign the petition.



NARAMATA FIRE TRUCK ACQUISITION LOAN AUTHORIZATION BYLAW NO. 2698, 2015 Elector Response Form

See the reverse side of this form for further information regarding the petition process.

Pursuant to Section 797.5 of the *Local Government Act*, the Regional Board of the Regional District of Okanagan-Similkameen is proposing to seek the assent of the electors of the Regional District by alternative approval process in accordance with Section 86 of the *Community Charter*. The question before the electors is whether they are opposed to the adoption of Naramata Fire Truck Acquisition Loan Authorization Bylaw No. 2698, 2015, which, if adopted, will authorize the Regional Board to borrow upon the credit of the Regional District a sum not more than four hundred thousand dollars (\$400,000) for the purpose of acquiring and having installed all such materials as may be requisite or desirable in connection with the purchase of a fire truck in and for the Naramata Fire Prevention and Suppression Local Service.

INSTRUCTIONS

1. If you are opposed to the adoption of Bylaw No. 2698, 2015, you can sign an elector response form **if you qualify as an elector of the Regional District of Okanagan-Similkameen.**
2. If you are NOT opposed to the adoption of the bylaw, you need do nothing.
3. To sign an elector response form you MUST meet the qualifications as either a Resident Elector or a Non-Resident (Property) Elector of the Regional District. If you are unsure if you qualify, please contact the Regional District Office at 492-0237.
4. Each Elector Response form may be signed by one elector of the Regional District.

1.

All Elector Response Forms must be received by the Regional District on or before 4:30 p.m. on **Monday September 21, 2015** to be considered.

No faxed elector response forms will be accepted; must be **original signatures.**

2.

The number of electors in the service area is estimated to be 1420. If ten (10%) percent [142 electors] of the estimated number of electors in the Regional District sign an elector response form in opposition to the adoption of the said bylaw, Regional District cannot adopt the bylaw without receiving the assent of the electors by referendum.

3.

For further information, contact:

Christy Malden
Manager of Legislative Services
Regional District of Okanagan-Similkameen
101 Martin Street
Penticton, BC V2A 5J9
250-490-4146
1-877-610-3737 [toll free]
cmalden@rdos.bc.ca

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Alternate Approval Process for Naramata Water System Back-up Power
Loan Authorization Bylaw No. 2696, 2015

Administrative Recommendation:

THAT the deadline for submitting elector response forms in relation to Bylaw No. 2696, 2015 to the Manager of Legislative Services is no later than 4:30 pm on September 21, 2015; and,

THAT the elector response form attached to the report of August 6, 2015 be the approved form for Bylaw No. 2696, 2015 alternative approval process; and

THAT the total number of eligible electors to which the alternative approval process applies is 1420; and,

THAT the number of elector responses required to prevent the bylaw from proceeding without a referendum is 142.

Reference:

Local Government Act
Community Charter

History:

Naramata Water System Back-up Power Loan Authorization Bylaw No. 2696, 2015 received three readings June 4, 2015, and then received approval by the Inspector of Municipalities. Pursuant to Section 801.3 of the *Local Government Act*, the Board may now proceed with the alternative approval process (AAP).

Analysis:

Section 801.3 of the *Local Government Act* and Section 86 of the *Community Charter* outline the requirements of the AAP. The Board must establish a deadline for elector response forms, establish an elector response form and determine the number of eligible electors in the service area.

Staff proposes advertising as follows:

<u>Newspaper</u>	<u>Publication Dates</u>
Penticton Western News	August 14 & 19, 2015
MyNaramata	August 14-19

The deadline for elector response forms must be thirty days after the second publication date; therefore, the deadline date will be September 21, 2015.

The Regional District does not maintain a voter's list. The Information Services Department has determined the eligible electors within the Regional District. The number of electors in the proposed service area is estimated to be 1420.

If the number of elector response forms signed is less than 10% of the estimated electors, the Board may consider adopting the bylaw. If the number of elector response forms signed is more than 10% of the estimated eligible electors, the bylaw would require elector assent through referendum.

Communication Strategy:

1. A data sheet containing the details of the proposed acquisition will be included on the AAP webpage, along with all of the required forms and bylaws.
2. Although the statutory requirement for advertising AAP's is limited to two ads in a single newspaper, it is acknowledged that many residents of smaller communities refer frequently to the small paper or online publications created within those communities. To ensure optimal coverage, the Regional District will advertise the AAP in MyNaramata as well as the Penticton Western News.
3. The Ministry of Community, Sport and Cultural Development has developed a guide for local governments in BC on the Alternative Approval Process - [AAP - Guide for Local Governments](#). The guide, although created primarily for Local Government staff and Elected Officials, contains information which is an excellent resource for the public in helping to understand why an AAP is held instead of an Assent vote (referendum).

Staff will develop a more condensed guide geared specifically towards the public and a copy will be available on each AAP webpage moving forward.

Respectfully submitted:

"insert digital signature; or name in italics"

C. Malden, Manager of Legislative Services

Attachments: Notice
Elector Response Form



Naramata Water System Back-Up Power Loan Authorization Bylaw BYLAW No. 2696, 2015

Notice of Alternative Approval Process

NOTICE IS HEREBY GIVEN pursuant to Section 86 of the Community Charter, that the Board of Directors of the Regional District of Okanagan-Similkameen seek the approval of the electors with the boundaries of the Naramata Water System Local Service Area of the Regional District for the adoption of Naramata Water System Back-Up Power Loan Authorization Bylaw No. 2696, 2015.

In general terms, the bylaw is to authorize borrowing upon the credit of the Regional District a sum not more than one million dollars (\$1,000,000) for the purpose of acquiring and have installed all such materials as may be requisite or desirable for or in connection with back-up generator power for the community water utility.

The alternative approval process applies to qualified electors within the Naramata Water System Local Service Area.

PLEASE TAKE NOTICE THAT the Regional District may proceed with the approval of Naramata Water System Back-Up Power Loan Authorization Bylaw No. 2696, 2015 unless at least ten percent (10%) of the qualified electors (those meeting the criteria below) within the Naramata Water System Local Service Area indicate their opposition by signing the Elector Response Form.

The Regional District has estimated the total number of qualified electors in the service area to be 1420 and that 10% of that number, or 142 qualified electors, must submit signed Elector Response Forms to prevent the Regional District from adopting the bylaw without the full assent of the electors by referendum.

An elector response form must be in the form established by the Regional District. Elector Response Forms are available from the Regional District office, including by mail, fax, or email, on request or on the Regional District website at www.rdos.bc.ca.

The deadline for delivering the original signed Elector Response Form to the Regional District is 4:30 pm on Monday September 21, 2015.

The only persons entitled to sign an Elector Response Form are those who meet the following criteria:

Resident electors must:

- (a) be 18 years of age or older;
- (b) be a Canadian citizen;
- (c) be a resident of British Columbia, for at least 6 months;
- (d) be a resident of the Naramata Water System Local Service Area for at least 30 days; and
- (e) not be disqualified by an Provincial enactment, or otherwise disqualified by law, from voting in an election.

Non-Resident property electors must:

- (a) not be entitled to register as a resident elector of the Naramata Water System Local Service Area;
- (b) be 18 years of age or older;
- (c) be a Canadian citizen;
- (d) be a resident of British Columbia, for at least 6 months;
- (e) be a registered owner of real property in the jurisdiction for at least 30 days;
- (f) not be disqualified by any Provincial enactment or otherwise disqualified by law, from voting in an election; and
- (g) only register as a non-resident property elector in relation to one parcel of real property in a jurisdiction.

The bylaw is available for public inspection at the Regional District Office **101 Martin Street, Penticton, BC V2A 5J9**, during regular office hours, or alternatively, on our website at www.rdos.bc.ca.

For more information on the alternative approval process please contact:

Christy Malden, Manager of Legislative Services
101 Martin Street, Penticton, BC V2A 2A5
250-490-4146 1-877-610-3737 [toll free]
cmalden@rdos.bc.ca



NARAMATA WATER SYSTEM BACK-UP POWER LOAN AUTHORIZATION BYLAW NO. 2696, 2015 Elector Response Form

I am **OPPOSED** to the adoption of the Naramata Water System Back-Up Power Loan Authorization Bylaw No. 2696, 2015 by the Regional Board of the Regional District of Okanagan-Similkameen, whereby the said bylaw would authorize the Regional Board to borrow upon the credit of the Regional District a sum not more than one million dollars ((\$1,000,000)) for the purpose of acquiring and having installed all such materials as may be requisite or desirable for or in connection with back-up generator power for the community water utility, and

I, the undersigned, hereby certify that:

- I am eighteen years of age or older; and
- I am a Canadian Citizen; and
- I have resided in British Columbia for at least six months; and
- I have resided in, OR have been a registered owner of real property in the Naramata Water System Local Service Area for at least 30 days (not currently included in the service); and
- I am not disqualified by law from voting in local elections; and
- I am entitled to sign this elector response form, and have not previously signed an elector response form related to Bylaw No. 2696, 2015.

ELECTOR'S FULL NAME (print)
RESIDENTIAL ADDRESS¹ (AND mailing address if different from residential address)
SIGNATURE OF ELECTOR

¹ Non-resident Property Electors must include the address of their property in order to establish their entitlement to sign the petition.



NARAMATA WATER SYSTEM BACK-UP POWER LOAN AUTHORIZATION BYLAW NO. 2696, 2015 Elector Response Form

See the reverse side of this form for further information regarding the petition process.

Pursuant to Section 797.5 of the *Local Government Act*, the Regional Board of the Regional District of Okanagan-Similkameen is proposing to seek the assent of the electors of the Regional District by alternative approval process in accordance with Section 86 of the *Community Charter*. The question before the electors is whether they are opposed to the adoption of Naramata Water System Back-Up Power Loan Authorization Bylaw No. 2696, 2015, which, if adopted, will authorize the Regional Board to borrow upon the credit of the Regional District a sum not more than one million dollars (\$1,000,000) for the purpose of acquiring and having installed all such materials as may be requisite or desirable for or in connection with back-up generator power for the community water utility.

INSTRUCTIONS

1. If you are opposed to the adoption of Bylaw No. 2696, 2015, you can sign an elector response form **if you qualify as an elector of the Regional District of Okanagan-Similkameen.**
2. If you are NOT opposed to the adoption of the bylaw, you need do nothing.
3. To sign an elector response form you MUST meet the qualifications as either a Resident Elector or a Non-Resident (Property) Elector of the Regional District. If you are unsure if you qualify, please contact the Regional District Office at 492-0237.
4. Each Elector Response form may be signed by one elector of the Regional District.

1.

All Elector Response Forms must be received by the Regional District on or before 4:30 p.m. on **Monday September 21, 2015** to be considered.

No faxed elector response forms will be accepted; must be **original signatures.**

2.

The number of electors in the service area is estimated to be 1420. If ten (10%) percent [142 electors] of the estimated number of electors in the Regional District sign an elector response form in opposition to the adoption of the said bylaw, Regional District cannot adopt the bylaw without receiving the assent of the electors by referendum.

3.

For further information, contact:

Christy Malden
Manager of Legislative Services
Regional District of Okanagan-Similkameen
101 Martin Street
Penticton, BC V2A 5J9
250-490-4146
1-877-610-3737 [toll free]
cmalden@rdos.bc.ca

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: OK Falls Hotel - Temporary Change to a Liquor License

Administrative Recommendation:

THAT the Board of Directors advise the Liquor Control and Licensing Branch that it will not provide comment on the OK Falls Hotel application for a temporary extension of a licensed area.

Reference:

RDOS Liquor Licensing Policy P4320-00.03

Analysis:

The OK Falls Hotel – Grey Sage Pub is hosting its fourth annual Bike Rally August 14-16, 2015, in Okanagan Falls. A licensed security team will provide the required security and crowd control for this event. The extended service area will be fenced, and will consist of 8 ft. high fencing around the perimeter. Each exit will have fenced sliding gates, where security will be posted at all times. The area will be set up with tables and chairs for beverage and food service.

The OK Falls Hotel has applied to LCLB for a Temporary Change to a Liquor License in order to extend their service to a specified outdoors area as outlined on the attached map, for the period of August 14-16, 2015.

The LCLB is requesting the Regional District Board consider the application and provide a resolution.

Regional District Okanagan-Similkameen Policy No. 4320-00.03 addresses Liquor Licensing. This policy is intended to guide the Board of Directors in its consideration of liquor license applications which it receives notice of from the Liquor Control and Licensing Branch (LCLB).

The policy further states that the Board is not to apply this policy rigidly. For each liquor license application, the Board is to consider whether to apply this policy and resolve accordingly.

The responses outlined in the policy are as follows:

- a) The Board does not want to comment on individual winery lounge endorsement applications or individual picnicking applications. Nevertheless, the Board is to ask the

general manager of the Liquor Control and Licensing Branch to impose, as a term or condition of a winery lounge endorsement or picnicking endorsement, if issued, hours of liquor service authorized by the endorsement ending no later than sunset.

b) The Board does not want to comment on individual liquor license amendment applications.

Alternatives:

That the Board of Directors provide comment on the OK Falls Hotel application for a temporary extension of a licensed area.

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

Attachment: Map

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: RDOS 50th Anniversary

For Information Only

Reference:

[RDOS Website – 50th anniversary page](#)

Analysis:

The Regional District of Okanagan-Similkameen (RDOS) will be celebrating its 50th anniversary on March 4, 2016. To celebrate this significant milestone, the RDOS will be planning community celebrations and other commemorative events to honour those elected officials who have assumed a role at the RDOS Board table over the past 50 years, as well as to showcase some of the larger projects, accomplishments and initiatives which have been achieved at the RDOS over the years.

History is an important building block to culture and community. The RDOS 50th anniversary is a collaborative effort to capture and record some of the history of the RDOS local government and to showcase the important historical role the RDOS has played to its citizens. Through the stories of past and current Directors and senior staff, visitors to the website will begin to see the impacts of how the hard work and commitment to local government has benefitted citizens in our communities. Some of the initiatives planned for 2016 include:

- A 50th Anniversary page has been added to the RDOS website.
 - A series of YouTube videos are being produced featuring interviews of past and present Directors and senior staff covering topics from Regional Thinking, Highlights and Achievement of the past 50 years, and the Importance of the RDOS.
 - The RDOS will be hosting a 50th Anniversary reception which will be held on March 4th 2016 at the Penticton Museum. All current and previous Directors as well as staff will be invited to attend.
 - A series of articles will be written about the history of the RDOS which are sure to unveil accomplishments of past Directors as well as many funny and fascinating stories. These articles will also serve to educate the public on Regional District services and draw a correlation between the decision making of the board (past and present) to the benefits realized in each community.
 - Static and interactive displays will be set up in participating member municipalities and electoral areas at heritage venues, fairs and markets throughout 2016.
 - Staff are proud to be working with the Okanagan Historical Society on articles about the Regional District for the society's 2016 publication. The Okanagan Historical Society is one of the oldest
-

societies in British Columbia dedicated to the preservation of local history. Incorporated in 1925, the society has published a book each year save during the Great Depression and World War II. The first volume was a mere thirty pages; the present volume is 226 pages.

Business Plan Objective:

One of the Board's Key Success Drivers is to optimize the Customer Experience. Ways to achieve this include fostering dynamic and effective community relationships and elevating external communications. Increased awareness of the Regional District through these celebratory initiatives will bring citizens a better awareness of the Regional District, its services, and the regional impacts.

Communication Strategy:

- Staff will be producing monthly information releases over the 2015 anniversary year to encourage visitors to check out the Anniversary website and learn facts about Regional Districts.
- A logo has been created which will be included on letterhead and communications throughout 2016. (Schedule "A")
- The 50th anniversary will be a feature story on the main page of the RDOS website.
- Staff will work with various media agencies to increase exposure and awareness.

Respectfully submitted:

"Nona Lynn"

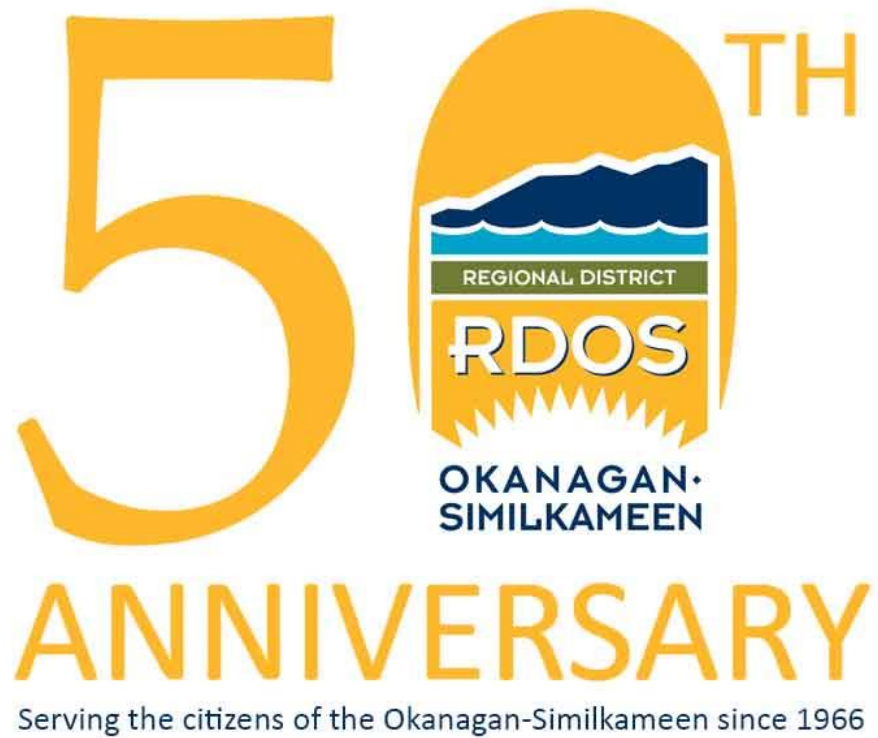
N. Lynn, Administrative Assistant

Endorsed by:

"Christy Malden"

Christy Malden, Manager of Legislative Services

RDOS 50th Anniversary Logo



ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2015

RE: Rural Broadband

Administrative Recommendation:

THAT the Regional District of Okanagan-Similkameen supports the application to Northern Development Initiative Trust from ABC Communications for a grant of up to \$2,510,685 for "The Future is now – ABC Communications deploys TD-LTE Rural Broadband Networks in British Columbia" from the Connecting British Columbia account.

Reference:

July 20, 2015 Letter from ABC Communications

History:

At the January 8, 2015 RDOS Board Meeting, ABC Communications made a presentation to the Board regarding an application to the Digital Canada 150 Connecting Canadians Program to provide upgraded internet services to rural areas. The Board of Directors subsequently resolved to support the application.

Alternatives:

THAT the Board of Directors withdraw support for the rural broadband project.

Analysis:

ABC has been successful in its application with a conditional award from Industry Canada. In addition to the federal program, ABC applied to the Northern Development Initiative Trust for the Connecting British Columbia Program. They have been conditionally awarded funding based on their submission to Industry Canada. The Northern Development Initiative Trust requires an additional resolution by the Regional District for the project.

The combined project amount that is to be spent in our Regional District is approximately \$80,000 over three years.

Respectfully submitted:

"Gillian Cramm"

G. Cramm, Administrative Assistant

Endorsed by:

"Christy Malden"

C. Malden, Manager of Legislative Services

July 20, 2015

Christy Malden
Regional District of Okanagan-Similkameen
Manager of Legislative Services
101 Martin Street,
Penticton, B.C. V2A 5J9

Dear Christy,

Thank you for supporting ABC Communications in our application towards the Industry Canada Connecting Canadians Program. ABC has been successful in its application with a conditional award from Industry Canada. In addition to this Federal program the Province launched the Connecting British Columbia Program to assist with additional funding towards Rural Broadband development in British Columbia.

ABC applied to the Northern Development Initiative Trust for the Connecting British Columbia Program. ABC has been conditionally awarded funding based on our application submission to Industry Canada. The Northern Development Initiative Trust requires a refresh of support from Regional Districts in the form of a resolution by the Regional District for the project.

The Northern Development Initiative Trust requires all Regional Districts that have previously supported ABC's application to Industry Canada to provide a resolution to the Northern Development Initiative Trust in the following format.

THAT, The Regional District of Okanagan-Similkameen supports the application to Northern Development Initiative Trust from ABC Communications for a grant of up to \$2,510,685 for "The Future is now – ABC Communications deploys TD-LTE Rural Broadband Networks in British Columbia" from the Connecting British Columbia account.

The total combined project amount that is to be spent in the Regional District of Okanagan-Similkameen over the three year project is approximate \$80,000 dollars. As this resolution is the final requirement for projects to be awarded we urge the Regional District to provide this Resolution as soon as possible.

We would like to thank the Regional District of Okanagan-Similkameen for their continued support towards Rural Broadband Network Developments in the Region.

Sincerely,



Falko Kadenbach
Vice President
ABC Communications

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2015
RE: UBCM – Ministry Meetings – Briefing Notes

For Information Only

Reference:

2015 UBCM Appointments

The Regional District of Okanagan-Similkameen has made the following Ministry meeting requests at the upcoming Union of British Columbia Municipalities (UBCM) conference.

Minister of Health

- Physician Shortage in the Similkameen and South Okanagan
- Healthy Communities Funding

Minister of Forests, Lands and Natural Resources

- Wildfire Mitigation Program
- Water System Acquisition
- KVR Trail (Vaseux Lake)
- Orphan Dikes

Minister of Environment

- Campbell Mountain Landfill / Gas Capture
- Zebra / Quagga mussel Inspection Funding
- Sage Mesa Water Funding

Minister of Transportation and Infrastructure

- Gravel Crushing / Blasting
- Illegal Signage
- Highway 97 through Okanagan Falls
- Highway 97 through Gallagher Lake

Minister of Energy

- Utilities Board Accountability

Minister of Community Sport and Cultural Development

- Business Incentive Zones
- Business Licenses

Minister of Natural Gas Development (Responsible for Housing)

- Seniors Housing Okanagan Falls

Typically each Local Government is provided one meeting per Ministry. Given the restricted time, it may be beneficial to prioritize the topics per Ministry.

Respectfully submitted:

"Nona Lynn"

N. Lynn, Administrative Assistant

Endorsed by:

"Christy Malden"

Christy Malden, Manager of Legislative Services

2015 UBCM Appointments

<u>Attendees</u>	<u>Minister(y)</u>	<u>Topic</u>	<u>Date/Time/Place</u>	<u>Meeting ID#</u>
Bill Newell Mark Pendergraft Andrew Jakubeit Manfred Bauer	Minister of Health Honourable Terry Lake	- Physician Shortage in the Similkameen and South Okanagan		135
Bill Newell Mark Pendergraft Andrew Jakubeit	Minister of Health Honourable Terry Lake	- Healthy Communities Funding		138
Bill Newell Mark Pendergraft Andrew Jakubeit	Forests, Lands, Natural Resources Honourable Steve Thomson	- Wildfire Mitigation Program		136
Bill Newell Mark Pendergraft Andrew Jakubeit	Forests, Lands, Natural Resources Honourable Steve Thomson	- Water System Acquisition		137
Bill Newell Mark Pendergraft Andrew Jakubeit Director Siddon	Ministry of Forests, Lands and Natural Resources Honourable Steve Thomson	- KVR Trail (Vaseux Lake)		144
Bill Newell Mark Pendergraft Andrew Jakubeit Manfred Bauer George Bush	Ministry of Forests, Lands and Natural Resources Honourable Steve Thomson	- Orphan Dikes		359
Bill Newell Mark Pendergraft Andrew Jakubeit	Minister of Environment Honourable Mary Polak	- Campbell Mountain Landfill / Gas Capture		139
Bill Newell Mark Pendergraft Andrew Jakubeit	Ministry of Environment Honourable Mary Polak	- Zebra / Quagga mussel Inspection Funding		141
Bill Newell Mark Pendergraft Andrew Jakubeit Director Brydon	Minister of Environment Honourable Mary Polak	- Sage Mesa Water Funding		142
Bill Newell Mark Pendergraft Andrew Jakubeit	Ministry of Transport and Infrastructure Honourable Todd Stone	- Gravel Crushing / Blasting		140
Bill Newell Mark Pendergraft Andrew Jakubeit	Ministry of Transportation and Infrastructure	- Illegal Signage		143

Director Brydon	Honourable Todd Stone			
Bill Newell Mark Pendergraft Andrew Jakubeit Director Siddon	Ministry of Transpiration and Infrastructure Honourable Todd Stone	- Highway 97 through Okanagan Falls		145
Bill Newell Mark Pendergraft Andrew Jakubeit Director Schafer	Ministry of Transpiration and Infrastructure Honourable Todd Stone	Speed and Safety at Gallagher Lake		478
Bill Newell Mark Pendergraft Andrew Jakubeit Director Siddon	Ministry of Energy Honourable Bill Bennett	- Utilities Board Accountability		146
Bill Newell Mark Pendergraft Andrew Jakubeit Director Brydon	Ministry of Community, Sport and Cultural Development Honourable Coralee Oakes	- Business Incentive Zones - Business Licenses		Room 20, Second Level, Vancouver Convention Centre, East Building Date/Time: TBD
Bill Newell Mark Pendergraft Andrew Jakubeit Director Siddon	Minister of Natural Gas Development (Responsible for Housing) Honourable Rich Coleman	Seniors Housing Okanagan Falls		425