



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, October 19, 2017

RDOS Boardroom – 101 Martin Street, Penticton

SCHEDULE OF MEETINGS

9:00 am	-	9:15 am	Public Hearing: Zoning Amendment Bylaw – 1362 Greyback Mountain Road, Electoral Area “E” [Page 2]
9:15 am	-	9:45 am	Planning and Development Committee [Page 3]
9:45 am	-	10:00 am	Community Services Committee [Page 76]
10:00 am	-	11:00 am	Corporate Services Committee [Page 95]
11:00 am	-	11:15 am	Protective Services Committee [Page 119]
11:15 am	-	12:30 pm	Environment and Infrastructure Committee [Page 121]
12:30 pm	-	1:00 pm	Lunch
1:00 pm	-	1:30 pm	OSRHD Board [Page 261]
1:30 pm	-	3:00 pm	RDOS Board [Page 278]

"Karla Kozakevich"

Karla Kozakevich
RDOS Board Chair

Advance Notice of Meetings:

November 02, 2017	RDOS Board/Committee Meetings
November 16, 2017	RDOS Board/OSRHD Board/Committee Meetings
December 07, 2017	RDOS Board/Committee Meetings
December 21, 2017	RDOS Board/OSRHD Board/Committee Meetings – CANCELLED
January 04, 2018	RDOS Board/Committee Meetings



NOTICE OF PUBLIC HEARING

Electoral Area “E” Zoning Bylaw Amendment

1362 Greyback Mountain Road, Naramata

Date: Thursday, October 19, 2017

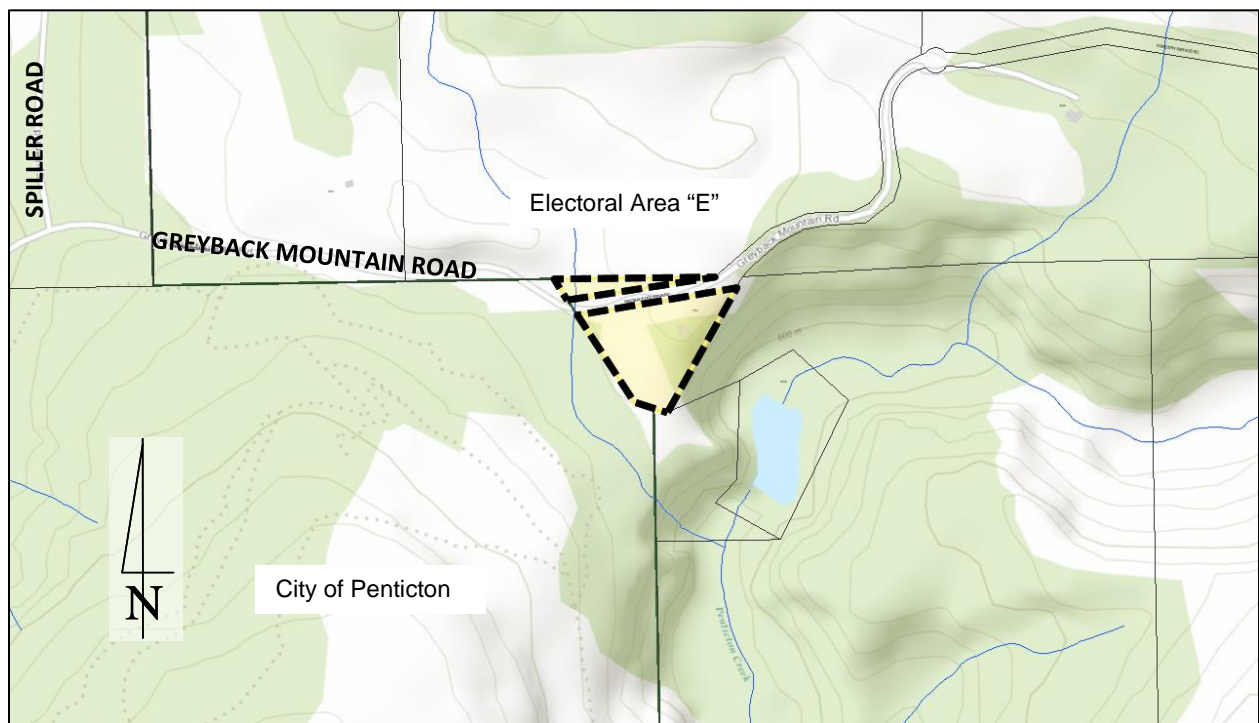
Time: 9:00 A.M.

Location: RDOS, Board Room, 101 Martin Street, Penticton

PURPOSE: To facilitate the development of a craft distillery including retail and sales.

- *Amendment Bylaw No. 2459.26, 2017:* proposes to amend Schedule ‘2’ of the Electoral Area “E” Zoning Bylaw No. 2459, 2008, by changing the land use designation on the land described as Lot 1, District Lots 103s and 2711, SDYD, Plan 12443 (1362 Greyback Mountain Road) from Small Holdings Two (SH2) to Small Holdings Two Site Specific (SH2s).

The site specific regulation will allow an accessory home industry use to include a “distillery”, including tasting, retail sales and outdoor patio area not to exceed 270 m² in area.



VIEW COPIES OF THE DRAFT BYLAWS, THE RESOLUTION DELEGATING THE HOLDING OF THE PUBLIC HEARING & SUPPORTING INFORMATION AT:

Regional District of Okanagan-Similkameen

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

Weekdays (excluding statutory holidays) between the hours of 8:30 a.m. to 4:30 p.m.

Basic information related to this proposal is also available at: www.rdos.bc.ca

(Departments → Development Services → Planning → Current Applications & Decisions → Electoral Area “E”)

Anyone who considers themselves affected by the proposed bylaw amendments can present written information or speak at the public hearing. All correspondence received for the public hearing will be made public and should be addressed to: Public Hearing Bylaw No.2459.26, c/o Regional District of Okanagan-Similkameen at 101 Martin Street, Penticton, BC, V2A 5J9. No letter, report or representation from the public will be received after the conclusion of the public hearing.

FOR MORE INFORMATION PLEASE CONTACT DEVELOPMENT SERVICES:

Telephone: 250-490-4107 | Fax: 250-492-0063 | Email: planning@rdos.bc.ca

Brad Dollevoet, MCIP
Manager of Development Services

Bill Newell
Chief Administrative Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Planning and Development Committee

Thursday, October 19, 2017

9:15 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Planning and Development Committee Meeting of October 19, 2017 be adopted.

B. Q3 ACTIVITY REPORT – For Information Only [Page 4]

C. OKANAGAN FALLS TOWN CENTRE PLAN – PHASE 3 REPORT (Urban Forum Associates) [Page 11]

- a. Urban Forum Associated's Report "Okanagan Falls Town Centre Plan – Phase 3 Report" dated September 10, 2017 [Page 15]
- b. Responses Received [Page 55]

The purpose of the Okanagan Falls Town Centre Plan – Phase 3 Report is to provide direction and guidance for the future development of Okanagan Falls Town Centre area. The report makes a number of recommendations, including the implementation of new Development Permit Area Design Guidelines; a new "Town Centre" policy section for the Electoral Area "D-2" Official Community Plan; a location for a future Place Magnet to act as the new centre attraction of Town Centre; and sets out a new plan for local road upgrading, sidewalk & trail connections, parkspace, and lake access.

RECOMMENDATION 2

THAT the Board of Directors accept the Okanagan Falls Town Centre Plan – Phase 3 Report, prepared by Urban Forum Associates; and,

THAT Administration prepare an amending Bylaw to the Electoral Area "D-2" Official Community Plan based on the recommendations of the Okanagan Falls Town Centre Plan – Phase 3 Report for the Board's consideration; and,

THAT Administration complete a review of the Electoral Area "D-2" Zoning Bylaw to ensure conformance to the Okanagan Falls Town Centre Plan – Phase 3 Report as a strategic project for 2018.

D. ADJOURNMENT

TO: Planning & Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Third Quarter Activity Report – Development Services Department

Administrative Recommendation:

For information only

Purpose:

The purpose of this report is to present the Board with an overview of activities undertaken by the Development Services Department during the previous quarter.

Background:

The Development Services Department provides a quarterly update to the Regional District Board in April (Q1), July (Q2), October (Q3) and January (Q4) of each year.

Overview:

The Development Services Department comprises Planning Services, Building Inspection Services and Bylaw Enforcement and is generally responsible for planning for and regulating development within the Regional District. The following is an overview of activities undertaken by the Department by division:

PLANNING:

Q3 Activities (July - September)

- Adoption of the Agriculture Zone and Regulations Update in the Electoral Areas "A", "C", "D", "E", "F" & "H" Official Community Plan and Zoning Bylaws was been completed.
- Electoral Area "F" Official Community Plan Review is ongoing. Round 1 survey results has been collected and analyzed. Currently preparing Round 2 survey for public release.
- Completion of the "State of the Basin Report" (2016), an interregional initiative conducted between the three Okanagan Regional Districts to develop a monitoring and evaluation framework to track progress on economic, ecological and social matters.
- Ongoing work on Okanagan Falls Town Centre Plan (Phase 3) by consultant, including open house and draft plan presentation in September 2017.
- The following reports were prepared for consideration by the Planning and Development Committee:
 - Ø Hillside Steep Slope Development Permit Update;
 - Ø Update of Regulations related to Dominion Radio Astrophysical Observatory;

-
- Ø Commercial Zone consolidation and review; and
 - Ø Commercial Tourist Zone consolidation and review (including Campground Bylaw review).

. The following reports were prepared for consideration by the Board:

- Ø 1 Joint Official Community Plan Bylaw & Zoning Bylaw Amendments*;
- Ø 3 Official Community Plan Bylaw Amendment*;
- Ø 13 Zoning Bylaw Amendments*;
- Ø 1 Discharge/Termination of a Land Use Contract*;
- Ø 10 Development Variance Permits;
- Ø 4 Temporary Use Permit.
- Ø 1 Floodplain Exemption;
- Ø 1 Agricultural Land Commission (ALC) referral; and
- Ø 1 Crown Land Use Referral.

* may include multiple readings of same amendment bylaw(s)

- . 22 Development Permits (i.e. Hillside Steep Slope, Industrial, Watercourse, etc.) were issued under delegated authority.
- . 5 referrals from the Province regarding proposed use of Crown land were processed.
- . 9 Advisory Planning Commission (APC) Meetings were scheduled.
- . 8 Public Information Meetings for Bylaw Amendments or Temporary Use Permits were scheduled.
- . 8 Public Hearings were scheduled.
- . Provision of planning services to the Town of Oliver, including:
 - Ø 1 Zoning Bylaw Amendment;
 - Ø 1 Town Centre Development Permit;
 - Ø 1 Subdivision referral.
- . Provision of planning services to the Village of Keremeos, including:
 - Ø 1 Development Variance Permit.
- . A total of 4 Liquor License referrals for Lounge and Special Event Area Applications:
 - Ø Burrowing Owl Vineyards
 - Ø Nichol Vineyards
 - Ø Oliver Twist Winery
 - Ø Corcelettes Estate Winery

Planned Activities for Q4 – 2017 (October to December)

- . On-going processing of land use applications and queries;

- Continue work on the Electoral Area "F" Official Community Plan Bylaw Review;
- Monitor implementation of new ESDP Area Guidelines and permit scheme;
- Present Okanagan Falls Town Centre Plan and OCP amendment Bylaw to reflect the Plan;
- Continue work on Zoning Bylaw Update (Large Holdings and Small Holdings zones, etc.); and
- Continue to provide planning services to the Town of Oliver and Village of Keremeos.

BUILDING INSPECTIONS

Q3 Activities (July - September)

- To the end of September we issued 453 permits year to date, compared to 448 permits issued during the same time period in 2016 (see Attachment No. 2 for the summary of issued Building Permits in Q3).
- Kennedy Lake inspections are ongoing. As at September 30, 2017, 88 permits remain outstanding at varying degrees of completeness. 128 permits have been closed. 14 non-compliant structures had been targeted for demolition which is to occur by the end of October, 2017. Of those 14, 3 of the structures have been completed leaving 11 structures to be demolished during this round of demolitions. Structures which have had no permits, no inspections or little or no progress will be the focus of this round of demolitions.

Planned Activities for Q4 – 2017 (October to December)

- Kaizen is targeted to be completed for Building Permit processing in Q4.

BYLAW ENFORCEMENT

Q3 Activities (July - September)

- Dog Control Bylaw and Animal Control Bylaw was presented to the Board for adoption;
- Reviewed Bylaw Enforcement Officer contract
- Reviewed and updated Animal Control Contract
- Initiated draft for Request For Proposals for Dog Control Enforcement.

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN SUMMARY OF ENFORCEMENT - 3rd QUARTER 2017									
ACTIVE FILES TO DATE	A	B	C	D	E	F	G	H	TOTAL
Land Use	2	n/a	9	19	4	10	1	4	49
Untidy & Unsightly	n/a	n/a	4	4	1	2	8	3	22
Other	0	0	0	2	2	1	0	1	6
TOTAL	2	0	13	25	7	13	9	8	77
NOISE COMPLAINTS	A	B	C	D	E	F	G	H	TOTAL
Complaints received	n/a	n/a	5	34	9	8	n/a	1	57
ANIMAL CONTROL	A	B	C	D	E	F	G	FIRST NATION	TOTAL
Impounded	1	1	0	6	1	1	3	1	14
Claimed by Owner	1	1	0	5	1	0	3	0	11
To Rescue or Adoption	0	0	0	0	0	1	0	1	2
Euthanized	0	0	0	1	0	0	0	0	1

<https://portal.rdos.bc.ca/departments/officeofthecao/BoardReports/2017/20171019/PlanningAndDevelopment/B.>

Q3Activity_Report.docx

-
- Planned Activities for Q4 – 2017 (October to December)
 - Mail dog licence renewal letters to 2017 dog licence holders
 - Supply vendors with 2018 dog licences and initiate dog licence sales
 - Complete any amendments to Dog Control Bylaw prior to adoption
 - Distribute new dog bylaw regulations through media, updated information brochures
 - Present Animal Control Bylaw for adoption
 - Finalize draft RFP for Dog Control Services and engage a Service Provider
 - Complete review and update of Bylaw Enforcement Contract
 - Initiate RFP process for Bylaw Enforcement and engage a Service Provider
 - Initiate Bylaw Enforcement Policy Review – This 2017 business plan project will continue into 2018

Respectfully Submitted,



Brad Dollevoet, Development Services Manager

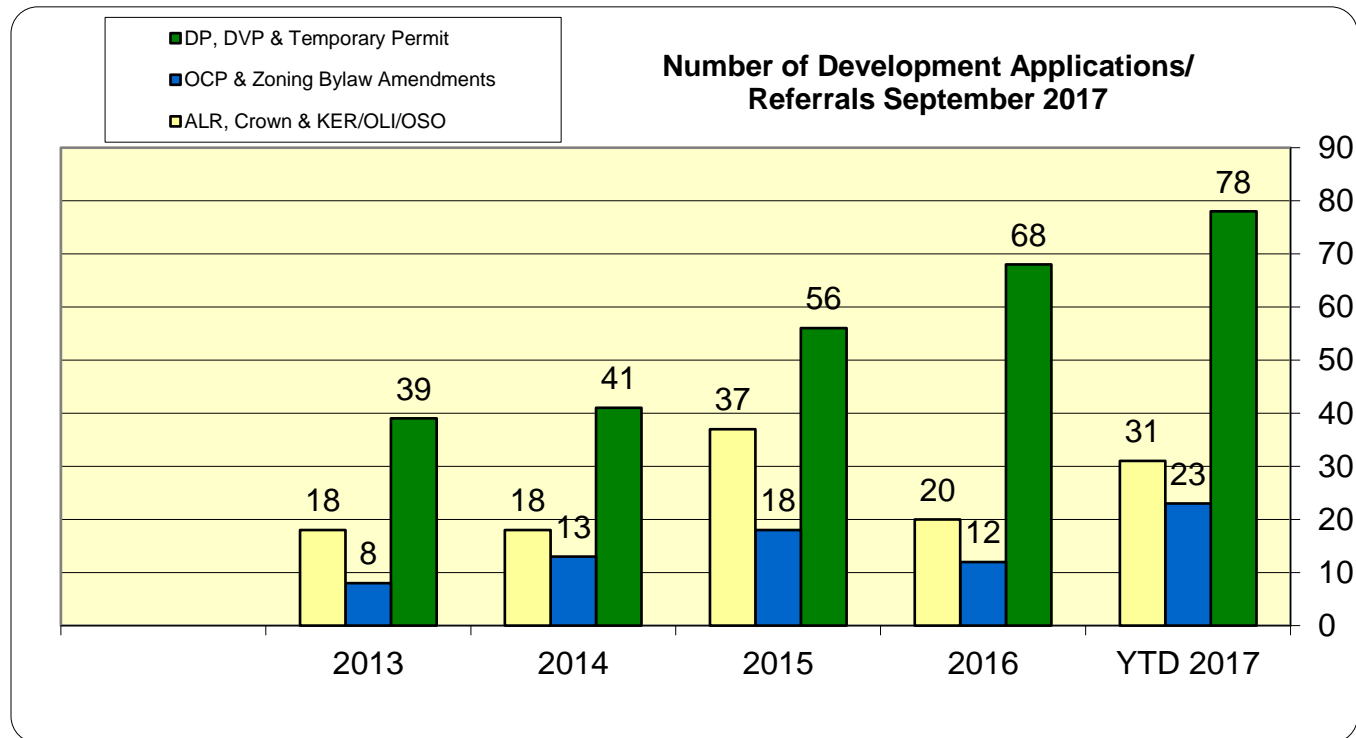
Attachments: No. 1 – Number of Development Applications / Referrals (YTD – September)
No. 2 – Summary of Building Permits (YTD – September)

Attachment No. 1 - Number of Development Applications / Referrals

Number of Development Applications / Referrals September 2017 Year to Date

	Month								Total	YTD 2017	2016	2015	2014	2013
	A	B	C	D	E	F	G	H						
Develop Permit & DVP			1	4				1	6					
Temp. Industr									0					
DP, DVP & Temporary Permit									6	78	68	56	41	39
Zoning						1			1					
OCP/ZONING									0					
OCP & Zoning Bylaw Amendments									1	23	12	18	13	8
ALR			1					1	2					
Crown Land								1	1					
KER/OLI/OSO			2						2					
ALR, Crown & KER/OLI/OSO									5	31	20	37	18	18

Attachment No. 1 - Number of Development Applications / Referrals



Attachment No. 2 – Summary of Building Permits Issued to Date, 2017

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN SUMMARY OF BUILDING PERMITS FOR THE MONTH OF SEPTEMBER 2017									
NUMBER OF PERMITS ISSUED									
DESCRIPTION	A	C	D	E	F	H	TOTAL	2017	2016
RENEWAL/DEFICIENCY	2						2	26	24
S.F.D.	2	2	4	3		1	12	85	73
MOBILE/MANU HOMES		3				1	4	28	31
CABINS/REC							0	1	42
SEMI-DETACHED, DUPLEX, MULTI			1				1	2	2
DEMOLITION / MOVE		1	1	2			4	26	20
ACCESSORY USES	2	4		5	1	2	14	98	116
ADDITIONS / REPAIRS / PLUMBING	1	3	11	1	1	1	18	104	98
COMMERCIAL							0	23	19
INDUSTRIAL							0	1	1
FARM BUILDING EXEMPTION	1			1		2	4	26	16
INSTITUTIONAL							0	1	1
SOLID FUEL APPLIANCE	1	1	1				3	32	5
MONTHLY TOTAL	9	14	18	12	2	7	62	453	448
YEAR TO DATE 2017	63	93	154	56	23	64	453		
SAME MONTH 2016	8	17	11	12	6	19	73		
YEAR TO DATE 2016	42	63	111	61	32	139	448		
DOLLAR VALUE OF PERMITS									
DESCRIPTION	A	C	D	E	F	H	TOTAL	TOTAL YEAR	
RENEWAL/DEFICIENCY	\$1,500						\$1,500	\$882,950	
S.F.D.	\$624,015	\$672,920	\$1,583,405	\$1,440,655		\$321,500	\$4,642,495	\$27,158,858	
MOBILE/MANU HOMES		\$611,955				\$160,785	\$772,740	\$5,113,331	
CABINS/REC							\$0	\$40,320	
SEMI-DETACHED, DUPLEX, MULTI			\$352,845				\$352,845	\$839,785	
DEMOLITION / MOVE		\$1,000	\$1,000	\$2,000			\$4,000	\$26,000	
ACCESSORY USES	\$106,800	\$219,315		\$104,240	\$15,000	\$80,150	\$525,505	\$2,834,428	
ADDITIONS / REPAIRS / PLUMBING	\$144,300	\$364,475	\$807,140	\$52,500	\$12,000	\$20,000	\$1,400,415	\$4,788,119	
COMMERCIAL							\$0	\$33,415,898	
INDUSTRIAL							\$0	\$100,000	
FARM BUILDING EXEMPTION							not valued / no revenue		
INSTITUTIONAL							\$0	\$70,400	
SOLID FUEL APPLIANCE	\$1,000	\$1,000	\$1,000				\$3,000	\$32,000	
MONTHLY TOTAL	\$877,615	\$1,870,665	\$2,745,390	\$1,599,395	\$27,000	\$582,435	\$7,702,500	\$75,302,088	
YEAR TO DATE 2017	\$7,458,341	\$40,113,376	\$15,244,458	\$5,698,455	\$2,313,503	\$4,473,955	\$75,302,088		
SAME MONTH 2016	\$1,649,170	\$2,165,050	\$1,613,835	\$2,070,885	\$669,235	\$707,390	\$8,875,565		
YEAR TO DATE 2016	\$4,536,792	\$9,528,765	\$18,767,831	\$6,169,618	\$1,835,107	\$6,639,475	\$47,477,588		
BUILDING INSPECTION REVENUE									
MONTH	2011	2012	2013	2014	2015	2016	2017		
JANUARY	\$17,959.62	\$16,098.23	\$15,847.48	\$8,965.60	\$17,905.98	\$38,090.55	\$39,602.01		
FEBRUARY	\$18,531.97	\$14,200.42	\$18,055.76	\$25,842.00	\$19,575.32	\$29,419.02	\$44,897.41		
MARCH	\$26,221.83	\$38,322.59	\$28,007.02	\$30,397.81	\$32,251.07	\$41,406.24	\$62,053.58		
APRIL	\$31,870.85	\$18,059.44	\$20,973.73	\$28,055.24	\$47,883.66	\$15,209.80	\$35,550.35		
MAY	\$42,136.91	\$30,849.83	\$43,054.17	\$47,678.54	\$34,819.01	\$88,336.89	\$335,459.36		
JUNE	\$46,768.25	\$44,166.92	\$42,069.21	\$78,964.49	\$62,473.80	\$105,215.54	\$66,954.09		
JULY	\$39,690.56	\$57,024.83	\$46,889.56	\$48,610.54	\$93,218.43	\$70,891.24	\$95,394.43		
AUGUST	\$37,792.51	\$58,020.08	\$35,669.63	\$41,182.51	\$59,620.80	\$73,568.01	\$47,165.53		
SEPTEMBER	\$40,835.92	\$24,513.20	\$24,607.81	\$68,044.72	\$121,384.59	\$102,226.37	\$90,566.53		
OCTOBER	\$27,711.60	\$34,125.76	\$28,791.57	\$36,694.11	\$39,069.81	\$44,894.56			
NOVEMBER	\$23,710.90	\$29,782.64	\$25,620.64	\$40,766.83	\$58,845.97	\$32,663.33			
DECEMBER	\$41,386.71	\$33,035.38	\$16,484.32	\$39,792.14	\$40,132.41	\$29,147.95			
TOTAL	\$394,617.63	\$398,199.32	\$346,070.90	\$494,994.53	\$627,180.85	\$671,069.50	\$817,643.29		

ADMINISTRATIVE REPORT



TO: Planning and Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Okanagan Falls Town Centre Plan – Phase 3 Report (Urban Forum Associates)

Administrative Recommendation:

THAT the Board of Directors accept the Okanagan Falls Town Centre Plan – Phase 3 Report, prepared by Urban Forum Associates;

AND THAT Administration prepare an amending Bylaw to the Electoral Area “D-2” Official Community Plan based on the recommendations of the Okanagan Falls Town Centre Plan – Phase 3 Report for the Board’s consideration;

AND THAT Administration complete a review of the Electoral Area “D-2” Zoning Bylaw to ensure conformance to the Okanagan Falls Town Centre Plan – Phase 3 Report as a strategic project for 2018.

Purpose:

The purpose of the *Okanagan Falls Town Centre Plan – Phase 3 Report* is to provide direction and guidance for the future development of Okanagan Falls Town Centre area. The report makes a number of recommendations, including the implementation of new Development Permit Area Design Guidelines; a new “Town Centre” policy section for the Electoral Area “D-2” Official Community Plan; a location for a future Place Magnet to act as the new centre attraction of Town Centre; and sets out a new plan for local road upgrading, sidewalk & trail connections, parkspace, and lake access.

A key new direction for the Town Centre is the re-designation of most of the existing Commercial land to Medium Density Residential/Mixed Use development. Over time, this will create additional population to support local shops and services. Ultimately, when all the residential sites have been developed, an additional 300+ dwelling units are forecast in the Town Centre, along with approximately 60 new Tourist Commercial (i.e. hotel) rooms and approximately 700 m² of additional commercial space.

Background:

In 2014, the RDOS commissioned a process to develop a design-focused economic revitalization plan for Okanagan Falls Town Centre. The ultimate objective of the RDOS was to help reverse the economic fortunes of Okanagan Falls Town Centre through development of a Town Centre Plan that outlines a land use plan, strategic public and private investments and partnerships, positive streetscape improvements and quality urban design that together will provide a distinctive sense of place.

The Okanagan Falls Town Centre planning process was conducted in three (3) phases, described below:

Phase 1: completed in June 2014, analyzed the current situation in Okanagan Falls Town Centre and engaged the local community in exploring opportunities to develop a 'Place Magnet' and in formulating a clear vision for the revitalization and future development of the Town Centre. A series of stakeholder workshops were conducted to gather input from the community.

A set of key Planning and Design Principles was developed in Phase 1 and endorsed by the community. As well, two alternative preliminary revitalization scenarios were developed. Those two scenarios were presented to the community for feedback and it was determined that there was consensus support for Scenario Option B, which envisioned new mixed-use development being oriented towards the Skaha Lake waterfront in a smaller, compact town centre core between Cedar Street and Main Street, north of Highway 97.

Phase 2: completed in December 2015, focused on a collaborative charrette process that took place in September 2015, and the plans that emerged out of that collaborative design exercise. The charrette convened a diverse range of key community stakeholders, facilitated by planning and design professionals. Invitations were issued for the Day 1 full-day workshop to key stakeholders, including members of advisory bodies for RDOS Area 'D', local Okanagan Falls retail business owners, land owners and members of the local real estate development business sector, members of the tourism and winery business sectors and representatives of community partner organizations. A total of 31 people attended the Day 1 workshop. On Day 2 the planning and design professionals developed drawings and concepts that flowed out of the work done with the participants on Day 1. At the conclusion of Day 2, the public was invited to attend a "pin-up" session where they were able to review the design concepts that emerged from the Day 1 workshop. This public review session was advertised in local newspapers and using community posters. Approximately 65 people attended this public event.

Phase 3: which is the subject of this report, was the preparation of the Okanagan Falls Town Centre Plan, which provides recommendations to RDOS for bylaw amendment and future projects. Included in this Phase was further technical work with a review of servicing capability in the Town Centre and a Traffic Impact Assessment of the expected growth from the Town Centre, the development of a new OCP "Okanagan Falls Town Centre" policy section, the preparation of Development Permit Area (DPA) design guidelines, and consideration of Plan implementation recommendations.

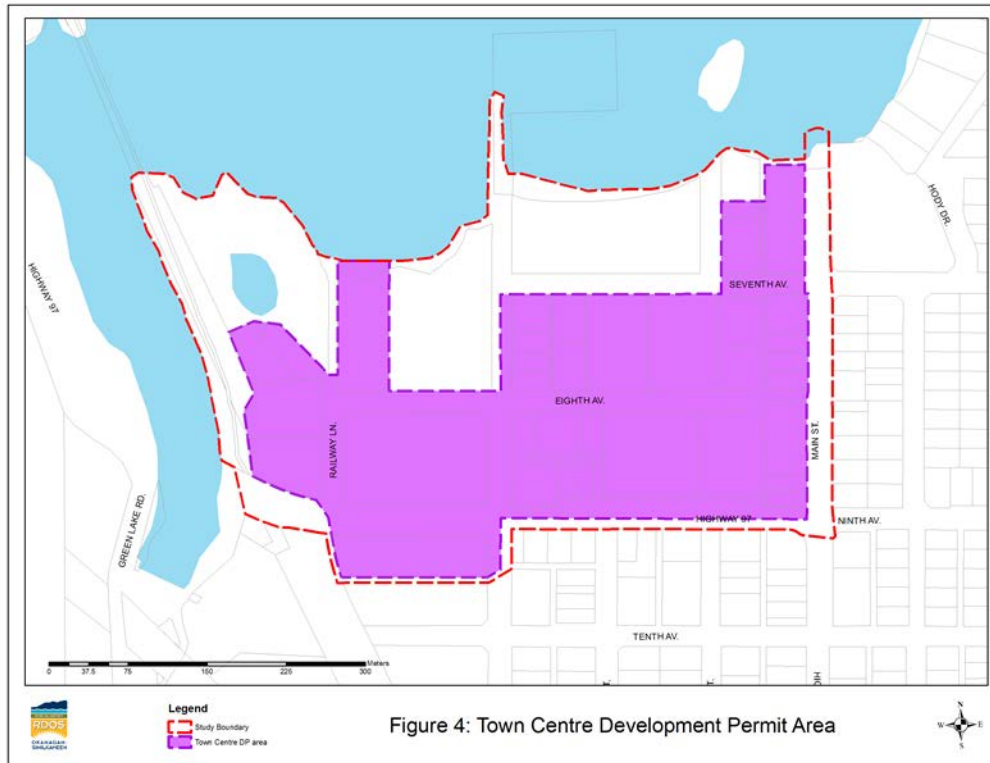
A public open house was held on September 14, 2017 at the Okanagan Falls Elementary School. Poster boards were set up of the proposed plan elements and feedback forms were provided for public response to the proposed plan. Please find attached the submitted public feedback forms (total of 21) to the proposed plan. The public had until September 29, 2017 to provide comments.

The Ministry of Transportation and Infrastructure (MoTI) was consulted throughout the preparation of the Traffic Impact Assessment for the Okanagan Falls Town Centre Plan and provided a copy of the finalized draft of the Phase 3 report. The finalized draft was also circulated to internal RDOS departments for comment.

Analysis:

The Phase 3 Report, prepared by Urban Forum Associates, has a number of recommendations for RDOS to consider for land use bylaw amendments. Primarily, these recommendations are directed to the Electoral Area "D-2" Official Community Plan (OCP) and includes the following:

1. Recommendation #1: That a new "Town Centre" section be introduced into the Electoral Area "D-2" Official Community Plan that includes objectives and policies that are specific to the land uses to be encouraged in the Town Centre.
2. Recommendation #2: That a new "Town Centre" OCP designation be applied to those properties shown on Figure 4 of the report (shown below):



3. Recommendation #3: That a new "Town Centre Development Permit Area" with specific design guidelines be added to Schedule "E" Form and Character Development Permit Areas section of the Electoral Area "D-2" OCP.
4. Recommendation #4: That Section 15.0 "Parks and Recreation Trails" of the Electoral Area "D-2" OCP be amended to include policies and objectives reflective of the Town Centre area.

Given the above recommendations, Administration recommends that upon Board acceptance of this Phase 3 report, that Administration prepare an amending Bylaw to the Electoral Area "D-2" OCP for future Board consideration.

In addition to the recommendations provided in the Phase 3 report, section 4.0 "Implementation" provides a number of follow-up studies and initiatives that RDOS may elect to pursue in relation to the Okanagan Falls Town Centre Plan. A summary of these initiatives are provided below:

- A review of the existing elements of the Electoral Area "D-2" Official Community Plan in relation to the existing Commercial (C) designation and Commercial Development Permit Area that currently applies to the study area.
- A review of the Electoral Area "D-2" Zoning Bylaw to ensure consistency between the recommended objectives and policies of the "Town Centre" OCP designation with the existing Town Centre (C4) Zone.

-
- Preparation of public access design guidelines for foreshore areas of the Skaha lake waterfront.
 - Work with MoTI to secure its support of the Town Centre plan including recommendations to MoTI provided in Section 2.3 "Existing Road Network" of the Phase 3 report.
 - Undertake a technical study to determine the feasibility of a commercial water vessel moorage facility.
 - Secure a location and work with property owner and any potential investors/development partners to implement the identified "Place Magnet" project.

Of these above initiatives, Administration recommends that the first two be immediately pursued, with the review of the existing elements of the Electoral Area "D-2" OCP to ensure conformance to the recommendations of the Phase 3 report be undertaken in the proposed amending Bylaw.

The review of the Electoral Area "D-2" Zoning Bylaw in relation to the Okanagan Falls Town Centre Plan – Phase 3 Report is proposed to be considered by the Board as a strategic project for the 2018 Business Plan.

Alternative:

THAT the Board of Directors not accept Okanagan Falls Town Centre Plan – Phase 3 Report.

Respectfully submitted:



B. Dollevoet, Development Services Manager

Attachments: No. 1 - Okanagan Falls Town Centre Plan – Phase 3 Report (September 10, 2017 – Urban Forum Associates)
No. 2 - Public Feedback Forms

Okanagan Falls Town Centre Plan

Phase 3 Report

Urban Forum Associates

September 10, 2017



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Figures

Figure 1: Okanagan Falls Town Centre Plan Study Area

Figure 2: Future Land Use

Figure 3: Public Realm Concept

Figure 4: Town Centre Development Permit Area

1.0 Introduction

1.1 Background

In 2014, the Regional District of Okanagan-Similkameen (RDOS) commissioned a process to develop a design-focused economic revitalization plan for Okanagan Falls Town Centre. The ultimate objective of the RDOS was to help reverse the economic fortunes of Okanagan Falls Town Centre through development of a Town Centre Area Plan that outlines a land use plan, strategic public and private investments and partnerships, positive streetscape improvements and quality urban design that together will provide a distinctive sense of place and help guide the Town Centre towards becoming a more enticing, economically viable place to live, work, shop and recreate, for both local residents and visitors.

This Plan builds on the work done in preparing the RDOS's Okanagan Falls Economic Development Action Plan (2012) and the Electoral Area "D-2" (East Skaha, Vaseux) Official Community Plan (2013).

1.2 Purpose of the Okanagan Falls Town Centre Plan

The purpose of this *Okanagan Falls Town Centre Plan* is to provide direction and guidance for the future development of Okanagan Falls Town Centre in accordance with the Vision and Goals articulated in this Plan, and the accompanying Development Permit Area Design Guidelines.

1.3 Regional Growth Strategy

On April 1, 2010, the Regional District adopted a Sub-Regional Growth Strategy (RGS) for the South Okanagan. Under the *Local Government Act*, once an RGS has been adopted, Official Community Plans (OCPs) must be consistent. The goal of the RGS is to direct the substantial majority of future growth in the South Okanagan Valley to designated Primary Growth Areas. In addition to the four municipalities of Penticton, Summerland, Oliver and Osoyoos, Okanagan Falls is designated as a Primary Growth Area.

1.4 Electoral Area "D-2" Official Community Plan

The East Skaha, Vaseux Official Community Plan Bylaw No. 2603, 2013 was adopted in 2013. In this Plan, Okanagan Falls is recognized as a Primary Growth Area. Okanagan Falls is well suited to accommodate future growth, having community water and sewer systems, and an established urban area with a mix of residential uses, industry and commercial, a school and parks. There is also considerable capacity for new development on vacant sites and redevelopment opportunities.

A key objective of the Electoral Area "D-2" Official Community Plan (OCP) is to encourage a wide range of residential development in Okanagan Falls, and the Plan directs all multiple family housing to Okanagan Falls. The OCP also recognizes Okanagan

Falls as the centre for commercial development and supports economic development activities, revitalization efforts, and design guidelines that promote a lively and harmonious built environment. Residents support an increase in the amount and diversity of shopping, dining, entertainment and employment opportunities as well as an attractive and walkable Okanagan Falls community.

The Plan calls for a strong focus of mixed-use commercial, institutional and medium density residential development in the Okanagan Falls Town Centre area. A continuous waterfront walkway from Main Street to Lions Park is also identified as an important goal in the Community Plan.

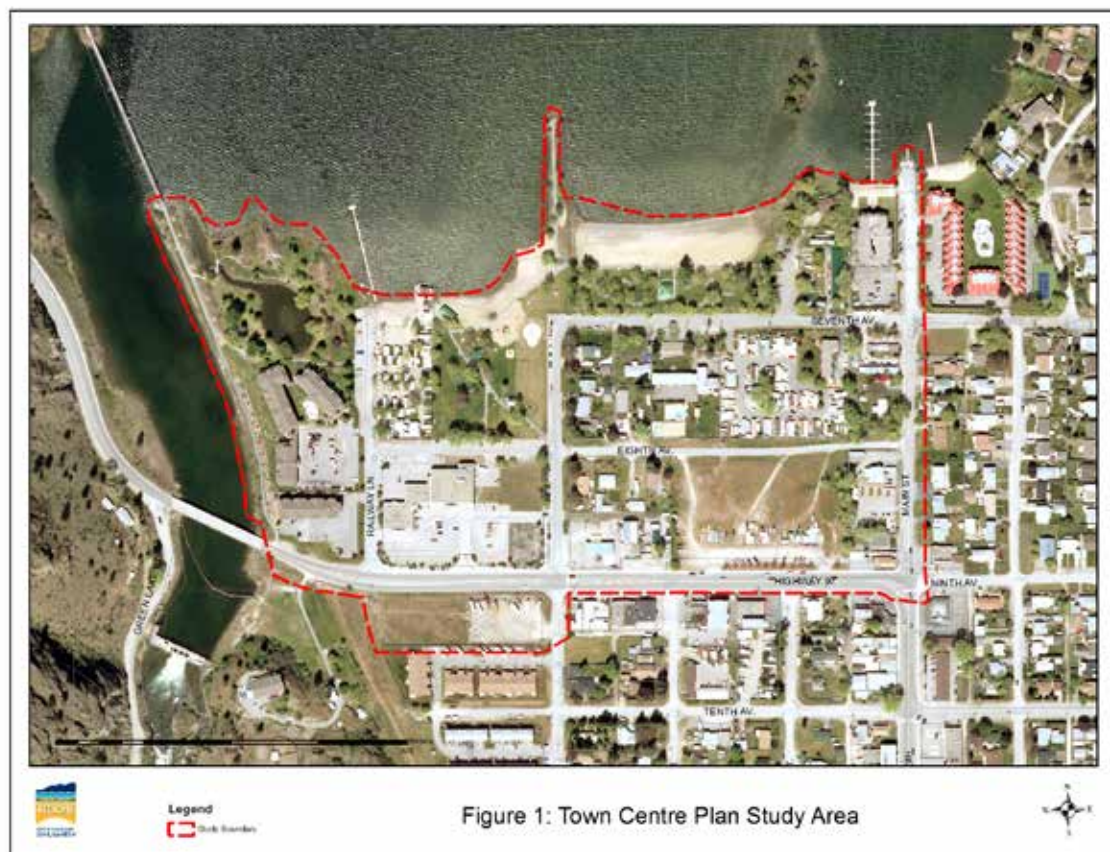
Elements of the Okanagan Falls Town Centre Area Plan will be incorporated in the Electoral Area "D-2" OCP by way of an amending bylaw with specific sections of this plan being incorporated into the appropriate sections of the Electoral Area "D-2" OCP.

2.0 Local Context

2.1 Setting

Okanagan Falls is an unincorporated urban community located at the southern end of Skaha Lake. The area is approximately 320 ha in size and is the most densely populated of the five Electoral Area "D-2" communities. According to the Electoral Area "D-2" OCP Bylaw, the overall population of Electoral Area "D-2" was determined to be approximately 2,337 in 2011, using the 'GeoSearch' 2011 tool through Statistics Canada. Most of this population is in Okanagan Falls.

Okanagan Falls Town Centre refers to the area between Skaha Lake and Highway 97 and between the Okanagan River bridge to the west and Main Street to the east. Figure 1: Town Centre Plan Study Area identifies this general area.



2.2 Existing Land Use and Form of Development

The existing town centre has a range of development forms, with a core area along Highway 97 (Main Street) between Ninth and Eleventh Avenues with zero setback buildings and sidewalks. Highway 97 (Ninth Avenue) from Main Street to Railway Lane at

the north entrance to the community has a more highway-oriented commercial character, with some zero setback development, an auto-oriented shopping mall and other commercial uses set back from the highway. In this area, there are no sidewalks on the south side of Highway 97 and vehicle access is less controlled, with right-angled parking coming directly off the highway (see sidewalk location map provided below).

The existing land uses in the town centre are a mix of retail, office uses seasonal residential/tourist accommodation uses, multi-family apartments and single family houses between Highway 97 and the lake. Several large sites are undeveloped. A prominent feature of the town centre is a series of well-developed waterfront parks – Lions, Kenyon and Christie Memorial Parks. The RDOS recently acquired additional waterfront property for park expansion.



2.3 Existing Road Network

As an unincorporated urban community, all roads in Okanagan Falls are under Ministry of Transportation and Infrastructure (MoTI) jurisdiction, including both Highway 97 and non-highway roads (typical of unincorporated communities in BC).

Highway 97 is classified as an Arterial – Controlled Access Highway through Okanagan Falls, and runs directly through the Town Centre with high traffic volumes and limited pedestrian crossing opportunities. There are multiple operational and safety concerns for side street traffic to access the Highway, limited sidewalks, and direct access to parking from the highway in some areas. A pedestrian crossing at Cedar Street was recently enhanced by the MoTI with flashing beacons to improve safety.

Highway 97 at Cedar Street features eastbound and westbound left-turn lanes and stop control on the Cedar Street approaches. The crosswalk on the east-leg of Highway 97 /

Cedar Street was recently upgraded with pedestrian-activated side-mounted flashers.

The Highway 97 at Main Street and 9th Avenue intersection assigns right-of-way to the eastbound right and northbound left movements. The northbound movements are free flow, the eastbound right is yield controlled, and all other movements have stop control. There is supporting guide signage and information signs at the approaches to the intersection. Additional information is provided on yellow warning tab signs on the stop-controlled approaches. There is a flashing red and amber light above the intersection and a painted crosswalk on the south-leg.

Local roads are typically undeveloped, with no curbs, gutters, or storm sewer systems, and few sidewalks (see example picture below).



The Traffic Impact Assessment prepared by Watt Consulting Group for the Town Centre plan project recommends that the MoTI should:

- Support Okanagan Falls Town Centre Street Network Plan, Town Centre street cross-sections, and the Walking & Cycling Network Plan;
- Manage triggers through development for signalization of Highway 97 / Cedar Street. This is expected around 50% build-out;
- Enhance pedestrian crosswalk at 10th Avenue and implement northbound and southbound left-turn lanes by 2037; and
- Coordinate with RDOS on:
 - Ø Development and maintenance of raised median islands along 9th Avenue (Highway 97);

-
- Ø Resolving driveway access and pedestrian space along 9th Avenue (Highway 97); and
 - Ø Determining the utility of secondary route alternatives.

2.4 Servicing and Utilities

WSP Engineering completed a brief analysis of the current water and sewer systems in Okanagan Falls Town Centre and what upgrades may be required to accommodate the growth provided for in the Town Centre plan. In order for growth and revitalization to occur in the Town Centre, infrastructure systems must be capable of meeting the demands generated by new development.

Infrastructure upgrades will be required for the sewer and water systems servicing the Town Centre growth area. New water distribution mains will be required for servicing development. Replacement of existing small diameter water lines will be required in a number of locations to meet fire flows of 150 l/s for commercial properties. Reservoir upgrades are also required to meet fire flow requirements.

Sewer system upgrades are also required. Two sections of flat graded sewer mains at the north end of the Town Centre area may need to be upgraded. Existing 150 mm sewer mains that will be extended need to be upgraded to 200 mm. Sewer extensions may be required to service some of the proposed developments. If possible, new development sewer connections should be connected to the existing sewers on Main Street.

2.5 Development Challenges

A number of development challenges have been identified in Okanagan Falls. An aging population and a highly seasonal market (summer) results in a small population base to support local businesses. All the large development sites in the Town Centre are zoned for Commercial use – some are vacant, others are in seasonal tourist commercial use – and yet there is limited demand for commercial property. The Town Centre lacks an attractive, well-defined downtown core.

As Okanagan Falls is unincorporated and lies within the RDOS, the regional district governance structure, as allowed for under B.C.'s *Community Charter* and *Local Government Act*, presents a number of challenges when compared to a municipality. These challenges include no local control or ownership of the road network, a separate Irrigation District for the community water system, and no general tax base (as each service is funded separately). While regional districts have the same land use planning authority as municipalities, there is no ability to offer incentives for new development.

2.6 Growth Potential

Despite the issues noted above, there are several factors that suggest there are growth opportunities in Okanagan Falls Town Centre. These include:

-
- several key undeveloped sites including a large undeveloped block on the north side of Highway 97 (Lots 1 & 2, Plan KAP12558, District Lot 374, SDYD – i.e. former 'flea market' site), a portion of which is being proposed to be developed into a seniors housing complex;
 - a relatively compact urban area defined by the Okanagan River to the west and agricultural land to the east;
 - a beautiful natural setting at the south end of Skaha Lake, with extensive lakefront parks;
 - Highway 97 brings approximately 9,000 vehicles per day to the Town Centre, increasing by approximately one-third in the summer, representing a significant potential market;
 - a new provincial prison recently built just south of Okanagan Falls, which has increased local demand for housing;
 - regular scheduled air service recently introduced between Calgary and Penticton Airport, making the area more directly accessible to Alberta and the international market; and
 - the local wine industry is expanding, yet has no visible presence in the Town Centre: this expanding tourism sector presents another growth opportunity.





2.7 Local Context Summary

A key new direction for the Town Centre is the re-designation of most of the existing Commercial land to Medium Density Residential/Mixed Use development. Over time, this will create additional population to support local shops and services. The first new development in this direction is the proposed BC Housing Corporation funded seniors housing project located on the east lot of the former 'flea market' property at 5080 Highway 97 (Lot 1, Plan KAP12558, District Lot 374, SDYD) – a mix of thirty-four affordable apartment units with a small commercial component along the highway.

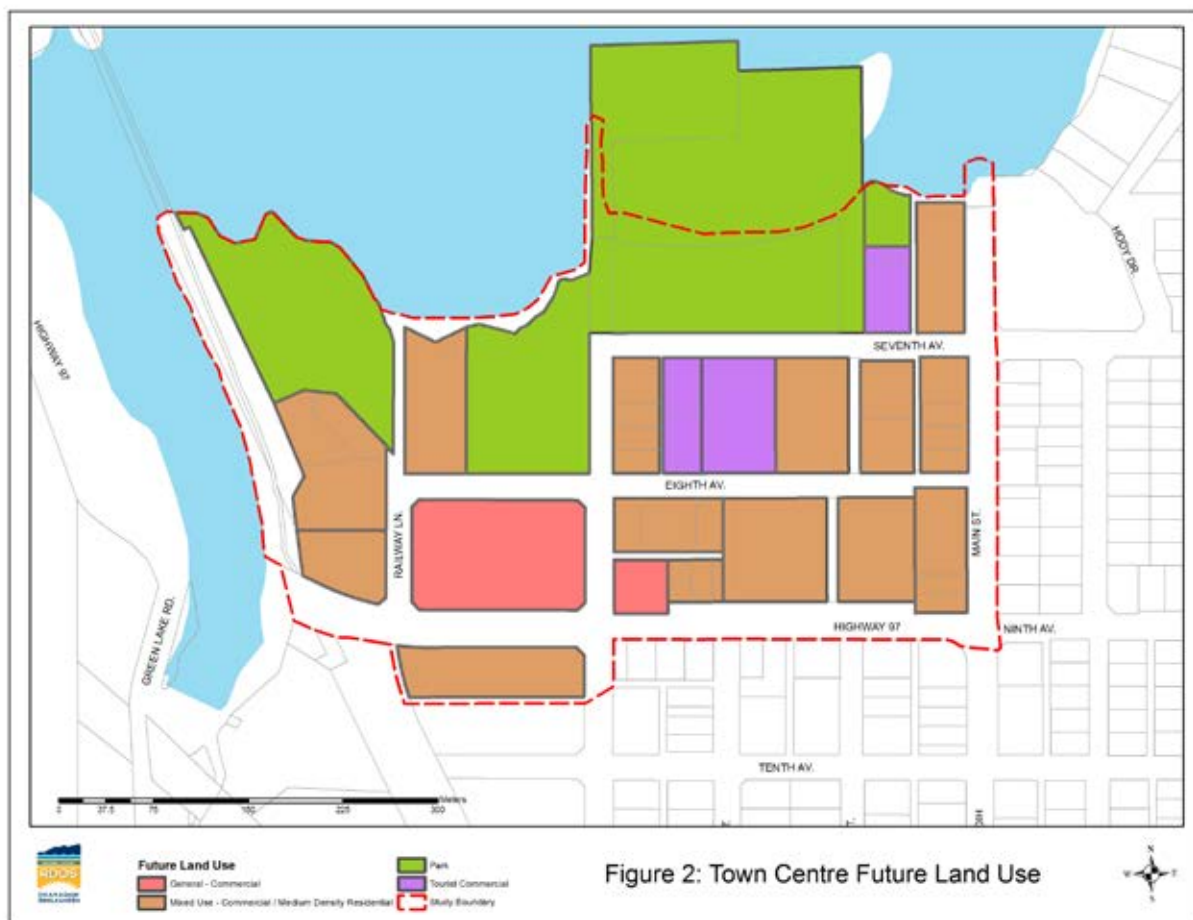
Ultimately, when all the residential sites have been developed, an additional 300+ dwelling units are forecast in the Town Centre, along with approximately 60 new Tourist Commercial (i.e. hotel) rooms and approximately 700 m² of additional commercial space.

3.0 Town Centre Plan

3.1 Overview

Through an extensive consultation process, the community has strongly supported re-orienting the Town Centre away from Highway 97 and towards the Skaha Lake waterfront. Residents also indicated that they want to encourage the commercial area to develop as a more pedestrian-oriented, vibrant hub of mixed-use commercial and residential uses.

The community consultation process has also resulted in a broad recognition that Okanagan Falls can only support a limited additional amount of commercial uses. Consequently this Plan proposes to re-designate lands currently zoned as Commercial to Mixed-use Commercial / Medium Density Residential development. The amount of strictly commercial development area supported by this Plan is therefore modest, and is focused on smaller geographic areas, as noted on Figure 2: Town Centre Future Land Use.

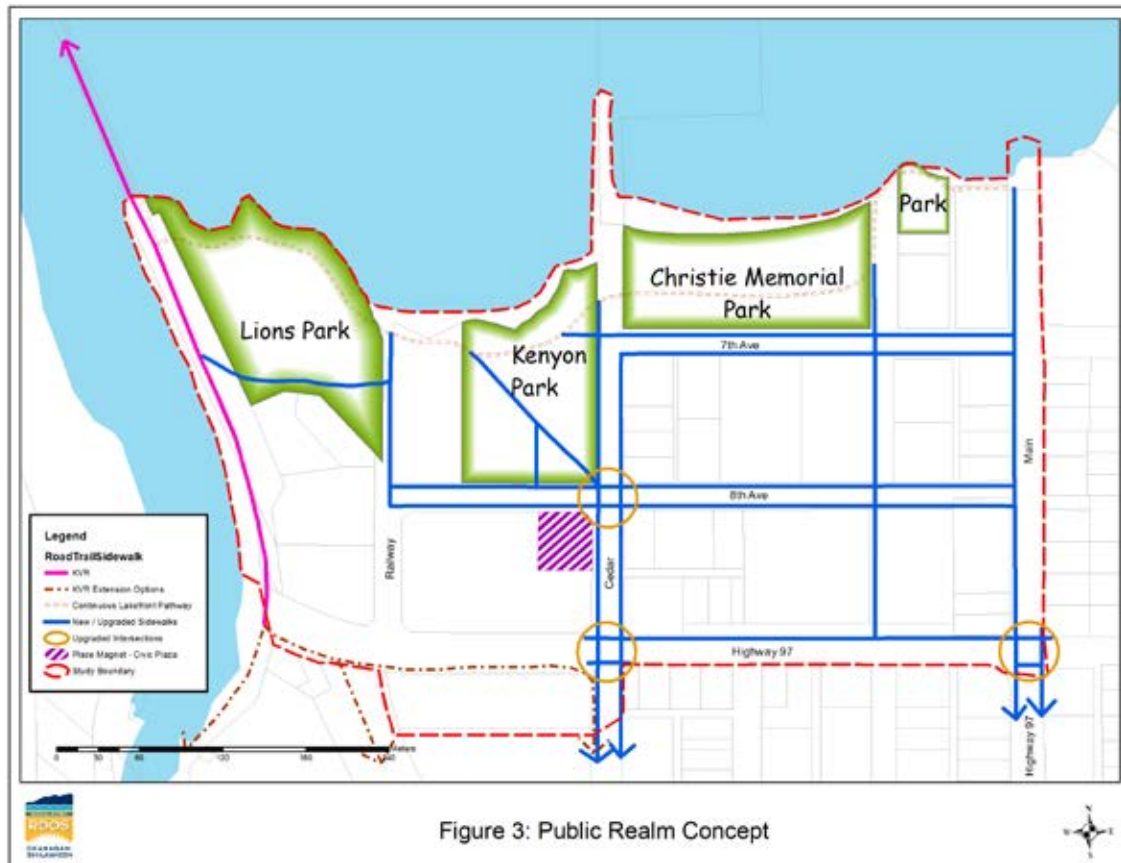


3.2 Vision

It is the vision of this Plan that Okanagan Falls Town Centre will become a compact, mixed-use, pedestrian-friendly town centre that is oriented towards Skaha Lake and optimizes public access to the waterfront. It supports increased residential development that in turn supports local businesses. The Town Centre is attractive to visitors and tourists passing through Okanagan Falls, with enhanced amenities, attractions, accommodations and services that encourage people to stop and stay in the Town Centre. Okanagan Falls Town Centre will become an urban jewel of the South Okanagan Valley, attracting new growth, tourism and housing for a range of residents.

Key elements of the vision include:

- Reorienting the Town Centre away from Highway 97 and towards the lakefront, to take full advantage of this underutilized natural asset. As such, new development is proposed to be oriented on the north-south axis rather than the east-west axis, to maximise both views and physical access towards the lake.
- Undertaking public realm enhancements on Cedar Street and Main Street – the two existing streets that lead north towards the lake, and creating a new north-south pedestrian corridor on the Willow Street alignment. Improvements will also be made to Seventh and Eighth Avenues. These routes will be enhanced to provide a safer, more comfortable and attractive pedestrian environment for people walking to/from the lakefront and local shops and services (see Figure 3: Public Realm Concept).
- Improving pedestrian safety and comfort along and across Highway 97.
- Creating a new Civic Plaza framed by new commercial development in the Town Centre, which will act as a 'Place Magnet' attracting visitors, residents, businesses and community activities, and will support economic development (see Figure 3 for the proposed location of the Civic Plaza).
- Focusing new medium density residential development in Okanagan Falls in the Town Centre to support local businesses and to create a critical population mass.



3.3 Goals

The following are the planning goals for the Okanagan Falls Town Centre Plan:

.1 LAND USE:

Provide a new focus on medium density housing and mixed-use development in the Town Centre while recognizing existing commercial areas. Tourist Commercial development (e.g. hotels) is also encouraged on certain key sites.

.2 PLACE MAGNET AND IDENTITY:

Provide a physical definition for a proposed main attractor ('Place Magnet') that will help create a distinctive sense of place and identity for the Town Centre, attracting locals and visitors to the area to spend time and money.

.3 URBAN DESIGN:

Provide Development Permit Area design guidelines for the form and character of Medium Density Residential, Mixed Use, and Commercial Development and help to define the physical improvements/design details that will support the Town Centre evolving over time to what it aspires to be.

.4 IMPLEMENTATION:

The Plan provides direction on implementation, helping to identify how the Plan vision can be realized and what players need to act in concert to move the Town Centre towards its vision.

3.4 Recommendations

Recommendation No. 1: Town Centre Objectives and Policies

It is a recommendation of this Plan that a new Town Centre section be introduced into the Electoral Area “D-2” Official Community Plan (OCP) Bylaw No. 2603, 2013, that could read as follows:

12.0 Town Centre

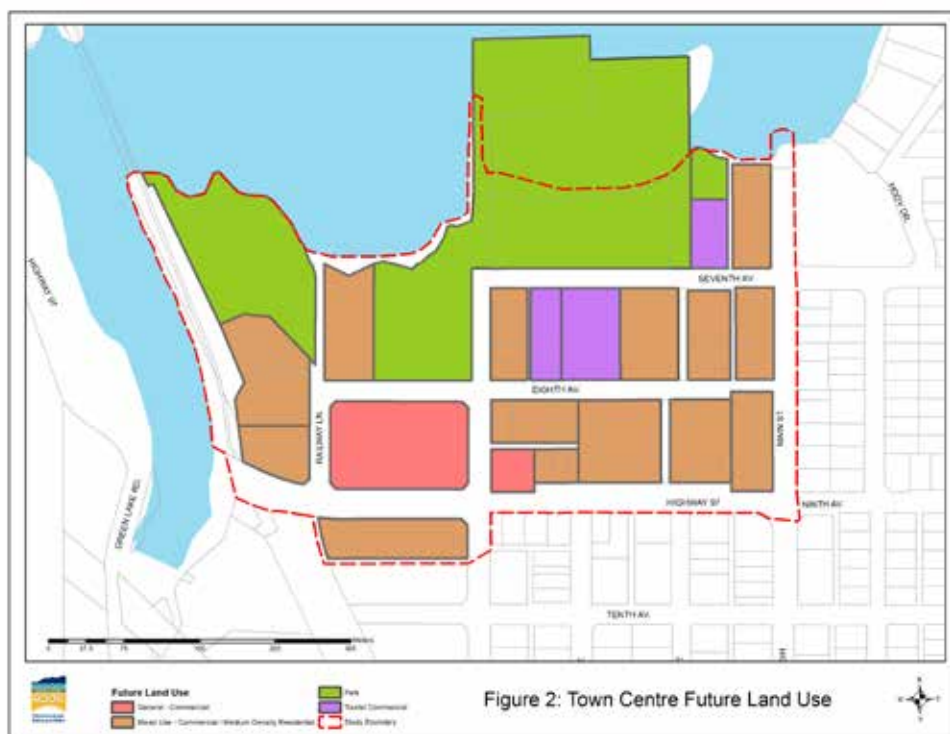
The Okanagan Falls Town Centre is a relatively diverse, mixed-use area that is valued by residents and serves as an important business, service and recreational area. It accommodates a range of commercial and institutional uses as well as some residential uses within the broader commercial area of Okanagan Falls found adjacent Highway 97.

The Town Centre area includes Seventh and Eighth Avenues between between Skaha Lake to the north and Highway 97 to the south and is bounded by the Okanagan River bridge to the west and Main Street to the east. The area includes a significant number of underutilized properties, including vacant parcels along Highway 97.

Okanagan Falls is designated as a Primary Growth Area under the South Okanagan Regional Growth Strategy Bylaw and is the only urban town centre in Electoral Area “D-2”. The Town Centre reinforces that commitment by focusing medium density residential growth in the Town Centre area. Encouraging residential growth in the Okanagan Falls Town Centre will promote a more compact urban form and a more complete community. It will also increase support for local businesses in the Town Centre.

Commercial services are key components of a more sustainable, complete Town Centre and residents have expressed a strong desire for an increase in the amount and diversity of shopping, dining, entertainment, and employment opportunities in the Okanagan Falls Town Centre area. There is also a desire for a more attractive, safe and walkable Town Centre. At the same time, there is a limited market for local commercial services.

To meet these objectives, the Town Centre designation includes a strong emphasis on encouraging commercial, tourist commercial, mixed-use commercial, and medium density residential development north of Highway 97 (as shown on Figure 2: Future Land Use). The Town Centre area has sufficient capacity to accommodate a sustained growth rate for the next 20 years and supports up to 300+ additional medium density residential units.



12.1 Objectives - General

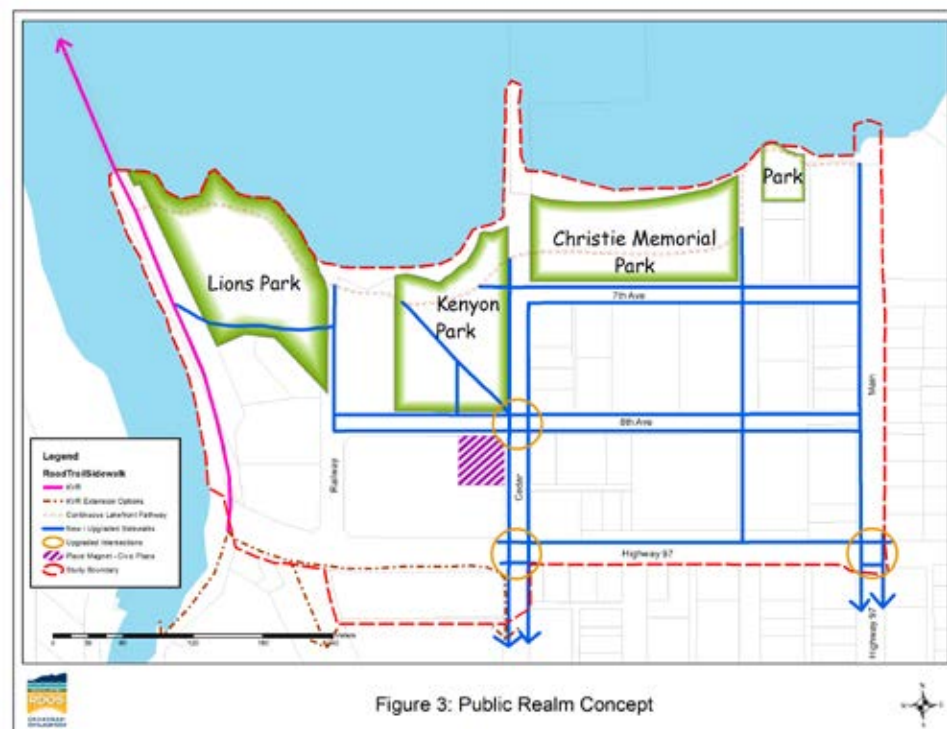
- .1 To encourage a wide range of residential development in Okanagan Falls Town Centre.
- .2 To recognize Okanagan Falls Town Centre as the centre for commercial development, and to support economic development activities, revitalization efforts, and design guidelines that promote a lively and harmonious built environment.
- .3 To respond to local residents' desire for an increase in the amount and diversity of shopping, dining, entertainment and employment opportunities in the Town Centre.
- .4 To create an attractive and more walkable Okanagan Falls Town Centre community.
- .5 To optimize opportunities to attract visitors to the Town Centre.

12.2 Policies – General

The Regional Board:

- .1 Supports reorienting the Town Centre away from Highway 97 and towards the lakefront, to take full advantage of this underutilized natural asset.

- .2 Supports new development being oriented on the north-south axis rather than the east-west axis, to maximise views and physical access towards the lake.
- .3 Supports a focus on medium density housing and mixed-use development in the Town Centre while recognizing existing residential and commercial development areas outside the Town Centre.
- .4 Supports development of a proposed main attractor (the 'Place Magnet', with proposed location shown on Figure 3: Public Realm Concept) that will help create a distinctive sense of place and identity for the Town Centre, and attract locals and visitors to the area.



12.3 Objectives - Medium Density Residential

- .1 To encourage a range of residential dwelling types (including affordable units) and sizes in the Okanagan Falls Town Centre Plan area in order to accommodate and attract people of different socio-economic groups, ages and lifestyles.
- .2 To encourage Medium Density Residential developments in the Town Centre area.
- .3 To maintain, increase and enhance public views towards, and public access to, the lakefront.
- .4 To require quality subdivision design, site development, building design,

landscaping and public realm/streetscape design for all residential developments in the Town Centre Plan area.

12.4 Policies - Medium Density Residential

The Regional Board:

- .1 Generally supports Medium Density Residential such as triplex, fourplex, townhouse and multi-family dwelling units in the "Mixed-Use Commercial / Medium Density Residential" lands identified in Figure 2 Future Land Use.
- .2 Encourages Medium Density Residential development to be directed into the Town Centre Plan area.
- .3 May support residential densities higher than 75 units per hectare where a high standard of architectural design and public amenity is proposed.
- .4 Supports the establishment of objectives for the form and character of commercial and medium density residential development through the designation of an Okanagan Falls Town Centre Development Permit Area in order to promote a well-designed and harmonious built environment.
- .5 Encourages the following types of special needs housing:
 - a) seniors housing;
 - b) group homes;
 - c) affordable housing; and
 - d) community care housing.

12.5 Objectives - Commercial (General, Tourist & Mixed-Use)

1. To create a resilient and diverse commercial base in the Town Centre that attracts investment, expands and enhances economic partnerships, and supports a long-term commitment to sustainable economic development.
2. To ensure that commercial developments in the Town Centre contribute to a unique sense of place and identity, and are sited, scaled and designed to enhance and complement the existing natural setting and views towards the lake.
3. To attract and retain an appropriate range of general commercial uses in the Okanagan Falls Town Centre to meet the needs of local residents.
4. To attract and retain an appropriate range of tourist commercial uses in the Okanagan Falls Town Centre to encourage more tourists to stop in and explore the Town Centre and lakefront.

12.6 Policies - Commercial (General, Tourist & Mixed-Use)

The Regional Board:

-
- .1 Supports a range of commercial uses on the lands designated in this Town Centre Plan that support a vibrant Town Centre and tourist sector.
 - .2 Encourages, but does not mandate or require, ground floor commercial uses on the lands designated "Mixed-Use Commercial/ Medium Density Residential" in this Town Centre Plan (Figure 2 Future Land Use Map).
 - .3 Supports focusing initial commercial revitalization efforts on the site designated as the future 'Place Magnet' as shown on Figure 3: Public Realm Concept, to attract visitors and passing tourists into the Town Centre, and to encourage new investment.
 - .4 Designates the Okanagan Falls Town Centre area as a Town Centre Development Permit Area (DPA) and affirms that the associated DPA design guidelines shall be applied to all new commercial and mixed use development in this area in order to promote a well-designed and harmonious built environment, and to protect public views and access to the lakefront.
 - .5 Supports re-zoning land to Tourism Commercial in those locations specified as such in the Town Centre Plan (Figure 2: Future Land Use), provided all such new development shall be subject to the DPA design guidelines for new commercial development in this area.

12.7 Transportation - Objectives

- .1 To provide continuous public access along the Skaha Lake waterfront.
- .2 To improve access to, from, and across Highway 97 to the waterfront.
- .3 To develop a travel network that reduces walking distances and increases circulation options.
- .4 To provide a pedestrian-oriented street network.
- .5 To accommodate parking to support travel to the Town Centre.

12.8 Transportation - Policies

The Regional Board:

- .1 Encourages developers to upgrade the road network in the Town Centre as per the following street cross sections:

Table 23: Okanagan Falls Street Classification

	Local Street	Greenway Street	Lakeside Main Street
Travel Lane	3.2m	3.2m	3.2m
On-Street Parking	Parallel (2.5m), Both sides	Parallel (2.5m), Both sides	Angled (5.8m), South side only
Sidewalks	1.8m, Both sides	Pathway (2.5m), Sidewalk (1.8m)	Pathway (3.0m), Sidewalk (1.8m)

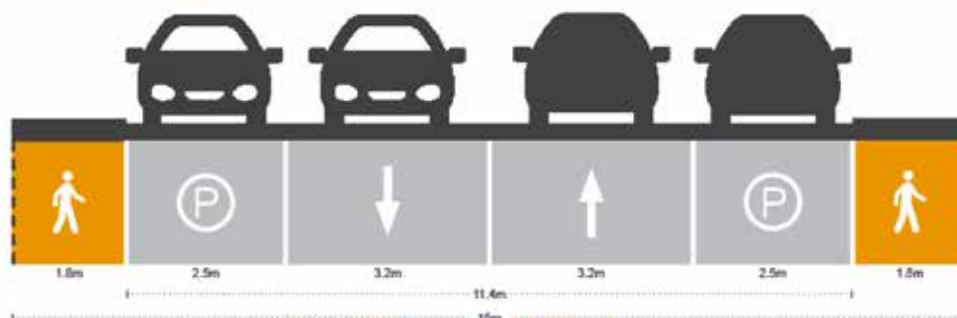


Figure 17: Local Street Cross-Section

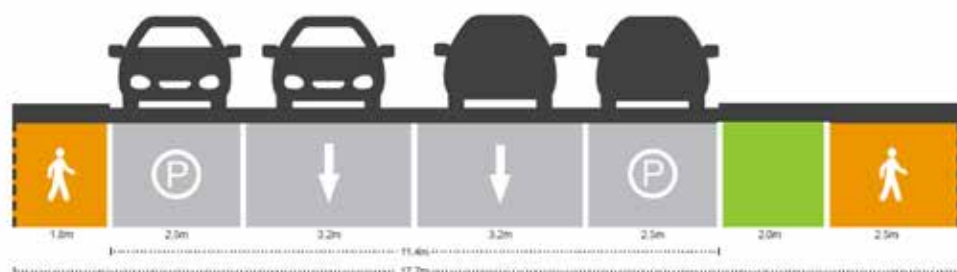


Figure 18: Greenway Street Cross-Section

*Boulevard/Swale widths can vary between 2 to 2.5m

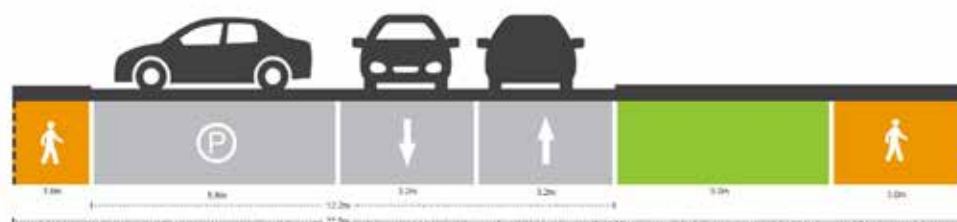


Figure 19: Lakeside Main Street Cross-Section

*Boulevard width can vary between 0 to 5 to 10 m

Recommendation No. 2: Town Centre Map Designation

It is a recommendation of this Plan that a new Town Centre (TC) designation be applied to those properties shown on Figure 4 of this report under Schedule 'B' (Official Community Plan Map) of the Electoral Area "D-2" Official Community Plan (OCP) Bylaw No. 2603, 2013.

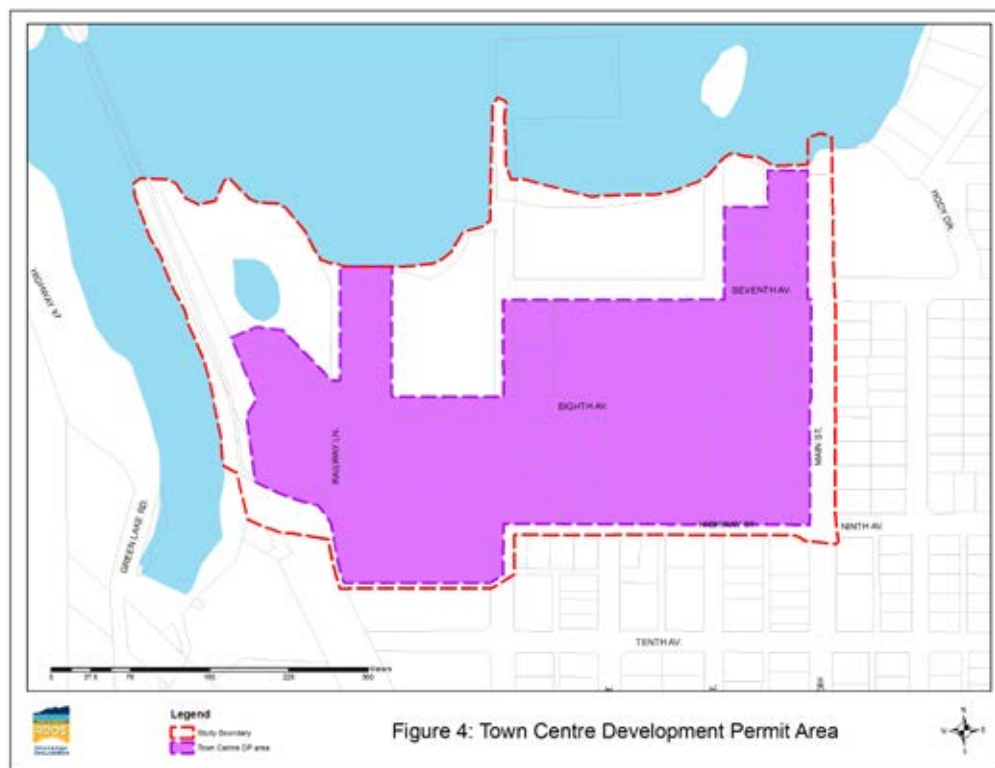
Recommendation No. 3: Town Centre Development Permit Area

Okanagan Falls Town Centre is designated as the primary growth area in Electoral Area "D-2", and it is the only urban town centre in the electoral area. As such, this area requires its own Development Permit Area, in order to ensure that the design of new developments in the Town Centre is consistent with the goals, objectives and policies for the area. The following design guidelines for this Development Permit Area are intended to ensure the desired form and character of new development in the Town Centre is consistent, of high-quality design, and respects the local context.

The design guidelines also support and encourage new medium density residential uses in the Town Centre. They also are intended to support the emergence of a more pedestrian-friendly environment, in which the Town Centre is oriented to the north of Highway 97 and optimizes public access to and views of the Lake Skaha waterfront.

These guidelines are intended to be sufficiently flexible to encourage the range of land uses envisaged for the Town Centre, as noted in Figure 2: Future Land Use Map.

It is a recommendation of this Plan that a new Okanagan Falls Town Centre Development Permit be applied to those properties shown on Figure 4: Town Centre Development Permit Area of this report under Schedule 'E' (Form and Character Development Permit Areas) of the Electoral Area "D-2" Official Community Plan (OCP) Bylaw No. 2603, 2013, that could read as follows:



23.8 Okanagan Falls Town Centre Development Permit Area

23.8.1 Category

The Okanagan Falls Town Centre Development Permit Area is designated under Section 488(1)(f) of the *Local Government Act*, for the establishment of objectives for the form and character of commercial and multi-family development.

23.8.2 Area

The areas designated within the Okanagan Falls Town Centre Development Permit Area are shown on Schedule 'E' (Form and Character Development Permit Areas).

23.8.3 Justification

The intent of this DPA area is to ensure consistent, high-quality design for all new developments in the Town Centre that respects the local context, supports the creation of a more pedestrian-friendly Town Centre, and optimizes views of and access to the lakefront.

23.8.4 Background

The Okanagan Falls Town Centre Plan has emerged through a multi-phased planning and community engagement process. The RDOS engaged with the local community to identify issues and opportunities in the Town Centre, and to develop a shared vision for the future Town Centre. This vision included land use considerations, public realm enhancements, and transportation recommendations.

The objective of the RDOS in undertaking this planning process was to help reverse the economic fortunes of Okanagan Falls Town Centre through development of a Town Centre Plan that outlines a land use plan, strategic public and private investments and partnerships, positive streetscape improvements and quality urban design that together will provide a distinctive sense of place and help guide the Town Centre towards becoming a more attractive, economically viable place to live, work, shop and recreate, for both local residents and visitors.

23.8.5 Development requiring a permit

A development permit is required, except where exempt under Section 23.8.7 (Exemptions), for the construction of, addition to or alteration of a building or other structure on lands within the Okanagan Falls Town Centre Development Permit Area.

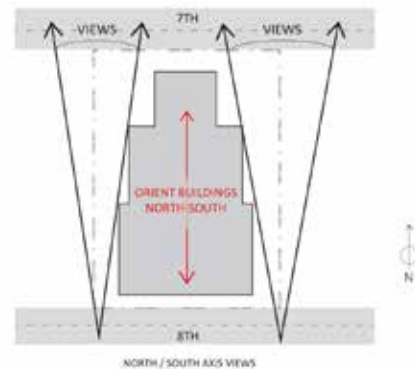
23.8.6 Guidelines

A Development Permit is required for all development within an Okanagan Falls

Town Centre Development Permit Area, and shall be in accordance with the following guidelines:

1. General Guidelines (for all building types)

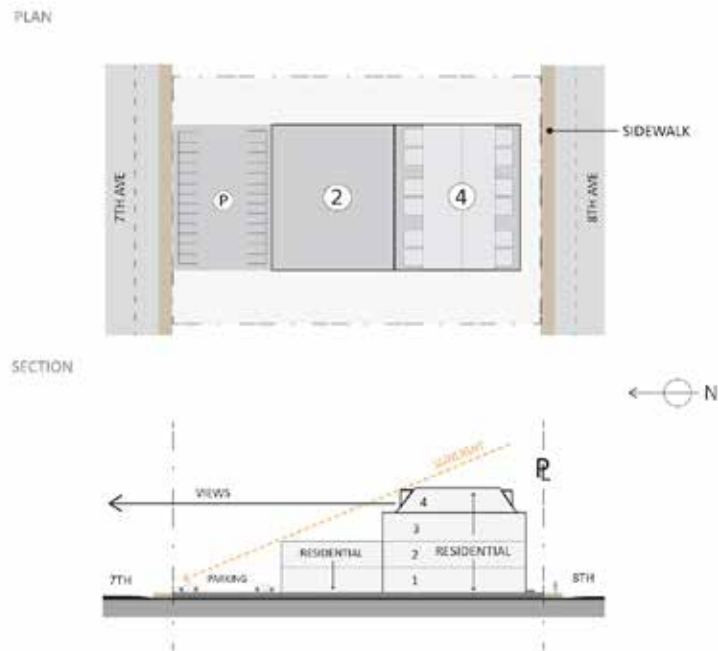
- a) Facade cladding materials such as vinyl siding, asphalt shingles, cultured stone, etc., are strongly discouraged.
- b) Building colours should be softer, muted colours such as beige, khaki, light brown, grey and similar, with smaller accent areas of brighter colours (e.g. around entrances, at key corners, etc.).
- c) Buildings should generally be sited with a north-south orientation and massed to present the slimmer or narrower elevation to the north and south sides wherever possible, in order to optimize sunlight penetration and optimize views and access towards the lake front



- d) Buildings should be designed to an appropriate scale to support and retain the 'urban village' feel of Okanagan Falls Town Centre. This can be achieved by breaking buildings down into smaller massing components to ensure appropriate scales for building elements. This could include such architectural devices as building setbacks above the ground floor; clear articulation of long frontages into multiple smaller bays; changes in cladding material; the use of architectural elements such as bay windows, recesses, pilasters, gables, dormers, balconies, etc.



- e) Buildings should generally terrace down in height towards the north (Skaha lakefront) to optimize views towards the lake and sunlight penetration.



2. Built Form for Commercial Buildings

- a) New commercial buildings should have a pedestrian-oriented ground floor treatment, with a high level of transparency between the sidewalk and commercial/retail interiors, orienting windows to the sidewalk, varying building facades to create smaller scale retail store bays, recessed entrances, weather protection, and similar design features.



- b) Retail uses should be oriented towards the adjacent public sidewalk or, in the case of the 'Place Magnet' site, towards the Civic Plaza.

CIVIC PLAZA





- c) All buildings with retail use at grade should include weather protection canopies and/or awnings.



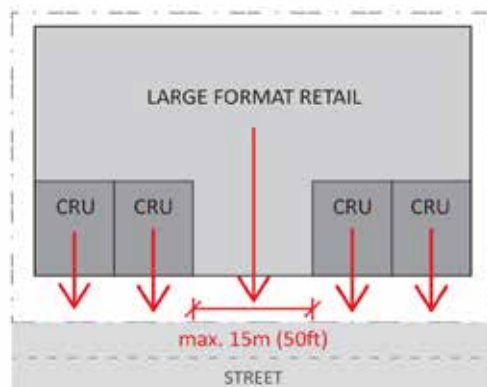
- d) Store entrances should be recessed to provide an area that is covered and inviting to passersby.
- e) All ground floor commercial space should have a minimum floor-to-floor height of 4.5 metres to accommodate a wide range of retail/service uses and provide a generous scale for these uses.
- f) New commercial and/or mixed-use buildings should help to define the public realm with strong 'streetwall' edges that form a consistent setback along the street, or in the case of the 'Place Magnet', frame the Civic Plaza on at least two sides.



- g) Commercial building street frontages should be divided into small-scale, individually expressed storefronts, with a preferred individual store frontage width of 7.6 metres and a maximum individual store frontage width of 15.0 metres.



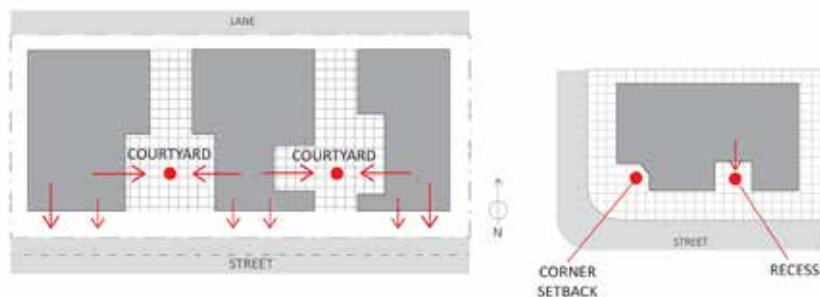
- h) Where a single, larger format commercial use exceeds a frontage width of 15.0 metres, the principal street frontage should be lined with smaller individual commercial retail units (CRUs) that screen this larger commercial use, with a narrower portion of the main use visible to the street.



- i) Active commercial street level uses are strongly encouraged in the Town Centre. Buildings with commercial retail uses at grade should have active, visible uses along the street, and a high degree of permeability. Use of large windows, glazed entryways, roll-up and/or foldaway doors and similar elements to facilitate visibility between the sidewalk and the interior of the building, are encouraged. Blank facades and visible blank sidewalls should be avoided and are strongly discouraged.



- j) Longer building facades should be designed in a way that breaks down the facade massing to create the visual impression of smaller commercial units, by using recesses, courtyards, corner setbacks, and so on.



- k) Commercial and mixed-use building signage, pedestrian lighting and weather protection should be integrated into the building design from the outset, and not be treated as add-ons.



- l) Mixed-use buildings with commercial uses at grade and residential above are encouraged to step back the upper floors a minimum of 2.0 metres above the ground floor.



- m) On corner sites, buildings should have street-facing facades on both streets. Active retail frontages should be oriented towards both streets.
- n) On corner sites, commercial buildings should be designed to have prominent entrances that are oriented either to the corner itself or to the north-south street (e.g. Cedar Street, Main Street).



- o) Encourage built form massing that announces and celebrates key visible corners, through the use of such architectural elements as curved corners, recessed corner plazas, bay windows, taller building elements at the corner, etc.

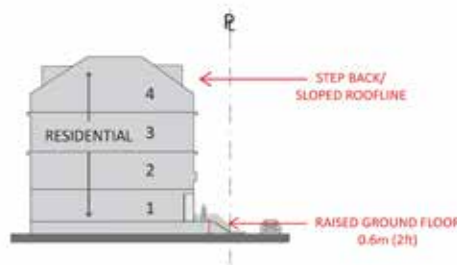


3. Built Form for Residential Buildings

- a) The building form and façades of medium density residential buildings should be articulated with variations in massing, materials and detailing to reduce the impacts of building scale on the surrounding area. The use of residential design elements such as front porches, verandas, raised front stairs, window and door detailing, sloped and varied roof lines are encouraged, to provide interest and a finer scale while blending into the existing area.



- b) The ground floor of all medium density residential buildings should be raised a minimum of 0.6 m above adjacent grade to create a clear separation of public and private space, with raised front porches or stoops for all ground floor units.



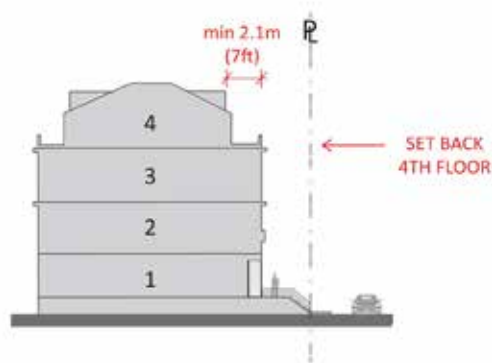
- c) All ground-oriented residential units facing a street should have a street orientation, including individual unit entrances facing the street.



- d) Medium density developments should be sensitive to the existing residential context. The use of residential character elements typically associated with detached homes, such as gables, dormers, balconies, bay windows and varied rooflines, are encouraged. Monotonous, monolithic building forms and rooflines should be avoided.

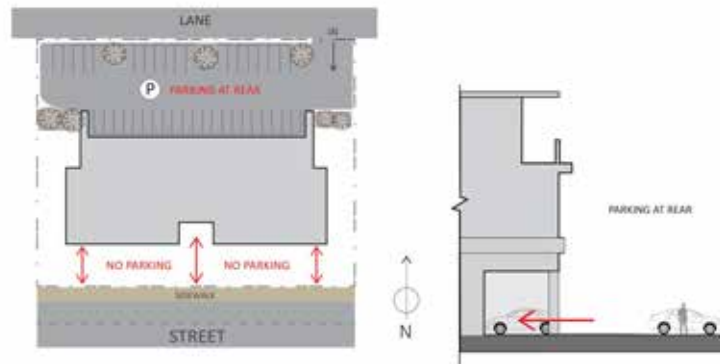


- e) Medium density residential buildings greater than three storeys in height should have the fourth and any higher floors stepped back a minimum of 2.1 metres to reduce the apparent building height and bulk.



4. Access and Parking (for all building types)

- a) New development shall provide safe and efficient vehicle entrances, exits and site circulation.
- b) Sites should be designed to accommodate alternative modes of transportation, with provisions made for such features as pedestrian sidewalks and pathways, bicycle lanes, and bicycle parking racks on the site. Pedestrian routes/networks on a site should link with pedestrian networks off the site.
- c) On-site surface parking should be located to the rear of the building wherever possible. On-site surface parking is not allowed between the front face of a building and the adjacent street.



- d) Large surface parking areas should be broken into smaller sections that are screened and shaded with landscaping. Site distances at parking area aisle intersections must be preserved to ensure safety of vehicles and pedestrians.
- e) Onsite roadways, driveways and parking lots should be designed to allow for access by fire fighting vehicles and equipment.

5. Screening and Landscaping (for all building types)

- a) Sites should be provided with screening in the form of walls, decorative fencing, hedging, planting, other screening materials in the following areas:
 - i) around outdoor storage areas, waste containers, heating and cooling equipment, and other service areas; and
 - ii) between the rear of commercial portions of a building and any adjacent residential area.
- b) All sites should be provided with landscaping:
 - i) between parking areas and roadways; and
 - ii) between adjacent buildings and parking areas.
- c) Landscaping plans prepared by a landscape professional will be required, with landscaping densities as provided in the current Zoning Bylaw.
- d) Landscaping comprised of plant material that is drought tolerant and indigenous is encouraged.
- e) Landscaped areas, and setback areas adjacent to streets and boulevards should be planted with boulevard trees and a combination of shrubs, perennials and groundcover with mulch to conserve water and discourage weed growth.
- f) Landscaped areas should include an underground irrigation system, which should be programmed to maximize efficient water use.
- g) Any existing mature trees or remnant ecosystems that enhance ecological functioning of the urban environment should be incorporated into the site design wherever possible.

23.8.7 Exemptions

A Development Permit is not required under this section for any of the following:

1. Routine building repairs / maintenance including new roof, residing, re-stuccoing, window and door replacement.
2. Internal renovations.
3. Installation of canopies, awnings or signs.
4. Building Code and safety requirements and upgrades such as the installation of fire protection systems, installation of fire exits, construction of ramps for persons with disabilities, etc.

Recommendation No. 4: Town Centre Parks, Recreation and Trails Objectives & Policies

It is a recommendation of this Plan that Section 15.0 (Parks Recreation and Trails) of the Electoral Area "D-2" Official Community Plan (OCP) Bylaw No. 2603, 2013, be amended to include the following policies and objectives:

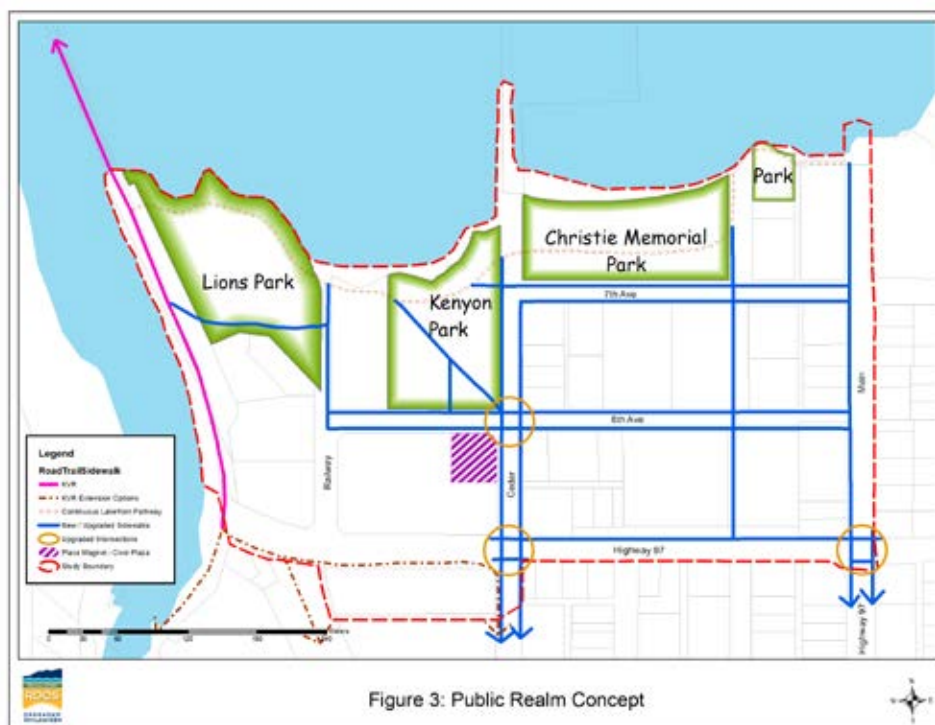
Parks, Recreation and Trails – Town Centre

Parks, trails and recreational facilities are essential components for healthy and active urban communities. Residents of Okanagan Falls Town Centre have access to a range of park and recreational amenities. Skaha Lake beach and waterfront access, Okanagan River waterfront access, waterfront parks, playgrounds and access to the Kettle Valley Railway (KVR) Trail are some of the many features that make Okanagan Falls Town Centre an enjoyable and livable place to live.

This Plan supports the desire amongst local residents to see the existing Town Centre parks, recreation facilities and trails maintained and extended or enhanced. The community has expressed strong support for uninterrupted, continuous public access to the Skaha Lake waterfront between the Okanagan River and Main Street, linking Lions Park, Kenyon Park and Christie Memorial Park. These parks are operated by the Okanagan Falls Parks and Recreation Commission, and this Plan supports the P&RC's parks master planning goals and process.

Objectives

1. To plan and implement a well-integrated and linked system of parks, trails and associated recreational facilities that serve a range of purposes, from active recreation, to passive enjoyment, to education and conservation.
2. To provide continuous, uninterrupted public access linkages to the Skaha Lake waterfront between the Okanagan River and Main Street (as shown in Figure 3: Public Realm Concept).



3. To recognize the importance of the Kettle Valley Railway Trail by supporting programs that enhance or expand its local and regional significance.
4. To support a finer-grained network of pedestrian-friendly routes, greenways and streets that connect the future Town Centre to the surrounding area comfortably, safely and conveniently.
5. To support proposed pedestrian network safety improvements including intersection improvements across Highway 97.

Policies

The Regional Board:

1. Supports the following uses in areas designated as a park (as shown on Figure 3: Public Realm Concept): beaches, lakeside parks, playing fields, passive parks, natural parks, and habitat corridors/areas.
2. May require the dedication of land corridors across development sites where proposed pedestrian routes are identified in this Plan, in accordance with the *Local Government Act*.



3. Will continue to seek public access across privately owned waterfront properties facing Skaha Lake.
4. Will seek a partner(s) to develop a 'Place Magnet' activity node that includes a new civic plaza surrounded by active uses on the site. This development could include uses such as tourist-oriented services, restaurant/café, and a wine centre.



5. Will continue to seek MoTI approval and support for a fully signalized, four-way traffic light at the intersection of Cedar Street and Highway 97 including pedestrian crosswalks, and for new sidewalks and landscaping along Cedar Street, Seventh Avenue, Eighth Avenue and Main Street.
6. Supports extending the Kettle Valley Railway (KVR) walking and cycling trail through the Town Centre.

4.0 Implementation

4.1 Follow-up Studies and Initiatives

The following are follow-up studies and initiatives that have been identified in the Okanagan Falls Town Centre Plan as required actions by the RDOS to implement portions of the Plan:

.1 Official Community Plan Bylaw

The proposed introduction of a new Town Centre (TC) designation to the Electoral Area "D-2" OCP Bylaw will require a review of the existing objectives and policies contained within the Commercial (C) designation that currently applies to the study area.

Similarly, the introduction of a new Okanagan Falls Town Centre Development Permit Area designation may require a review of the existing Okanagan Falls Commercial Development Permit Area designation that currently applies to the study area.

.2 Zoning Bylaw

A review of the Okanagan Falls Town Centre (C4) Zone should be undertaken in order to ensure consistency with the objectives and policies of the Town Centre (TC) designation under the OCP Bylaw (i.e. allow medium density residential development in those areas identified on Figure 2: Future Land Use).

This should also include a review of those lands currently zoned Okanagan Falls Town Centre (C4) outside of the proposed Town Centre (TC) designation and the establishment of an alternate zoning(s).

.3 Public Access Design Guidelines

Preparation of public access design guidelines for foreshore areas along the length of Skaha Lake waterfront in the Town Centre.

.4 Transportation Plan

Finalize the Okanagan Falls Town Centre Plan Transportation Impact Analysis and work with the MoTI to secure its support for the Town Centre Plan.

Consideration of the recommendations contained within Okanagan Falls Town Centre Street Network Plan, Town Centre street cross-sections, and the Walking & Cycling Network Plan should also be undertaken.

.5 Commercial Moorage Facility

Undertake a technical study to determine the feasibility and optimum location of a commercial water vessel moorage facility in Skaha Lake within the Town Centre area.

.6 Place Magnet Project

Work with the proposed property landowner and potential investors/development partners to implement and facilitate the 'Place Magnet' project as proposed in the Okanagan Falls Town Centre Plan.



Okanagan Falls Town Centre Revitalization Plan

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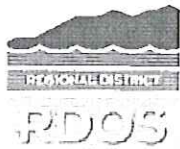
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- * Development Permit Area Guidelines too costly. Do not register these guidelines.
 - * Designing existing lots + proposed buildings to be smaller
 - * Need Plan to get services (sewer, water, power, gas etc) to areas of proposed development or re-development. - (excessive sewer costs is major error)
 - * Walkway thru central part of R.V. Park makes no sense
 - * Existing dedicated lane way by a few yards away & is located between existing property lines
- All written submissions will be considered by the Regional District Board.

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Designing existing lots & proposed buildings to be smaller (expensive view, corridors is a major error)

Need to plan to get services sewer, water, power, gas etc, to areas of proposed development or re-development.

Walkway through central part of R.V. Park makes no sense. Existing dedicated lane way of a few yards away and is located between existing property lines.

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We need people not more retail.

#2 Support more not sure this is a good use of funds

#3 Sugar coating on a bad DREAM

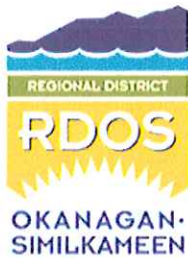
#4 Very poor turnout at the Charrette from a zero plus population

Interesting we have a consultant from Stevenson

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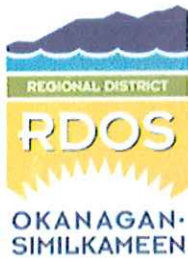
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- Consider mixed-income housing rather than all low-cost housing in any new development to avoid creating "ghettos." Look to Richmond or False Creek for examples
- Establish an agreement with Highways to gain authority to deal locally with issues related to road allowances - eg parking problems, scattered courtyards etc. in order to bring some order to local roads.
- Enforce zoning regulations eg year-round occupancy in RV Park on Seventh Ave across from Christie Park where only 6 mos is permitted.

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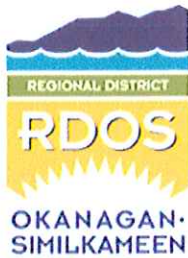
Looks good but spend some time & money clearing up SIDE ROADS - BOULEVARDS to MAKE IT LOOK LIKE WE CARE!

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Please share any further thoughts that you may have about the Plan:

LEAVE EXISTING HOMES ALONE.

DISPLACING 90 OR SO RESIDENTS WHO COULD NOT AFFORD NEW HOMES

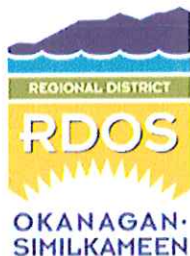
POORLY DONE

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Okanagan Falls Town Centre Revitalization Plan

FEEDBACK FORM

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

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

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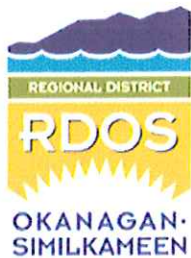
Please share any further thoughts that you may have about the Plan:

I know that this is future plans but
OK Falls is to close to Penticton
to have much development, people
live here because it is what
it is, A nice quite town, we don't
want it any other way.

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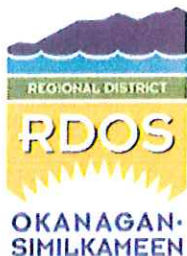
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STUPID PLAN

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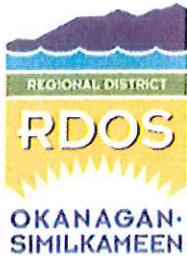
Please share any further thoughts that you may have about the Plan:

- The concept of a Pedestrian walk through is very good. However the design must be such that loitering is discouraged through very high ceilings & excellent lighting. Those on Main St. in Penticton are dirty & smelly & I feel many women would not walk through them.
- The facades of the buildings is critical. They must be controlled to achieve an attractive appearance. I would go so far as to suggest that the whole of Ok Falls be subject to the same control.

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much better! I was pleasantly surprised to see these changes. Good job!

Now we need investors & builders!

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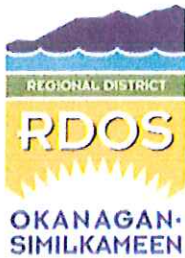
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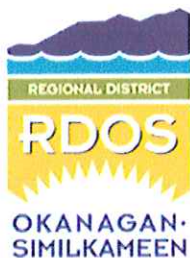
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Anything that encourages more families is great!

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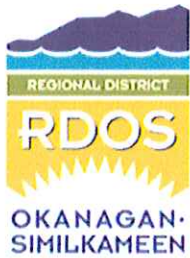
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- police station needed
- sidewalks are great.

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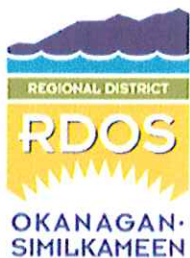
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Please provide us with your thoughts on the Plan:

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☐ Strongly Support
☐ Somewhat Support
☐ Neutral
☒ Somewhat Support
☐ Strongly Opposed
☐ N/A
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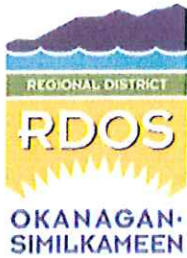
Please share any further thoughts that you may have about the Plan:

need more housing - Ok Falls have several parts
for community events, Do not need Plaza that
will be built above other retail

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Okanagan Falls Town Centre Revitalization Plan

FEEDBACK FORM

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Please share any further thoughts that you may have about the Plan:

Overall very good. — AS AN AFTER THOUGHT YOU MIGHT WANT TO LOOK AT UNUSED COMMERCIAL UNITS ON WEST SIDE OF HWY 97 SOUTH

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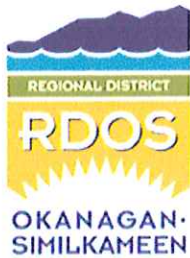
Please share any further thoughts that you may have about the Plan:

We feel that this community requires
affordable housing rather than Retail space.
Consultants from the Stewson Project
don't have a clue - please hire local.
The process has NOT been PUBLIC, very few people
know about this.

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REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Community Services Committee

Thursday, October 19, 2017

9:45 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Community Services Committee Meeting of October 19, 2017 be adopted.

B. Q3 ACTIVITY REPORT – For Information Only [Page 77]

C. COMMUNITY HERITAGE REGISTER – SEE YA LATER RANCH BARN [Page 79]

1. Statement of Significance [Page 80]
2. Supporting Documentation [Page 82]

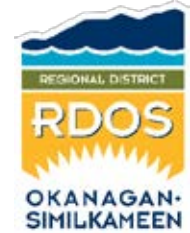
To provide as information on the heritage value of See Ya Later Ranch Barn, for future nomination to the RDOS Community Heritage Register.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the Committee recommend the Board of Directors support the nomination of See Ya Later Ranch Barn for inclusion on the RDOS Community Heritage Register.

D. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Community Services Committee
FROM: B. Newell, Chief Administrative Officer
DATE: October 19, 2017
RE: Third Quarter Activity Report – For Information Only

COMMUNITY SERVICES DEPARTMENT

Parks, Recreation, Heritage, Culture, Transit and Rural Projects

Activities Completed for Q3 2017

Parks, Recreation and Trails

- Completed the KVR trail resurface project from Road 21 to Osoyoos Lake
- Awarded contract for design and installation of the Road 22 KVR trail boardwalk
- Facilitated the Wharf Park - First Street Closure public open house
- Completed Phase 1 of the Heritage Hills Park development plan – grading, seeding
- Completed Canada 150 grant tree installations at Kaleden and Naramata
- Started major irrigation repairs and pump replacement for Kobau Park (Cawston)
- Carried out the Okanagan Falls and Kaleden Spring Recreation Program – over 380 participants
- Awarded Plan H Grant (BC Healthy Communities) for Regional Approach to Recreation (\$98,010)
- Developed a new Fall Recreation Program Guide for Ok Falls, Kaleden, Naramata and West Bench
- Completed the installation and training for the recreation program registration software
- Official Heritage Hills Park opening celebration supported by the Community Foundations grant
- Integrated the Okanagan Falls and Kaleden Parks and Recreation websites to RDOS Content Management Software (CMS)
- Facility rentals for Ok Falls and Kaleden generated over \$11,400 in revenue
- Summer Park maintenance program
- 2018 project planning and budget meetings with Parks and Recreation Commissions
- Worked with School District 67 to establish a School Use agreement with West Bench Elementary

Electoral Area “D” Community Service Office

- Working on initiatives related to Regional Recreation Approach
- Operated Visitor Centre (May 15 – Oct. 15) and assisted with greeting tourists
- Assist Heritage Hills with Community Gaming – Capital Grant for park development

Transit, Heritage and Culture

- Continued engagement with Town of Princeton regarding RDOS contribution agreements to Princeton transit service
- Presented transit expansion MOU for spare bus for Board endorsement
- Implemented 2017 expansion of Friday service between Osoyoos and Penticton
- Completed transit infrastructure survey
- Continued research and development of Statements of Significance for heritage sites in Areas “B”, “D”, “F”, and “G”
- Presented Grace Hedley Church for successful nomination to the Community Heritage Register

-
- Assisted Osoyoos Museum Society with supporting documentation towards grant application
 - Submitted improved Fairview Heritage Townsite Society Site Management Plan to FLNRO, towards completion of License of Occupation application

Planned Activities for Q4 2017

Parks, Recreation and Trails

- Commence construction of KVR trail Boardwalk at Rd 22
- Complete pump replacement and irrigation repairs at Kobau Park (Cawston)
- Install bench concrete pads at Osoyoos Lake Park
- Online Public Consultation for Wharf Park First Street road closure Naramata
- Finalize Creek Park land acquisition, commence subdivision and re-zoning application (Naramata)
- Similkameen Rail-Trail along Hwy 97 – Keremeos and Cawston
- Install 'Aster' interpretive signage in Christie Memorial Park in accordance with FLNRO agreement
- Continue with the KVR/Okanagan River Channel trail development planning for Areas A&C
- Coordinate 'Sing for your Life' in partnership with the United Church (Okanagan Falls)
- Create a Regional Recreation website and post Regional Recreation Storybook and newsletters
- Develop recreation guide for Winter Recreation Ok Falls and Kaleden programs
- Coordinate the Fall Special events and programs in Ok Falls and Kaleden

Rural Projects

- Present a draft donation policy to Board
- Continue discussions with Princeton on the Area "H" Recreation Contribution Agreement

Area "D" Community Service Office

- Assist with Regional Recreation facility mapping and creation of a GIS Storybook
- Form Task Force for Regional Approach to Recreation
- Award contract for an engineered feasibility study for McLean Creek pedestrian pathway

Transit, Heritage and Culture

- Complete the sub-license agreement between Granite Creek Preservation Society and RDOS
- Design interpretive signage for Granite Creek Townsite and Cemetery
- Continue updating Community Heritage Register to coincide with BC Registry of Historic Places
- Confirm terms of collaboration agreement with the South Okanagan Naturalists Club towards development of natural heritage aspect of the Heritage program
- Present See Ya Later Ranch Barn to Committee for future nomination to the Community Heritage Register

Respectfully submitted:



M. Woods, Manager of Community Services

ADMINISTRATIVE REPORT

TO: Community Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Community Heritage Register – See Ya Later Ranch Barn

Administrative Recommendation:

THAT the Committee recommend the Board support the nomination of See Ya Later Ranch Barn for inclusion on the RDOS Community Heritage Register.

Purpose:

To provide as information the Statement of Significance of See Ya Later Ranch Barn, for future nomination to the RDOS Community Heritage Register.

Reference:

- Statement of Significance for See Ya Later Ranch Barn
- Supporting Documentation

Business Plan Objective: KSD #3 Goal 3.1: To Develop a Socially Sustainable Community

Overview:

The 2015 RDOS Heritage Strategic Plan outlined the objectives of the Regional Heritage Program to increase recognition and awareness of heritage sites and support community groups in their ongoing heritage conservation activities.

Staff are holding heritage workshops in which community members identify potential heritage sites while articulating their heritage value. Once a statement of significance is complete with supporting documentation, the nomination is then forwarded for Board consideration on whether to include the site within the RDOS Community Heritage Register.

As an outcome of a heritage workshop held at the Grist Mill in April of 2017, See Ya Later Ranch Barn was selected for nomination to the Community Heritage Register. Aesthetic and social heritage values have been associated with the site, as outlined in the attached Statement of Significance.

Respectfully submitted:

Candice Gartner

C. Gartner, Rural Projects Coordinator

STATEMENT OF SIGNIFICANCE

See Ya Later Ranch Barn

DESCRIPTION OF HISTORIC PLACE

The See Ya Later Ranch barn, located at 2563 Green Lake Road, Okanagan Falls, was built c1932 for Hugh Fraser as part of general farming operations on what was, essentially, a mixed farming site that included cattle, horses and other livestock, and a small orchard. Beginning in the early 1960s, that farming complex began to include commercial scale grape growing and later, wine making. While the barn was a valuable farm asset, there is some indication that Fraser also had the barn built to help provide work for local neighbours in the early years of the Great Depression. Part of the site's photographic record indicates that there was, in fact, a barn on this site as early as 1918.

While the ranchland was originally purchased from Sam and George Hawthorne in 1921, Major Hugh Fraser had the longest tenure on the See Ya Later Ranch. Over those decades and until his death in 1970, Fraser enlivened the social setting in the south Okanagan through his involvement in and/or support of the Penticton Museum, the SPCA, golf, the Red Cross, and other community groups. In addition, the ranch itself was seen locally as a social

hub where Fraser hosted gatherings, visiting dignitaries, and royalty – including King George VI and his entourage in 1939. Other visitors included Lord and Lady Bessborough and the Earl and Countess of Stafford.

The building itself, measuring roughly 7.3m X 17.7m, is oriented squarely north/south, and is a valuable example of a vernacular barn commonly found across many pioneer farming settings. Over its years of use, the building appears to have changed little. Outwardly, it retains the two shed dormer windows built into the lower pitch of the east-facing roof. Interestingly, there are eight windows on the west wall of the barn and only seven windows on the darker east (upslope) wall. The two cupola vents on the apex of the roofline also remain intact. Internally, both the main floor and the upper full loft are open, though the main floor does have eight posts supporting the loft's joist system. A number of these posts have been moved or altered over the years to accommodate the changing needs of the ranch or winery operations.



CHARACTER-DEFINING ELEMENTS

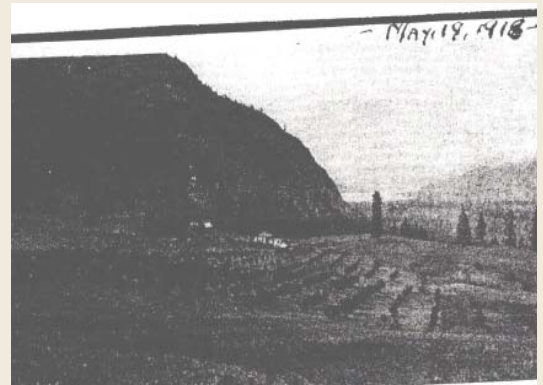
- Iconic gambrel roof;
- Vernacular two story barn building;
- Situated within original farmstead;
- Original hay-moving equipment onsite;
- Many original building features, including windows, sliding access doors, and mill work;
- Association of site with prominent pioneer family of Major Hugh Fraser; and
- Retains association with ranch's farm house located to the east.

HERITAGE VALUES

The See Ya Later Ranch Barn holds aesthetic value for its unique architectural features, characteristic of many pioneer farm structures of its time. Much of the building remains in its original form, having undergone limited renovations. The barn also imbues social values of the previous owner, Hugh Fraser, evident in his contributions to the community, and the barn having served as a hub of social activity.

SUPPORTING DOCUMENTATION

1. No date, History of Major Hugh Fraser and See Ya Later Ranch
2. 1914, Attestation Paper of Hugh Fraser
3. No date: Major Hugh Fraser Back From Overseas: Treated Well in Two German Camps, Poorly in Others.
4. No date, Was 23 Months in German Camps: Captain H.M. Fraser Repatriated; Now in Holland
5. 1918, Personal note written by King George V to Major Hugh Fraser.
6. Year Unknown Story of Okanagan Falls: Horse and Cattle Brands in the Okanagan Falls District
7. Marriage Invitation of Lillian Phyllis Williams and Mr. Hugh Neil Fraser
8. Photo of King George VI and Queen Elizabeth, (and possibly) Lord and Lady Bessborough served as Governor General of Canada 1931-1935.
9. 1940, January 25. J.B.Fraser Leaves Estate \$2,935,869 the Ottawa Journal.
10. 1940, January 27. Even Legacy of \$1,361,000 No Inducement to Marry. Boston Herald, Boston, Massachusetts.
11. 1961, April 17. Grower's Agreement between Andre's Wines Ltd. and A.K.W. Fraser, Okanagan Falls, B.C.
12. 1970, October 14. Maj.Hugh Fraser Rites On Friday. Source Unkown, Vol. LIX. - No. 239.
13. 1995, Winery License, Le Comte Estate Winery Ltd. Ministry of Attorney General, Province of British Columbia.



History of Major Hugh Fraser and See Ya Later Ranch

Oct 30, 1885	Hugh Fraser born in Montreal. Father was JB Fraser. Mother was Beatrice Curran.
1901	Hugh attended Ashbury College, located in the Rockcliffe area of Ottawa.
1911	Hugh was a bookkeeper in a lumber office in Ottawa.
Sept 23, 1914	Clerk for Toronto General Truck Company. Hugh's grandfather was the founder. Member of the Governor General's Foot Guard when enlisted at Valcartier. Departed for England as a Lieutenant.
1915	While in France, Hugh was promoted to Captain under Brigadier General Victor Williams.
June 2, 1916	At Sanctuary Wood, was captured by a surprise attack.
1916 to 1918	Was in 4 POW camps – Crefeld, Gutersloh, Shwarmsted, and Holzminden.
May, 1918	Captain Fraser was moved to Holland under the Hague Agreement. The Swiss Red Cross organized a prisoner exchange. He was released shortly before armistice November 11, 1918.
Nov 18, 1918	Captain Fraser was repatriated. Returned to England where he was promoted to Major. Received a letter from King George thanking him for his service.
Jan 25, 1919	Returned home from Liverpool. Arrived in Ottawa on Jan 28, 1919.
1919	Major Fraser received an invitation from C.C. (Carroll) Aikins to attend a production in Penticton of Oliphant Down's "Maker of Dreams". Proceeds went to the Red Cross.
Oct, 1919	Visited Flanagan – Penticton.
May, 1920	Visited Darcy Latimer – Penticton.
Jan 14 to Mar 29, 1921	Major Fraser visited Liverpool, England. When he returned it was to Ottawa.
1921	Purchased the property from Sam and George Hawthorne.
June 1, 1921	Hugh's residence was Okanagan Falls, BC. Occupation was fruit farmer/rancher.
Sept 27, 1922	Travelled to Ottawa.
Oct 14, 1922	Major Fraser wed Lillian Phyllis Williams, daughter of General Victor Williams in a full military wedding.

Oct 18, 1922 Honeymoon – Niagara Falls.

Oct 21, 1922 The couple travelled to Londonderry, Ireland.

Dec 13, 1922 Travelled to Edinburgh, Scotland, Paris, the French Riviera, and the Italian Riviera.

Jan 26, 1923 The couple arrived in Saint John, New Brunswick. Destination was home to Penticton.

1923 Earl & Countess of Stafford, and Ladies Elizabeth & Mary stayed at the ranch.

Feb 21, 1924 Phyllis departed for a holiday to Sherwood Hall, England, and returned to Toronto (the address of her father).

July 23, 1925 Phyllis departed from Montreal and arrived in England.

Dec 11, 1926 Phyllis returned from Liverpool to Toronto.

Dec 15, 1926 Hugh travelled to Liverpool.

Feb 24, 1927 Major Fraser returned to Okanagan Falls a single man.

July 28, 1927 Phyllis marries Perry Clarence Fauquier Arnoldi. He was a member of the Royal Dragoons under General Victor Williams.

At some point, Phyllis, along with her two sons, travelled to England. They returned Sept 3, 1938. Phyllis divorced Arnoldi in 1938.

1930 Summerland. Hugh established 60 bee apiaries at Summerland Experimental Station.

Apr 14, 1930 Arthur Worth, aged 14 arrives at Halifax. Destination was Dominion Experimental Farm in Agassiz-Harrison (one of 5 farming stations in Canada) to demonstrate innovative farming methods.

1932 Lord & Lady Bessborough visited Major Fraser.

Aug 4, 1933 After his mother's death, Hugh received \$12,188.00 plus jewelry worth \$3,590.00. Dedicated two stained glass windows and the organ to the United Church in OK Falls, in memory of his mother.

Oct, 1935 Arthur Kenneth Worth's name is changed from Worth to Fraser.

1935 to 1940 Arthur (Bill) is farm manager in OK Falls.

1939 King George VI and Queen Elizabeth visited the Ranch.

1940 Major Fraser's father passes away. Provision in the will indicates that Hugh must marry in order to inherit \$1.3 million.

- 1949 Bill travelled to California (UC Davis) and to Summerland Experimental Station to gather information on grape growers.
- 1961 AKW Fraser plants grapes at SYL.
- 1961 Agreement with Andres Wines.
- 1970 Major Hugh Fraser died at the age of 85 in Penticton.
- 1972 AKW Fraser lived in West Vancouver. SYL Vineyards were managed by George Wilson Tubbs.
- 1974 SYL Vineyards have new owners – Al and Lee Florko.
- 1978 Wine award (silver) for “Chelois” – 1975 vintage at the International Wine & Spirit Competition in Bristol, England.
- 1983 Albert & Dixie Lecomte purchase SYL Vineyards.
- 1986 Production is on-site.
- 1995 Renamed Hawthorne Mountain Vineyard under Harry McWatters. Replanting takes place with vitis vinifera.

ATTESTATION PAPER.

No.

Folio.

CANADIAN OVER-SEAS EXPEDITIONARY FORCE.

QUESTIONS TO BE PUT BEFORE ATTESTATION.

(ANSWERS)

1. What is your name? *Hugh H. Fraser*
2. In what Town, Township or Parish, and in what Country were you born? *Montreal Que*
3. What is the name of your next-of-kin? *John B. Fraser*
4. What is the address of your next-of-kin? *Post Office 30 Cooper St*
5. What is the date of your birth? *October 30th 1885 Ottawa*
6. What is your Trade or Calling? *Clerk*
7. Are you married? *No*
8. Are you willing to be vaccinated or re-vaccinated? *Yes*
9. Do you now belong to the Active Militia? *Yes 4 Years 6.5.3.4*
10. Have you ever served in any Military Forces? *No*
If so, state particulars of former service.
11. Do you understand the nature and terms of your engagement? *Yes*
12. Are you willing to be attested to serve in the CANADIAN OVER-SEAS EXPEDITIONARY FORCE? *Yes*

Hugh H. Fraser (Signature of Man).
Howard (Signature of Witness).

DECLARATION TO BE MADE BY MAN ON ATTESTATION.

I, *H. Fraser*, do solemnly declare that the above answers made by me to the above questions are true, and that I am willing to fulfil the engagements by me now made, and I hereby engage and agree to serve in the Canadian Over-Seas Expeditionary Force, and to be attached to any arm of the service therein, for the term of one year, or during the war now existing between Great Britain and Germany should that war last longer than one year, and for six months after the termination of that war provided His Majesty should so long require my services, or until legally discharged.

Date *Sept 23* 1914. *Hugh H. Fraser* (Signature of Recruit).
Howard (Signature of Witness).

OATH TO BE TAKEN BY MAN ON ATTESTATION.

I, *H. Fraser*, do make Oath, that I will be faithful and bear true Allegiance to His Majesty King George the Fifth, His Heirs and Successors, and that I will as in duty bound honestly and faithfully defend His Majesty, His Heirs and Successors, in Person, Crown and Dignity, against all enemies, and will observe and obey all orders of His Majesty, His Heirs and Successors, and of all the Generals and Officers set over me. So help me God.

Date *Sept 23* 1914. *Hugh H. Fraser* (Signature of Recruit).
Howard (Signature of Witness).

CERTIFICATE OF MAGISTRATE.

The Recruit above-named was cautioned by me that if he made any false answer to any of the above questions he would be liable to be punished as provided in the Army Act.

The above questions were then read to the Recruit in my presence.

I have taken care that he understands each question, and that his answer to each question has been duly entered as replied to, and the said Recruit has made and signed the declaration and taken the oath before me, at *Valcartier, 22nd September* this day of *Sept* 1914.

Ed Keel (Signature of Justice)

I certify that the above is a true copy of the Attestation of the above-named Recruit.

Fraser (Approving Officer)

MAJOR HUGH FRASER BACK FROM OVERSEAS

Treated Well in Two German Camps, Poorly in Others.

Major Hugh Fraser, son of Mr. and Mrs. J. B. Fraser, 30 Cooper street, arrived home Tuesday night, having been overseas since the first Canadian contingent landed in England.

Major Fraser has an interesting war record. He went to France in 1915 with the Second Battalion, and after a lot of service with that unit was promoted to a staff position with the 8th Brigade. While in the front line trenches at Sanctuary Wood, on June 2, 1916, Captain Fraser was made a prisoner, the occasion being the heavy German surprise attack on that position. Two years of imprisonment in Germany followed. Captain Fraser—who was made a Major after his return to England—was confined by turns in four different German camps: Lüttersloh, Crefeld, Schuarmeter and Holzminden. In the first two named camps his treatment was excellent. In the last two it was extremely bad, everything possible being done to make his life unpleasant.

Major Fraser was released under the League arrangement providing for the exchange of prisoners held longer than eighteen months, and reached Holland in May.







BUCKINGHAM PALACE.

1918.




















The Queen & I wish
you God-speed, a
safe return to the
happiness & joy of home
life with an early
restoration to health.

A grateful Mother
Country thanks you
for faithful services.

George R. I.

Val Haynes'  brand is probably the oldest registered brand in the Okanagan. Tweddle's  and the Richter  brand for cattle and  for horses are well known old brands in the southern interior.

LIST OF REGISTERED BRANDS AT OKANAGAN FALLS

Rancher	Brand	Location on Animal
R. B. Bassett		Left hip of cattle
J. R. Christie		Right hip of cattle, right shoulder of horses
V. Fetterly		Right ribs of cattle
H. N. Fraser		Right ribs of cattle
		Right hip of horses
G. Hawthorne		Right hip of cattle
D. McLean		Left hip cattle, left hip horses
D. McLean		Right hip cattle
G. A. McLean		Left shoulder cattle, left shoulder horses
W. McLean		Left ribs of cattle, left shoulder horses
G. E. Parham		Left shoulder cattle
F. Phelps		Left hip cattle, left shoulder horses
Mrs. J. Shuttleworth		Left hip horses
		Left rib cattle
W. Sinclair		Right hip cattle
J. M. Thomas		Right hip cattle, left hip horses
W. M. Thomas		Left shoulder cattle
H. Wolstenholme		Right ribs cattle (R. Wolstenholme left hip cattle)
		Right hip horses

(Brands and location of brand on animal checked with B.C. Horse and Cattle Brands 1948. Thos. Moore, recorder of brands).

King George VI
Queen Elizabeth

2

Possibly Lord & Lady Bessborough
served as Governor General
of Canada 1931-1935



J. B. Fraser Leaves Estate \$2,935,869

The will of John Burns Fraser, who died on November 2, was filed today in the Surrogate Court for probate. The will disposes of an estate valued at \$2,935,869.18. This is composed of holdings of stocks, bonds, real estate and timber limits.

Included in these holdings are large blocks of bonds of the Dominion of Canada, Nova Scotia Steel and Coal Company, Limited, Province of Ontario, Canadian National Railway Company, MacLaren Quebec Power Company and Province of Quebec. Mr. Fraser was a large shareholder in the Bank of Nova Scotia, having at the date of his death 843 shares.

To Charities.

Legacies of \$500 each were left to the Home for Friendless Women, the Mission Fund of the Church of England in the Diocese of Ottawa, the Protestant Home for the Aged and the Protestant Orphans' Home.

A large number of relatives, and old and present employees, were remembered with legacies and the residue of the estate is divided equally among his two sons, Major Hugh N. Fraser, of Okanagan Falls, B.C., Lieut. Colonel John D. Fraser, of Ottawa, and his daughter, Mrs. Isabel Bulmer, of Florida, and her children. The executors of the will are his two sons. Hill, Hill and Hill are solicitors for the estate.

To Employees and Friends.

Bequests to employees were to Alfred Allen, Chalk River; David Taylor, chauffeur; Robert Wilson, \$1500 each; Christina Caldwell, former nurse, \$2,000; Elizabeth Hendry, servant, \$2,000; Annie Maule, servant, \$1,500; Annie Byers, servant, \$1,500.

Mr. Fraser also left legacies to many friends, including Beatrice Dunlop, of Los Angeles, who received interest from a trust fund of \$10,000 on the death of a sister of Mr. Fraser, Charles Gardiner, of Ottawa, \$5,000; Edith Hyde, Gladys Baker, Eleanor Gardiner, Kate Mowat Fraser, Kathleen Baker, all of Ottawa; Caroline Chamberlain, Los Angeles, \$500 each; Mrs. Clifton B. Gates, Virginia, \$1,000.

Before dividing the residue among his two sons and daughter Mr. Fraser left bequests to a number of relatives including Jessie Daw, sister, Hamilton, Ont., income from \$60,000 for life; Caro F. Fee, sister, Los Angeles, income from \$30,000 for life; Mary Armstrong, cousin, Almonte, \$5,000; Loretta Cecelia Fraser, daughter-in-law, Rockville, \$10,000; Joan Fraser, granddaughter, \$2,000; Beatrice Fraser, granddaughter, \$2,000; Mrs. Charlotte F. Armstrong, niece, Victoria, \$5,000; Vera Daw, wife of nephew, Hamilton, income from \$10,000.

Provision is also made in the will that the income from their shares of the residue, provided for the two sons and daughter, will go

Balks at Marrying, Even for \$1,500,000

OKANAGAN FALLS, B. C., Jan. 26 (Canadian Press)—Maj. Hugh N. Fraser, rancher, prefers being single to marrying to collect \$1,500,000.

He said today his father, John Burns Fraser, a former president of the Bank of Nova Scotia, left half his \$3,000,000 estate to him, in trust until he married. Fraser said he "will try and not marry." He will receive the income any way.

Source: Date: Saturday, January 27, 1940 Paper: Boston Herald (Boston, Massachusetts)

Even Legacy of \$1,361,000 No Inducement To Marry

By United Press

OKANAGAN FALLS, B. C., Feb. 1 — Not even the promise of a \$1,361,000 inheritance will tempt Major Hugh N. Fraser into matrimony, he said here.

The World War veteran and rancher, on being advised he was willed half of the \$2,722,000 for-

ture of his father, John Fraser of Ottawa, on conditions that he get married, said:

"I will try and not marry in spite of the will.

John Fraser's will stipulated that Major Fraser must marry before he gets his share of the fortune, or it will be held in trust and he will receive the interest only.

Grower's Agreement

~~This Agreement~~ made this **SEVENTEENTH** day of **APRIL** A.D. 1961
BETWEEN:

ANDRE'S WINES LTD. a company duly incorporated
under the laws of the Province of British Columbia
and having its registered office at 916/475 Howe
Street, Vancouver, British Columbia

(hereinafter called the "PURCHASER")

OF THE FIRST PART

AND:

A.K.W. FRASER

OKANAGAN FALLS B.C.

(hereinafter called the "VENDOR")

OF THE SECOND PART.

WHEREBY IT IS AGREED AS FOLLOWS:

1. The Vendor will sell and the Purchaser will buy all the suitable and proper crop or crops of grapes of the varieties and kinds hereinafter set out, that the Vendor shall produce on his vineyard or vineyards in the **OKANAGAN FALLS** area in the Province of British Columbia, during each and every crop year for a term of **TEN** years commencing the 1st day of January, 19**64** and terminating the 31st day of December, 19**74**
2. The purchase price of the said crop or crops of grapes shall be One Hundred and Twenty (\$120.00) Dollars per ton for Number One grade grapes and One Hundred and Ten (\$110.00) Dollars per ton for Number Two grade grapes; Provided that the amount of the said purchase price may be varied by subsequent Agreement between the parties herein; All grapes to be delivered F.O.B. at **RANCH SYL** **OR OKK. FALLS DEPOT, SUBJECT TO HAULING COSTS AT SYL RANCH** British Columbia at the Provincial Government weigh scale.
3. That all grapes delivered in accordance with the terms and conditions herein shall be properly matured and in the condition satisfactory to the Purchaser for the making of wine. And it is further agreed that in determining the respective grades of grapes delivered, that the grading by the Department of Agriculture of Canada shall be accepted by both parties.
4. That the grapes to be delivered pursuant to this Agreement shall be of the following varieties:—
BUFFALO, RIESLINGS & SEIBELS & HYBRIDS
40 acres
5. The Purchaser having fulfilled the covenants herein shall, up to **TWO** years prior to the termination date hereof, have the option to renew this Agreement for a further term of **FIVE** years.

THIS AGREEMENT shall be binding upon the parties hereto their heirs, executors, administrators, successors and assigns.

IN WITNESS WHEREOF the Parties hereto have executed these presents and have caused their Corporate Seal to be affixed in the presence of their proper officers duly authorized in that behalf, the day and year first above written.

The Corporate Seal of ANDRE'S WINES LTD.
was hereunto affixed in the presence of

SIGNED, SEALED AND DELIVERED by

A.K.W. "BILL" FRASER

in the presence of

The Corporate Seal of
was hereunder affixed in the presence of

Original signed & sealed



MERRY CHRISTMAS
HAPPY NEW YEAR



Hugh N. Jones

Xmas 1-61

11-2334

Oct 4/76



MAJOR HUGH FRASER AND PET COLLIES
(Redivo Photo)

Maj. Hugh Fraser Rites On Friday

Funeral services for Major Hugh Neil Fraser, a pioneer Okanagan Falls rancher and Penticton resident for the past 15 years are to be held at 2 p.m. Friday in St. Saviour's Church.

Major Fraser, known for his community activities and for work with the Red Cross and the SPCA, died in Penticton on Tuesday. He would have been 85 on Oct. 30.

He was born in Montreal in 1885 and graduated from McGill University in 1912. After graduation he engaged in accounting until the outbreak of war in 1914.

During the war he served for two years in the front lines near Ypres as a Lieutenant and was present when the Germans first used gas in April 1915. A short time later he was promoted to captain and on April 6, 1916 he was captured and spent two years in prisoner of war camps or commissioned officers.

At the end of the war he was discharged with the rank of major.

Major Fraser first came to the Okanagan Valley at the invitation of playwright Carroll Kins of Naramata in 1919. During his visit he decided to make his home in the valley and after looking at the southern

end of the valley he purchased 320 acres on the west side of the river above Okanagan Falls on Hawthorne Mountain. Additional property was purchased and it was named the S.Y.L. ranch.

In 1954 Major Fraser moved to Penticton and his adopted son, A. K. W. Fraser, took over operation of the ranch which is now planted in grapes.

Major Fraser was active in community affairs at Okanagan Falls and participated in many local activities. He helped finance the building of the community hall, contributed to the Legion Hall and initiated the founding of Christie Memorial Park.

The stained glass window in the Okanagan Falls church memorializes his mother who started the Victorian Order of Nurses in Ottawa. He was very interested in this work and served as president of the Red Cross there for five years.

He was also fond of animals and since moving to Penticton has been a patron of the SPCA and its president for five years. He has served the Penticton chapter of the Red Cross as a director for 10 years and has made several gifts to the Penticton Museum.

In 1927 Major Fraser donated a pure silver challenge cup for Penticton's women golfers and each year he would attend the championship matches at the golf course to present the trophy bearing his name.

An avid historian, he possessed a collection of priceless papers and was a major contributor Penticton's museum.

Major Fraser is survived by his son in Okanagan Falls; one brother, Col. J. D. Fraser of Pembroke, Ontario; one sister, Mrs. Isabel Cox of Phoenix, Arizona; three grandchildren and one great-grandchild.

Funeral services are to be conducted by Rev. Tom Wilding and Rev. W. S. Beames. Cremation will follow.



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Corporate Services Committee

Thursday, October 19, 2017

10:00 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Corporate Services Committee Meeting of October 19, 2017 be adopted.

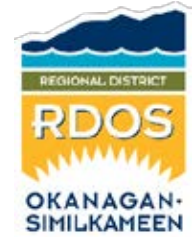
B. Q3 ACTIVITY REPORT – For Information Only [Page 96]

C. Q3 CORPORATE PLAN – For Information Only [Page 99]

D. Q3 BUDGET VARIANCE ANALYSIS REPORT – For Information Only [Page 115]

E. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Corporate Services Committee

FROM: Bill Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Third Quarter Activity Report – For Information Only

1.0 OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER/LEGISLATIVE SERVICES

2017 Q3 Completed Activities

- Commenced planning for the 2017 UBCM Conference.
 - Arranged Minister meetings.
 - Developed Briefing Notes.
- Analysis of service/ financial impacts/ public engagement process for Area “D” division
- Commenced review of fire department establishment bylaws.
- Reviewed and presented findings of citizen survey.
- Recruited and oriented Conservation Fund Technical Advisory Committee.
- Advertised and received Request for Proposals for Conservation Fund submissions.
- Amended Liquor Control Policy.
- Introduced Video Surveillance Policy.
- Conducted Privacy Impact Assessment on Naramata Water/Fire Video initiatives.
- Conducted Privacy Impact Assessment on BookKing Recreation Software.
- Draft amendments to Board Procedure bylaw for Legislative Workshop.
- Conducted formal petition process for potential Upper Carmi fire protection service.
- Continued development of Business Continuity Plan for 101 Martin Street.
- Hosted public engagement events in Area “C” (2) and Area “D”.

2017 Q4 Planned Activities

- Bring forward amended Fire Department Establishment Bylaws.
- Finalize Business Continuity Plan for 101 Martin Street.
- Facilitate RDOS/FN meetings.
- Host public engagement events in Area “B” and Area “A”.
- Organize Legislative Workshop.
- Commence planning for Board remuneration review.
- Introduce amendments to Board procedure bylaw.
- Introduce Election Officials compensation policy.
- Organize ValleyWide CAO meeting.

2.0 INFORMATION SERVICES DEPARTMENT

2017 Q3 – Completed Activities

- Electronic Document Management System (EDMS)
 - Set up EDMS in current environment (SharePoint 2016) and test process for moving content to new environment
 - Ensure required functionality is in the new environment
- Quality control of updated orthos and DEMs (Digital Elevation Models) for RDOS landfills and Dams in Naramata area
- Upgrade of Questica (Finance budgeting) software
- Work on setting up a central SCADA (Supervisory Control and Data Acquisition) platform on central server in RDOS so staff can view and manage water and sewer systems remotely
- Report Enterprise Risk Management Plan for 2017 to the Board
- Participate in building business continuity plan
- Organize administrative workshop #1/ interdependency workshop for the Strategic Plan
- Participate in Shared Services IT pilot project with Penticton, Summerland and SD67

2017 Q4 – Planned Activities

- Research moving public internet mapping applications to the cloud
- Electronic Document Management System (EDMS)
 - Move production environment to new (SharePoint 2016)
 - Continue progress supporting PW's, HR and Finance using EDMS
- Set up new (Storage Area Network) device
 - Start process of moving content to new SAN
- Quality control of updated orthos and DEMs (Digital Elevation Models) for RDOS landfills and Dams in Naramata area
- Add new orthos (aerial photos) to GIS mapping apps
- Upgrade GIS software to current version
- Work on new Wellness Points tracker
- Participate in PIA (Privacy Impact Assessments) for some of our applications
- Participate in building business continuity plan
- Organize administrative workshop # and Board workshop for the Strategic Plan
- Participate in Shared Services IT pilot project with Penticton, Summerland and SD67
- Build translator for new format (XML) of BC Assessment data
- Continue work moving backup virtual server to off-site location

3. FINANCE DEPARTMENT

2017 Q3 Completed Activities

- Commenced 2018 Budget
- Provided Board updates on 2017 Budget to actual status for Q2
- Purchasing Policy Review/New Disposal of Assets Policy underway
- Conducted RFP for 2017 audit
- Created audit work plan for internal recreation facilities audit
- Vadim upgrades complete and implemented in the Finance Department
- Investigated and implemented custom variance reports in Questica budgeting software

- Transitioned 2018 Budget to EDMS
- Electronic distribution of Accounts Payable initiated
- Revised and circulated 2018 Budget Guidelines including an Introduction of performance measurement as a budget reporting tool
- Provided Questica training to users

2017 Q4 Planned Activities

- Utilize electronic functionality to upload corporate credit card purchase data
- Year end working papers in EDMS
- Implement process for service provider contract vs employee
- Complete Purchasing Policy and Disposal of Assets Policy – take to Board for approval
- Select Auditors for 2017 yearend
- Audit 2 recreation facilities
- Prepare for the 2017 Interim Audit
- Complete 2018 Budget workshops

4.0 HUMAN RESOURCES DEPARTMENT

2017 Q3 Completed Activities

- Subdivision Referral Process Kaizen complete
- WorkSafeBC statistics for Classification Unit Average were finalized. RDOS fell above the industry average of 3.7 at a ranking of 5.5
- One Administrative Directive was reviewed and updated
- High Performance & Innovation Committee (HPIC) plan implementation underway
- Transferring of files to EDMS continues
- Continuing to update Safe Work Procedures – on track to meet 2017 goal
- WHMIS training program researched, selected and installed
- Continued to provide HR assistance to external departments as required.

2017 Q4 Planned Activities

- Complete the Building Inspection permit Kaizen
- Conduct HPIC survey and meetings with all internal departments
- Job Evaluation Process (JEP) maintenance review
- Budget preparation for 2018
- Coordination of 2017 Performance Evaluation process for all staff
- Review and update one Administrative Directive
- Continue the update of Safe Work Procedures (ongoing in 2018)
- Finalize the 2017 Wellness Action Plan and complete Wellness Planning Session for 2018
- Finalize the 2017 OH&S Action Plan and complete OH&S Planning Session for 2018
- WHMIS training starts for all staff – must be complete by end of 2018
- Move HR department files to EDMS (ongoing for 2018)

2017 Corporate Action Plan

Dashboard

#	Objective	Status	Points Available	KSD Total	Page
1.1.1	By providing the Board with accurate, current financial information.		5	15	3
1.1.2	By being an effective local government		2		3
1.2.1	By implementing the 2017 joint occupational health and safety action plan		4		3
1.2.2	By implementing the 2017 Wellness Action Plan.		1		4
1.3.1	By developing and implementing an Organizational Development Plan		3		4
2.1.1	By promoting regional district facilities and services		6	20	4
2.2.1	By developing and implementing a community relations program		6		5
2.3.1	By introducing a process of continuous improvement into the organization		8		5
3.1.1	By implementing the regional transit future plan		3	50	6
3.1.2	By developing a regional fire service master plan		2		6
3.1.3	By establishing a Naramata Fire Service Satellite Fire Hall		2		6
3.1.4	By developing the Erris Volunteer Fire Department		3		7
3.1.5	By implementing the regional trails program		5		7
3.1.6	By implementing the 2017 Phase of the Parks Program		5		8
3.1.7	By providing public recreational opportunities		2		8
3.1.8	By constructing a pedestrian pathway in Okanagan Falls		2		9
3.1.9	Investigate energy options		1		9
3.2.1	By developing an Asset Management Plan		3		9
3.2.2	By updating the Naramata Water System Development Cost Charge Bylaw		2		9
3.3.1	By commencing the Electoral Area "F" Official Community Plan review		2		10
3.3.2	By conducting a Bylaw Enforcement Policy Review.		2		10

3.3.3	By completing a new Water Regulatory and Conservation Bylaw		4		10
3.3.4	By implementing the 2017 Phase of the Solid Waste Management Plan		7		11
3.3.5	By bringing Kaleden and Skaha Estates into the Okanagan Falls Waste Water Treatment System		3		11
3.3.6	By constructing a wetlands filtration system for the Okanagan Falls Waste Water Treatment Plant		1		12
3.3.7	Set out the Regional District responsibility for orphan dikes		1		12
3.3.8	Establish a position around Uplands Water Storage		0		12
4.1.1	By maintaining, evaluating and executing the Strategic Planning and Enterprise Risk Management Programs.		3	15	12
4.2.1	By organizing government to government meetings		2		13
4.2.2	By implementing the terms of the First Nations Protocol Agreement		2		13
4.3.1	By assisting the Board to operate in an effective manner		3		14
4.3.2	By supporting a governance review for Electoral Area "D"		2		14
4.4.1	By ensuring all existing bylaws and policies are kept in a current and useful form and content.		5		14
		Total	100	100	

Progress Colour Key:

No Issues

GREEN

Minor issue(s)

YELLOW

Significant issue(s)

RED

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

2017 Corporate Action Plan

Q3 REPORT

19 October 2017

Definitions:

CAO	= Chief Administrative Officer
MCS	= Manager of Community Services
MDS	= Manager of Development Services
MFS	= Manager of Financial Services
MHR	= Manager of Human Resources
MIS	= Manager of Information Systems
MLS	= Manager of Legislative Services
MPW	= Manager of Public Works

Status Colour Key:

Q1 – Black

Q2 – Red

Q3 - Blue

Q4 - Green

KSD 1 HIGH PERFORMING ORGANIZATION**Goal 1.1 To Be a Fiscally Responsible Organization****Objective 1.1.1 - By providing the Board with accurate, current financial information.**

#	Points	ACTION	WHO	WHEN	STATUS
1.1.1.1	2	Develop a new document for the Board in the form of a Management Discussion and Analysis Report, including comparative metrics	MFS	Q4	<ul style="list-style-type: none"> • MFS reviewing templates • Research on Performance Metrics underway • New format available in 2018
1.1.1.2	1	Receipt of an unqualified independent audit for 2016	MFS	Q2	<ul style="list-style-type: none"> • Complete
1.1.1.3	2	Meet Budget at the end of the year	MFS	Q4	<ul style="list-style-type: none"> • Variance Report presented to Committee 20 April, 20 July & 19 Oct.

Objective 1.1.2 - By being an effective local government

#	Points	ACTION	WHO	WHEN	STATUS
1.1.2.1	1	Develop a Business Continuity Plan for 101 Martin St	MLS	Q4	<ul style="list-style-type: none"> • In progress • In Progress
1.1.2.2	1	Participate in the Shared Services Project with other regional local government/education entities	MLS	Q2	<ul style="list-style-type: none"> • Study complete • Pilot in progress • Complete

Goal 1.2 To Be a Healthy and Safe Organization**Objective 1.2.1 By implementing the 2017 joint occupational health and safety action plan**

#	Points	ACTION	WHO	WHEN	STATUS
1.2.1.1	2	Develop a plan for the Safe Work procedures and implement the 2017 phase	MHR	Q4	<ul style="list-style-type: none"> • 2017 Plan complete and being implemented
1.2.1.2	2	Keep the RDOS injury rate below the average for our classification unit (WorkSafeBC)	MHR	Q4	<ul style="list-style-type: none"> • Annual statistics arrive in July and RDOS exceeded the group 2017 avg.

Objective 1.2.2 By implementing an employee wellness program					
#	Points	ACTION	WHO	WHEN	STATUS
1.2.2.1	1	Implement the 2017 Phase of the Employee Wellness Action Plan	MHR	Q4	· In Progress

Goal 1.3 To Cultivate a High Performing Organizational Culture					
Objective 1.3.1 By developing and implementing an Organizational Development Plan					
#	Points	ACTION	WHO	WHEN	STATUS
1.3.1.1	1	Update the Communications Plan and implement the 2017 phase	MLS	Q2	<ul style="list-style-type: none"> · Communications & High Performance Committees consolidated. 2017 Plan focused on communications · Communications Committee merged with High Performance Nd Innovation Committee for 2017
1.3.1.2	1	Organize All Staff Business Meeting with topic relevant to staff perception survey results.	MHR	Q2	<ul style="list-style-type: none"> · All-staff Business meeting held on April 26th · Agenda based on internal communication and corporate image
1.3.1.3	1	Improved results on the 2017 Perception Survey over 2016 Survey	MHR	Q2	<ul style="list-style-type: none"> · complete

KSD 2 FOCUS ON THE CUSTOMER EXPERIENCE					
Goal 2.1 To Increase Public Awareness of RDOS Services					
Objective 2.1.1 - By promoting regional district facilities and services					
#	Points	ACTION	WHO	WHEN	Status
2.1.1.1	1	Promote Local Government Awareness Week	MLS	Q4	· Completed in May
2.1.1.2	2	Complete the 2017 citizen survey and develop a schedule for implementing recommendations	MLS	Q2	<ul style="list-style-type: none"> · Survey complete · Presented to Board August 2017
2.1.1.3	1	Investigate setting up a “panel” for use as a rolling survey program	MLS	Q2	· Moved to Q4
2.1.1.4	1	Improve communications by advertising in local community hot spots such as store bulletin boards and coffee shops	MLS	Q2	<ul style="list-style-type: none"> · In progress · Complete
2.1.1.5	1	Continue weekly articles	MLS	Q1	· Complete

Goal 2.2 To Foster Dynamic and Effective Community Relationships Objective 2.2.1 By developing and implementing a community relations program					
#	Points	ACTION	WHO	WHEN	Status
2.2.1.1	2	Develop a community relations plan and implement the 2017 phase	MLS	Q2	<ul style="list-style-type: none"> Deferred to 2018
2.2.1.2	2	Organize an open house, public meeting or tour in each electoral area.	MLS	Q4	<ul style="list-style-type: none"> In Progress

Goal 2.3 To Meet Public Needs Through the Provision and enhancement of Key Services Objective 2.3.1 By introducing a process of continuous improvement into the organization					
#	Points	ACTION	WHO	WHEN	Status
2.3.1.1	2	Facilitate two Kaizens under the Lean Management Program	MHR	Q4	<ul style="list-style-type: none"> Building Inspection and Subdivision process identified Subdivision Referral \process complete in Q3
2.3.1.2	1	Review RDOS Bylaws and Policies for relevancy and currency	MLS	Q4	<ul style="list-style-type: none"> Non-Compliant Establishment Bylaws identified Completed 2017 phase
2.3.1.3	1	Conduct a “Lessons Learned” exercise at end of all projects and exit surveys for all departing staff	SMT	Q4	<ul style="list-style-type: none"> In progress Complete
2.3.1.4	1	Implement the actions identified in the 2017 Request for Decision Kaizen	MHR	Q3	<ul style="list-style-type: none"> Complete

KSD 3 - BUILDING A SUSTAINABLE REGION					
Goal 3.1 To Develop a Socially Sustainable Region					
Objective 3.1.1 By implementing the regional transit future plan					
#	Points	ACTION	WHO	WHEN	Status
3.1.1.1	1	Develop an annual program under the Transit Future Plan and implement the 2017 phase	MCS	Q4	<ul style="list-style-type: none"> • Schedule and Fare consolidation complete
3.1.1.2	1	Transfer operations of the South Okanagan Transit Service from the Town of Osoyoos to the RDOS	MCS	Q1	<ul style="list-style-type: none"> • Complete
3.1.1.3	1	Develop a marketing program for existing services	MCS	Q2	<ul style="list-style-type: none"> • Complete

Objective 3.1.2 - By developing a regional fire service master plan					
#	Points	ACTION	WHO	WHEN	Status
3.1.2.1	1	Present a Fire Service Master Plan to the Board	MCS	Q3	<ul style="list-style-type: none"> • Master Plan underway • Plan Complete; • Presentation of the Master Plan, Administrative Report and Implementation Plan 7 Sept.
3.1.2.2	1	Ensure that regional fire chiefs are involved in the development of the plan	MCS	Q2	<ul style="list-style-type: none"> • Public consultation complete • Each Fire Hall included

Objective 3.1.3: By establishing a Naramata Fire Service Satellite Fire Hall					
#	Points	ACTION	WHO	WHEN	STATUS
3.1.3.1	1	Acquire an appropriate site for the satellite fire hall	MCS	Q1	<ul style="list-style-type: none"> • Site selected • License of Occupation submitted • Problems with the site
3.1.3.2	1	Finalize building site design and contract for construction	MCS	Q3	<ul style="list-style-type: none"> • Grants/donations identified • Unlikely to award contract in 2017

Objective 3.1.4 By developing the Erris Volunteer Fire Department					
#	Points	ACTION	WHO	WHEN	Status
3.1.4.1	1	Undertake the Fire Underwriter study of proposed service	MCS	Q4	<ul style="list-style-type: none"> Information provided Waiting for Erris to determine interest
3.1.4.2	1	Carry out a service establishment process	MCS	Q4	<ul style="list-style-type: none">
3.1.4.3	1	Provide an orientation for the Department Members to ensure compliance with RDOS standards	MCS	Q2	<ul style="list-style-type: none"> Deferred until decision to create a Service determined

Objective 3.1.5: By implementing the regional trails program					
#	Points	ACTION	WHO	WHEN	STATUS
3.1.5.1	1	Construct the KVR Trail South Spur section from Road 18 to Osoyoos Lake	MCS	Q3	<ul style="list-style-type: none"> Design complete/ construction in progress Complete
3.1.5.2	1	Assist the Province with a critical habitat inventory management plan for the KVR trail from Vaseux Lake to Osoyoos	MCS	Q3	<ul style="list-style-type: none"> Project awarded Waiting on Province
3.1.5.3	1	Pursue Provincial tenure for the KVR trail – Area A and C phase	MCS	Q3	<ul style="list-style-type: none"> In progress
3.1.5.4	1	Pursue tenure for the KVR trail – OIB phase	MCS	Q3	<ul style="list-style-type: none">
3.1.5.5	1	Work with senior levels of government to secure tenure for the KVR trail – Vaseux Lake phase	MCS	Q4	<ul style="list-style-type: none"> Work in progress, but need the critical habitat inventory first.

Objective 3.1.6 - By implementing the 2017 Phase of the Parks Program					
#	Points	ACTION	WHO	WHEN	Status
3.1.6.1	1	Implement a 2017 parks improvement program	MCS	Q4	• Complete
3.1.6.2	1	Implement the service establishment process for an Electoral Area H parks service	MCS	Q3	• Referred to Director
3.1.6.3	1	Update Regional and Community parks bylaws	MCS	Q3	• Deferred to 2018
3.1.6.4	1	Pursue a Contribution Agreement and Facility Use Agreement with the Tulameen Community Club	MCS	Q2	• Waiting for signature • Complete
3.1.6.5	1	Review the Princeton/ Area H Park Contribution Service	MCS	Q2	• Review commenced • Draft Agreement sent to Princeton • discussions with Princeton in Q4

Objective 3.1.7: By providing public recreational opportunities					
#	Points	ACTION	WHO	WHEN	STATUS
3.1.7.1	1	Carry out the 2017 Recreation and Wellness Programs under the guidance of the Recreation Advisory Commissions	MCS	Q4	• Meetings with all Commissions complete • Strategic Planning to commence in Q3 • Complete
3.1.7.2	1	Implement a Regional approach to booking Recreation Programs, Facilities and Events, e.g. common calendar between Rec programs	MCS	Q4	• In Progress • Complete

Objective 3.1.8: By constructing a pedestrian pathway in Okanagan Falls					
#	Points	ACTION	WHO	WHEN	STATUS
3.1.8.1	1	Undertake the design, consultation and permitting phases	MCS	Q2	<ul style="list-style-type: none"> In Progress
3.1.8.2	1	Complete final design and submit for 2018 Budget consideration between Rec programs	MCS	Q3	<ul style="list-style-type: none"> McLean Creek Road prioritized for walkway

Objective 3.1.9: Investigate energy options					
#	Points	ACTION	WHO	WHEN	STATUS
3.1.9.1	1	Research and report on solar and wind power advancements	MDS	Q4	<ul style="list-style-type: none"> Referred to 2018 Budget

Goal 3.2 To Develop an Economically Sustainable Region					
Objective: 3.2.1: By Developing an Asset Management Plan					
#	Points	ACTION	WHO	WHEN	STATUS
3.2.1.1	1	Investigate options for asset management systems and which would be appropriate for the Regional District	MPW/ MIS	Q4	<ul style="list-style-type: none"> Applied for grant Referred to 2018
3.2.1.2	2	Present the Phase 2 Asset Management Plan to the Board	MPW	Q3	<ul style="list-style-type: none"> Complete August 2017

Objective: 3.2.2: By updating the Naramata Water System Development Cost Charge Bylaw					
#	Points	ACTION	WHO	WHEN	STATUS
3.2.2.1	2	Determine methodology and rescind development cost charge bylaw	MPW	Q2	<ul style="list-style-type: none"> NWAC prefers to terminate DCC Bylaw Province is evaluating proposal

					<ul style="list-style-type: none"> Province won't allow rescinding Revised DCC Bylaw to come in 2018
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Goal 3.3 By Developing an Environmentally Sustainable Region					
Objective: 3.3.1: By commencing the Electoral Area "F" Official Community Plan review					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.1.1	1	Citizen Committee appointments, project Inventory, Issue identification, constraints and opportunities, Background Report	MDS	Q3	<ul style="list-style-type: none"> Project underway Complete
3.3.1.2	1	Community engagement, Draft Plan	MDS	Q4	<ul style="list-style-type: none"> In Progress

Objective: 3.3.2: By conducting a Bylaw Enforcement Policy Review					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.2.1	1	Review Best Practices for bylaw enforcement and compare to current RDOS procedures and policies	MDS	Q3	<ul style="list-style-type: none"> In Progress
3.3.2.2	1	Identify gaps and prepare revised procedures and policies	MDS	Q4	<ul style="list-style-type: none"> Referred to 2018 Budget for discussion on resources

Objective: 3.3.3: By completing a new Water Regulatory and Conservation Bylaw					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.3.1	2	Conduct literature search and benchmarking exercise	MPW	Q1	<ul style="list-style-type: none"> Complete
3.3.3.2	2	Develop a draft bylaw for discussion and present final version	MPW	Q2	<ul style="list-style-type: none"> 1st draft complete Deferred to Q3 Public consultation in October

					<ul style="list-style-type: none"> • Moved to Q4 •
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Objective: 3.3.4: By implementing the 2017 Phase of the Solid Waste Management Plan					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.4.1	2	Complete organics site analysis, procurement and design of the new organics processing facility	MPW	Q3	<ul style="list-style-type: none"> • Preferred sites identified • Public consultation underway • Information Reports to Committee • Discussions on preferred site underway
3.3.4.2	2	Complete the procurement for Curbside service beginning in July 2018	MPW	Q1 Q3	<ul style="list-style-type: none"> • RFP Released • Complete
3.3.4.3	2	<ul style="list-style-type: none"> • Pilot a Bio-cover methane mitigation project to achieve approval for substituted requirements permit. • Winter testing • Response from Province 	MPW	Q1 Q2 Q1 2018 Q2 2018	<ul style="list-style-type: none"> • Stockpiling materials • Plots prepared for pilots •
3.3.4.4	1	Develop the Keremeos landfill closure plan	MPW	Q1 Q2	<ul style="list-style-type: none"> • Plan development underway • Draft Plan complete

Objective: 3.3.5: By bringing Kaleden and Skaha Estates into the Okanagan Falls Waste Water Treatment System					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.5.1	1	Initiate the public assent process to establish a Service to attach to the Okanagan Falls Wastewater Treatment Plant	MPW	Q2	<ul style="list-style-type: none"> • Phase 1 BCF Grant approved for Skaha Estates •
3.3.5.2	1	Complete the detail design of a sewerage collection system for Kaleden and Skaha Estates	MPW	Q4	<ul style="list-style-type: none"> • Commence in Q2 but not complete until Q1 2018

3.3.5.3	1	Actively search for a grant to move this project forward	MPW	Q2	<ul style="list-style-type: none"> BCF Grant received for Phase 1 Consider Strategic Priorities Grant application for Phase 2
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Objective: 3.3.6: By constructing a wetlands filtration system for the Okanagan Falls Waste Water Treatment Plant					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.6.1	1	<ul style="list-style-type: none"> Pursue funding for a Wetland System Complete the design Construction 	MPW	Q1	<ul style="list-style-type: none"> Grant applications being prepared Design grant dependent Construction grant dependent Deferred to 2018

Objective: 3.3.7: Set out the Regional District responsibility for orphan dikes					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.7.1		Conduct an inventory of orphan dikes within the regional district and present a discussion paper to the Board identifying liability when/if there is flooding or disaster related to the dikes	MPW	Q3	<ul style="list-style-type: none"> FLNRO attended at Committee on April 6th Presentation prepared for UBCM

Objective: 3.3.8: Establish a position around Uplands Water Storage					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.8.1		Bring a report to the Board identifying the issue/history/risk of RDOS involvement in uplands water storage	MPW	Q2	<ul style="list-style-type: none"> Need to identify speaker to appear before Committee

KSD 4 PROVIDE GOVERNANCE & OVERSIGHT IN A REPRESENTATIVE DEMOCRACY					
Goal 4.1 To Execute a Well-Defined Strategic Planning Cycle					
Objective: 4.1.1: By maintaining, evaluating and executing the Strategic Planning and Enterprise Risk Management Programs.					
#	Points	ACTION	WHO	WHEN	STATUS

4.1.1.1	2	Development of the 2018 Corporate Business Plan	CAO	Q4	· In Progress
4.1.1.2	1	Review and update the Enterprise Risk Management Register	CAO/ MIS	Quarterly	· Complete

Goal 4.2 To Encourage Partnerships with all Member Municipalities, Electoral Areas, Indian Bands and Other Levels of Government Objective: 4.2.1: By organizing government to government meetings.					
#	Points	ACTION	WHO	WHEN	STATUS
4.2.1.1	1	Organize and host a C2C Forum.	MLS	Q4	· 2017 Forum organized but cancelled due to attendance
4.2.1.2	1	Organize regular Regional CAO meetings Organize Valley Chair/CAO Meetings	MLS	Q2	· In progress

Objective: 4.2.2: By implementing the terms of the First Nations Protocol Agreement					
#	Points	ACTION	WHO	WHEN	STATUS
4.2.2.1	1	Support regular joint council and steering committee meetings to promote good relations in the Regional District and report to the Board on highlights	MLS	Q4	· 1 st Joint Council Mtg. Feb. 17 th
4.2.2.2	1	Implement the 2017 actions identified in the Joint Council Action Plan	MLS	Q4	· 1 st Steering Committee March 10 th

Goal 4.3 To Promote Board and Chair Effectiveness					
Objective: 4.3.1: By assisting the Board to operate in an effective manner					
#	Points	ACTION	WHO	WHEN	STATUS
4.3.1.1	1	Plan and implement a legislative workshop in 2017	MLS	Q4	<ul style="list-style-type: none"> • In Progress • Scheduled for Nov. 23rd
4.3.1.2	1	Enhance relationship with committees/commissions	MLS	Q1	<ul style="list-style-type: none"> • Attended at all Recreation Commission and Water Commissions to discuss relationship/reporting/record keeping, etc.
4.3.1.3	1	Facilitate the Board evaluation	MLS	Q4	<ul style="list-style-type: none"> • Targetted for Legislative Workshop

Objective 4.3.2: By supporting a governance review for Electoral Area "D"					
#	Points	ACTION	WHO	WHEN	STATUS
4.3.2.1	2	Develop an implementation plan to address opportunities from the Area "D" governance review	MLS	Q2	<ul style="list-style-type: none"> • Implementation plan presented to Board in May • Work with CSCSD to split Area D commenced. • Brief Minister at UBCM • Complete

Goal 4.4 To Develop a Responsive, Transparent, Effective Corporation					
Objective: 4.4.1: By ensuring all existing bylaws and policies are kept in a current and useful form and content.					
#	Points	ACTION	WHO	WHEN	STATUS
4.4.1.1	5	Ensure all irrigation district bylaws have been transferred to RDOS format	MLS	Q4	<ul style="list-style-type: none"> • Deferred to 2018
4.4.1.2	1	Conduct Privacy Impact Assessments on new recreation software, building permit tracker, enforcement ticket tracker, development tracker and Vadim updates	MLS	Q4	<ul style="list-style-type: none"> • In Progress • Complete

-ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Q3 Budget Variance Analysis Report – For Information Only

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

Business Plan Objective:

1.1.1 By providing the Board with accurate, current financial information

Analysis:

Managers have reviewed the actual revenues and expenditures as of September 30, 2017 and performed a forecast to year-end in order to identify significant variances to the annual budget. This process helps us to mitigate potential problems and/or identify opportunities for reallocation of unused funds within individual budgets.

Variance analysis requires many assumptions and predictions. Actual year end variances will not be known for certain until the year end audit process is complete in March 2018. However, potential areas of concern have been identified and will be monitored closely with every attempt being made to mitigate any deficit situations before year end. The following is a brief explanation of overall budget trends and potential issues.

General Government and Electoral Area Administration

The overall budget for General Government is expected to have a surplus. This is due to a combination of more than anticipated revenue and various expenses coming in under budget. The Information Services budget will also have more of a surplus than anticipated due to addition revenues and cost savings in contract services and the training and education line items.

Electoral Area Administration is trending on target for 2017. Much of the anticipated surplus will be attributed to grant funding carrying forward.

Rural projects – a number of projects, mostly funded by Gas Tax, have been identified within these budgets as needing to be carried over. Staff will be following up and establishing some timelines and incorporating in to the 2018 budget.

Development Services

Building Inspection

Similar to the prior year, permit revenues are higher than anticipated. For 2017, it is expected that this budget will see a surplus of \$500,000. Historically excess revenue has been placed into a deferred revenue account and held to smooth out taxation levels in order to help sustain service in slower growth years. The balance in the reserve is just over \$400,000, as of December 31, 2016. An additional \$500,000 will likely be transferred at the end of 2017.

Bylaw

Bylaw ended 2016 with a larger than anticipated surplus of approximately \$22,000.00 due to a flow through of surplus from 2015. It is anticipated that the same level of surplus will carry through 2017.

Animal Control

Animal Control ended up with a \$22,000 surplus at the end of 2016. The budget is on target for 2017 with the same level of surplus being carried over.

Electoral Area Planning

The Electoral Area Planning budget will have more surplus than anticipated due to a higher growth year for development applications fees. In addition, there will likely be some savings with respect to legal costs and consulting fees.

Conservation Fund

There was a late start to implementation of this program and therefore the majority of the funds will be carried forward to 2018.

Regional Growth Strategy

This program will see a larger surplus than anticipated as there was \$15,000 allocated to Employment Lands Study, which was never initiated.

Public Works and Engineering

Refuse/Landfills/Recycling

Oliver - Additional revenues are anticipated for refuse disposal and scrap metal recycling; there is also some consulting fees and contract costs that will not occur for 2017. A review is being conducted to determine feasibility of reallocating annual surplus to capital and operation reserve so that the costs of operating this service are more readily apparent and there is less reliance on prior year surpluses.

Penticton/D3 (Campbell Mountain Landfill) – Some of the capital expenditures that were budgeted for 2017 will not occur and the projects have been moved to 2018. There is a small anticipated surplus which will reduce the deficit that was carried forward from 2016.

The remaining departments are expected to be on budget for 2017.

Ok Falls Sewer

As reported in the fourth quarter of 2016, a \$220,000 deficit was expected at the end of 2016. Mitigation measures have been taken and a plan has been implemented to recover the deficit in 2017. It is anticipated that the deficit will be reduced to under \$150,000 at the end of 2017.

Water Services

Willowbrook – 2016 ended in a deficit of \$13,479 as a result of some budgeting inaccuracies. This service continues to be challenged with additional requirements for financing to cover operational costs. Staff will be investigating options for cost recovery and sustainable financing for this service.

Sage Mesa Water – a deficit in the amount of \$13,000 was carried over from 2016 to 2017. A further deficit is anticipated for 2017. Staff are currently investigating why these deficits are occurring and this will be reviewed by staff as part of the 2018 budget process.

Mosquito Control

The mosquito control budget has been an area of concern for the 2017 budget year. As reported in Q2, additional resources were necessary in order to control the mosquitos. It is anticipated that there will be a shortfall in this service in the amount of \$25,000. This will be addressed during the 2018 budget.

Community Services

Fire Services

All the services are trending on budget and there are no unanticipated significant variances to report for the 2017 year-end.

Recreation Services

Parks Commission Area F – 2016 resulted in a deficit of \$10,087, however steps have been taken to mitigate for the 2017 budget year.

Ok Falls – This service received a \$30,000 donation in 2016, however the expenditure was never carried forward. The impact to the budget will be mitigated as some projects will not be done in 2017.

All other recreation services are either trending on budget or have moderate surpluses.

Regional Trails

Regional trails ended 2016 with a higher than anticipated surplus of \$14,000. There are no significant variances anticipated for 2017.

Respectfully submitted:

"Maureen Hayter"

M. Hayter, Finance Manager



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Protective Services Committee

Thursday, October 19, 2017

11:00 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

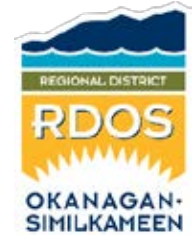
RECOMMENDATION 1

THAT the Agenda for the Protective Services Committee Meeting of October 19, 2017 be adopted.

B. Q3 ACTIVITY REPORT – For Information Only [Page 120]

C. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Protective Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Third Quarter Activity Report – For Information Only

COMMUNITY SERVICES DEPARTMENT

Fire Services, Emergency Management, Policing, 911

Activities Completed in Q3 2017:

- Regional Fire Master Plan formal presentations to the Board and the 7 Volunteer Fire Departments by Dave Mitchell & Associates
- Appointed the Kaleden Fire Chief position
- Board acknowledgement of the Regional Fire Master Plan process and initiation of new plan with the Volunteer Fire Departments
- Deactivated the Regional Emergency Operations Centre (EOC) in support of the wildfire season
- Continued supporting the proposed Upper Carmi area Fire Service expansion

Planned Activities for Q4 2017:

- Continue with land acquisition and building planning process for the Naramata satellite Fire Hall
- Complete the Emergency Telecommunications system audit
- Carry out a EOC post-operational review for Spring flooding and wildfire events
- Facilitate an Emergency Support Services (ESS) review and planning exercise
- Commence with the hiring process for Okanagan Falls and Willowbrook Fire Chief positions
- Support the Regional Fire Departments for 2018 operational planning and budgeting in order to meet Office of the Fire Commissioner's (OFC) Playbook requirements
- Re-establish the Regional Joint Chiefs Committee for the purpose of connecting, collaborating and supporting each other on ongoing opportunities and issues
- Facilitate Community Fire Smart community workshops at Husula Heights and Faulder areas
- Apply for Provincial grant funding under the UBCM Emergency Preparedness program
- Continue to support the Kaleden Fire Volunteer Department training site development
- Complete the Sasquatch Pond Park water retention project

Respectfully submitted:

M. Woods, Manager of Community Services



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, October 19, 2017

11:15 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Environment and Infrastructure Committee Meeting of October 19, 2017 be adopted.

B. SIMILKAMEEN WATERSHED PLAN – For Information Only [Page 123]

1. Nicole Penner, Environmental Scientist, Associated Environmental Consultants Inc.
2. Hugh Hamilton, Senior Environmental Scientist, Associated Environmental Consultants Inc.
 - a. Similkameen Watershed Plan Version 1.1 [Page 125]

Ms. Penner and Dr. Hamilton will address the Board to discuss the Similkameen Valley Watershed Plan

C. MAJOR AMENDMENT TO SOLID WASTE MANAGEMENT PLAN – APEX MOUNTAIN WASTE TRANSFER STATION [Page 201]

- a. Consultation Documents [Page 205]

To present to the BC Minister of Environment the results of public consultation regarding the Apex Mountain Waste Transfer Station to allow for an amendment to the Regional Solid Waste Management Plan in regards to selected location and capital costs.

RECOMMENDATION 2

THAT the Regional District of Okanagan-Similkameen submit a request to the BC Minister of Environment for a major amendment to the Regional Solid Waste Management Plan regarding the location and capital costs of the Apex Mountain Waste Transfer Station:

- That the SWMP be amended to show the exact address of the facility will be at 220 Strayhorse Rd, Apex Mountain;
 - That the SWMP be amended to show estimated capital costs for design, tendering and construction of the Apex Mountain Waste Transfer Station has been estimated at \$592,790;
 - That these facts have been presented to affected residents through significant public consultation process.
-

D. APEX MOUNTAIN WASTE TRANSFER STATION – PROPOSED FEES AND TAX STRUCTURE [Page 246]

To describe the cost recovery options available associated with construction and operation of the Apex Mountain Waste Transfer Station. Further, to allow staff to complete budget planning for the 2018-2022 period.

RECOMMENDATION 3

THAT for the Apex Mountain Waste Transfer Station the Regional District of Okanagan-Similkameen recover capital costs from taxation and operational costs as a fee for service.

E. AWARD OF PREDESIGN FOR SKAHA ESTATES SEWER EXPANSION PROJECT [Page 249]

For discussion prior to consideration of a resolution at the Board Meeting in the afternoon of October 19, 2017

F. Q3 ACTIVITY REPORT – For Information Only [Page 255]

G. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Similkameen Watershed Plan

Administrative Recommendation:

FOR INFORMATION ONLY

Purpose:

The purpose of this report is to provide background information on the Similkameen Watershed Plan which was developed through a partnership with the Similkameen Valley Planning Society and the RDOS. This information is being provided in advance of a delegation from the consulting firm of Associated Environmental who will be providing a presentation on the work completed at the October 19, 2017 Environment and Infrastructure Committee meeting.

Reference:

[Similkameen Watershed Plan Version 1.1 \(Associated Environmental 2017\)](#)

Background:

The Similkameen Valley Planning Society (SVPS) was formed to further the interests of communities in the Similkameen Valley and consists of membership from the seven governing bodies: the municipalities of Princeton and Keremeos, the Upper and Lower Similkameen Indian Bands and Areas B, G and H of the RDOS.

In 2012, the Terms of Reference for the Similkameen Watershed Plan was developed in consultation with various stakeholders. The development of the Watershed Plan has included the completion of numerous technical studies and financing of the project has been primarily through the following grant programs:

- Federal Gas Tax Funding – General Strategic Priorities Fund (\$500,000)
- Investment Agriculture Foundation of BC (\$36,135)
- Southern Interior Beetle Action Coalition (\$30,000)
- BC Provincial Infrastructure Planning Grant (\$10,000)

The mission statement for the Similkameen Watershed Plan as outlined in the 2012 Terms of Reference is:

“The Similkameen Watershed Plan will provide long-term direction and actions necessary to achieve its overall mission, to preserve and protect the quality and health of the Similkameen Watershed.”

The purpose of the Similkameen Watershed Plan is to provide guidance regarding water resources in the watershed to all stakeholders, decision-making authorities, natural resource managers, commercial water users, as well as agricultural, industrial, forestry and recreational/tourism sectors and watershed residents (SVPS 2012). It is a non-regulatory plan which is intended to be utilized as a guidance document in other local planning documents and processes.

Six main components reflected in the Similkameen Watershed Plan include:

- Water supply and demand
- Water quality
- Ecosystem protection and restoration
- Climate change adaptation and mitigation
- Water contingency planning and response
- Community outreach and consultation

Other components, such as governance is also discussed in the Similkameen Watershed Plan including the next steps to develop a suitable governance model for the Similkameen.

Communication Strategy:

The Similkameen Watershed Plan Version 1.1 has been issued in digital form for use and distribution by the Similkameen Valley Planning Society. The final document will also be available on the RDOS website.

Respectfully submitted:

“Janine Dougall”

J. Dougall, Public Works Manager

REPORT

Similkameen Valley Planning Society & Regional District of Okanagan Similkameen

SIMILKAMEEN WATERSHED PLAN Version 1.1



September 2017

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This report was prepared by Associated Environmental Consultants Inc. for the account of Similkameen Valley Planning Society & Regional District of Okanagan Similkameen. The material in it reflects Associated Environmental Consultants Inc.'s best judgement, in the light of the information available to it, at the time of preparation. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. Associated Environmental Consultants Inc. accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report.

REPORT

Foreword to Version 1.1

The Similkameen Valley Planning Society, with the Regional District of Okanagan Similkameen (RDOS), is in the process of developing a non-regulatory Similkameen Watershed Plan (SWP) to guide land and water use decisions. The intention is to develop a watershed plan through collaboration with local First Nations. This initial draft (Version 1.1) of the SWP was prepared in advance of the finalized agreement between the RDOS and the Lower Similkameen Indian Band (LSIB). At the time of writing, the Letter of Agreement to support cooperative watershed planning between these parties was not finalized, based on the understanding that LSIB is developing a framework for water law and governance in collaboration with the Indigenous Law Research Unit at the University of Victoria¹. However, Version 1.1 of the SWP goals, strategies, and actions reflect the current understanding of the *draft* agreement between the LSIB and RDOS, and the Syilx Water Declaration (Okanagan Nation Alliance 2014), which was appended to the draft Letter of Agreement. In the draft Letter of Agreement under Guiding Principles, a stated common purpose is:

"the Parties agree that Watershed Planning should foremost be protective of the water, all people, other animals and plants in the Similkameen Valley and by supporting a sustainable economy."

Once the Letter of Agreement is finalized, Version 1.1 of the SWP will be revised to incorporate the values, rights, and interests of the LSIB.

Mission and Purpose

The terms of reference (TOR) for the SWP was developed in consultation with stakeholders (SVPS 2012). The mission statement for the SWP as stated in the TOR is: *The Similkameen Watershed Plan will provide the long-term direction and actions necessary to achieve its overall mission, to preserve and protect the quality and health of the Similkameen Watershed.*

The purpose of the SWP is to provide guidance regarding water resources in the watershed to all watershed stakeholders, decision-making authorities, natural resource managers, commercial water users, as well as agricultural, industrial, forestry, and recreational/tourism sectors and watershed residents (SVPS 2012). Once finalized, the plan will provide a solid understanding of the aspects that contribute to the health of the watershed, and link these with the watershed's economic and social priorities. The SWP will help to plan towards the following:

- Balance water supply and demand today and in the future
- Protect the ecological function of the watershed
- Increase the understanding of the watershed and issues associated with it, and
- Promote an ethic of water conservation throughout the watershed.

¹ <http://www.uvic.ca/law/about/indigenous/indigenoulawresearchunit/>

Executive Summary

The Similkameen Valley Planning Society (SVPS), with the Regional District of Okanagan Similkameen (RDOS), is developing the **Similkameen Watershed Plan (SWP)** to guide water and land use management decisions in the Canadian portion of the watershed. The mission statement for the SWP as stated in the 2012 terms of reference is:

*The Similkameen Watershed Plan will provide the long-term direction and actions necessary to achieve its overall mission, **to preserve and protect the quality and health of the Similkameen Watershed.***

The purpose of this draft plan is to provide guidance regarding water resources in the watershed to all decision-making authorities, natural resource managers, commercial water users, as well as agricultural, industrial, forestry, and recreational/tourism sectors and watershed residents. It is a non-regulatory plan, intended to be integrated into other local planning documents, bylaws, policies, and best management practices.

Between 2013 and 2016, several technical studies were completed to support plan development. Phase 1 (2014) included a searchable information database (the *Similkameen Watershed Information Database*, or SWID), a summary of what is known about the watershed, and a list of technical studies recommended to support the planning process. Three of the high-priority studies were addressed in Phase 2: surface water availability and projected future water use, water quality status and trends, and a groundwater-surface water interaction study. Phase 3, completed in 2017, included assessing groundwater use by agriculture and estimating future groundwater demand. It also included a preliminary assessment of groundwater quality, and recommendations for agricultural groundwater management.

The people of the Similkameen Valley are acutely aware of the importance of water, and of its role in the ecological, economic, and cultural life in the valley, and have expressed concern about how climate change and social-economic trends could affect water and the values and services it provides. Over the course of the SWP development, several key issues and challenges have been identified through community discussions and the technical investigations (Section 2.4 of main document). While some of the issues and management challenges have existed for many years, the future prospect of a changing climate is driving many of the challenges that are to be addressed by the SWP.

The six components considered in this draft plan are: water supply and demand, water quality, ecosystem protection and restoration, climate change adaptation and mitigation, water contingency planning and response, and community outreach and consultation. The planning measures are presented in a three-level hierarchy; goals (one for each of the six components), strategies, and actions. The **draft** goals and strategies of the Similkameen Watershed Plan are:

GOAL STATEMENT 1 – Water Supply (WS): Long-term sustainability of water supply for human uses and economic development will be achieved by management of both water supply and water demand, considering Indigenous perspectives and the needs of aquatic ecosystems.

- **Strategy WS1** – Promote an ethic of water stewardship and conservation to all sectors and support drought management planning
- **Strategy WS2** – Use scientific and traditional Indigenous information to make informed decisions for sustainable water management, and be at the forefront of new water supply information/policies
- **Strategy WS3** – Monitor trends in streamflow and groundwater levels to support water management decision-making
- **Strategy WS4** – Expand knowledge on water supply and demand in the Similkameen Watershed and address data gaps to improve decision-making

GOAL STATEMENT 2 – Water Quality (WQ): Protect water quality (surface water and groundwater) to minimize risks to human health and protect the ecological function of the Similkameen Watershed.

- **Strategy WQ1** – Industry and government will commit to water quality protection practices that meet or exceed regulations and currently accepted best practices, and reflect the unique characteristics of the Similkameen Watershed
- **Strategy WQ2** – Control non-point source pollution through a combination of regulatory and non-regulatory tools
- **Strategy WQ3** – Monitor water quality to assess trends and potential threats
- **Strategy WQ4** – Expand knowledge on water quality in the Similkameen Watershed and address data gaps to improve decision-making

GOAL STATEMENT 3 – Ecosystem Protection and Restoration (EPR): Protect and rehabilitate the aquatic, wetland, and riparian ecosystems in the Similkameen Watershed.

- **Strategy EPR1** – Protect riparian and wetland areas
- **Strategy EPR2** – Restore high priority riparian areas and wetlands
- **Strategy EPR3** – Protect and enhance aquatic habitat

GOAL STATEMENT 4 – Climate Change Adaptation & Mitigation (CC): Human and natural systems in the Similkameen Watershed will become more resilient to climate change, and climate change mitigation and adaptation policies and procedures will be used in land and water use decision-making.

- **Strategy CC1** – Mitigation: Implement policies and plans that reduce greenhouse gas emissions and promote carbon sequestration
- **Strategy CC2** – Adaptation: Understand the risks (and the components of risk) to natural and built environments from climate change, and develop appropriate responses

GOAL STATEMENT 5 – Water Contingency Planning (E): The Similkameen Valley will become more resilient to drought, floods, and environmental emergencies by developing appropriate risk management and response plans.

- **Strategy E1** – Prepare for drought conditions on a watershed scale by helping local water systems develop plans and assessing economic impacts of drought
- **Strategy E2** – Identify areas at high risk for flooding and undertake steps to reduce risk and mitigate impacts through planning
- **Strategy E3** – Ensure that emergency response planning throughout the watershed has a unified approach with efficient and clear lines of communication
- **Strategy E4** – Flood and drought risk reduction strategies will include wetland and riparian area conservation and restoration

GOAL STATEMENT 6 – *Community Outreach and Consultation*: Increase understanding and support for watershed management measures and encourage public engagement by providing important information to stakeholders, decision makers, and the public in an effective and timely manner.

- **Strategy C1** – Build community awareness for the importance of watershed sustainability and improve understanding of the ecological functioning of the watershed
- **Strategy C2** – Promote open and effective communication between agencies that are responsible for watershed and land use management
- **Strategy C3** – Provide the Similkameen community with regular updates on the status of SWP strategies and actions

SWP implementation will rely on a governance structure that will reflect the unique biophysical, historical, cultural, and economic nature of the Similkameen Watershed. In recent years, water governance in western Canada is shifting from a top-down approach to becoming more inclusive and collaborative, and more respectful of the rights and interests of Indigenous peoples. Local agencies and First Nations are requesting and demanding a stronger role in watershed governance. Section 4.4 outlines a set of draft governance principles for the SWP. Further engagement with the Similkameen community will take place to refine these principles and select the governance structure. Based on experience elsewhere in BC, dedicated staffing (e.g. a watershed coordinator) will be needed to enable successful implementation of the SWP.

The Similkameen Watershed Plan is intended to be a “living document”, one that is regularly updated to adapt to new or changing watershed management issues and needs. A watershed and the communities within it are dynamic, changing over time. Given the on-going *Water Sustainability Act* roll-out in the next few years, the first review and update of the SWP should be completed in the fall of 2019 to capture the regulatory changes. Subsequent updates, with new “State of the Watershed” reporting, would be completed every five years. The periodic reviews should include an evaluation of the effectiveness of the SWP in achieving water sustainability in the Similkameen watershed.

Acknowledgements

This **draft** (Version 1.1) of the Similkameen Watershed Plan was prepared by Associated Environmental Consultants Inc. on behalf of the Similkameen Valley Planning Society, under the direction of the Regional District of Okanagan Similkameen.

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List of Abbreviations

Abbreviation	Meaning
AAFC	Agriculture and Agri-Food Canada
ALR	Agricultural Land Reserve
ALUI	Agricultural Land Use Inventory
AWDM	Agricultural Water Demand Model
AWSC	Available water storage capacity
CECA	Cumulative equivalent clear-cut area
COABC	Certified Organic Associations of British Columbia
CV	Coefficient of variation
ECA	Equivalent clear-cut area
EMS	Environmental Monitoring System
ESM	Earth System Model
GCM	General Circulation Model
GHG	Greenhouse gas
IWD	Irrigation water demand
GWPR	Groundwater Protection Regulation
LSIB	Lower Similkameen Indian Band
MFLNRO	Ministry of Forests, Lands and Natural Resource Operations
MOE	Ministry of Environment
MPB	Mountain pine beetle
PARC	Pacific Agricultural Research Centre (Summerland)

**Similkameen Valley Planning Society &
Regional District of Okanagan Similkameen**

Abbreviation	Meaning
RCPs	Representative Concentration Pathways
RDOS	Regional District of Okanagan Similkameen
SAR	Sodium Adsorption Ratio
SVPS	Similkameen Valley Planning Society
SWE	Snow water equivalent
SWID	Similkameen Watershed Information Database
SWP	Similkameen Watershed Plan
TDS	Total dissolved solids
UBCO	University of British Columbia Okanagan
U.S. or USA	United States of America
USIB	Upper Similkameen Indian Band
WSA	<i>Water Sustainability Act</i>

1 Introduction

1.1 BACKGROUND, MISSION, AND PURPOSE OF THE SIMILKAMEEN WATERSHED PLAN

The Similkameen River watershed is located in the Southern Interior of British Columbia, between the Coast Range Mountains and the Okanagan Valley, within the Columbia River watershed. The Similkameen is an international river; most of the watershed area of 9,270 square kilometres is in Canada (82%), but a portion of the headwaters and the lowest reach are in the United States (18%) (Figure 1-1). The Similkameen River and its tributaries are highly valued by the residents of the Similkameen Valley, and water is critical to the cultural, ecological, and economic ways of life in the watershed.

Recognizing these values, the Similkameen Valley Planning Society (SVPS)², with the Regional District of Okanagan Similkameen (RDOS), began work on the development of the **Similkameen Watershed Plan** (SWP or “the Plan”) to guide water and land use management decisions in the Canadian portion of the watershed. The need for the SWP was identified in the SVPS’s Strategy for a Sustainable Similkameen Valley, 2011-2020 that called for improvements to water management including the ability to adapt to climate change. The terms of reference (TOR) for the SWP was developed in consultation with stakeholders (SVPS 2012). The mission statement for the SWP as stated in the TOR is:

*The Similkameen Watershed Plan will provide the long-term direction and actions necessary to achieve its overall mission, **to preserve and protect the quality and health of the Similkameen Watershed.***

The purpose of this Plan is to provide guidance regarding water resources in the watershed to all watershed stakeholders, decision-making authorities, natural resource managers, commercial water users, First Nations, as well as agricultural, industrial, forestry, and recreational/tourism sectors and watershed residents (SVPS 2012). The Plan is intended to provide a solid understanding of the biophysical factors that contribute to the health of the watershed, and link these with the watershed’s economic and social priorities. The SWP is intended to help:

- Balance water supply and demand today and in the future;
- Protect the ecological function of the watershed;
- Increase the understanding of the watershed and issues associated with it; and
- Promote and ethic of water conservation throughout the watershed.



The SWP is a **non-regulatory** plan that will serve as a **guidance document** for decision-making authorities, resource managers, water users, and residents to help make more informed and integrated decisions regarding the watershed (SVPS 2012). The SWP is intended to be integrated into other local planning documents, bylaws, policies, and best management practices, but does not commit agencies to

² The seven original members of the SVPS are the Village of Keremeos, the Town of Princeton, the Lower Similkameen Indian Band, the Upper Similkameen Indian Band, and Rural Areas B, G and H of the RDOS.

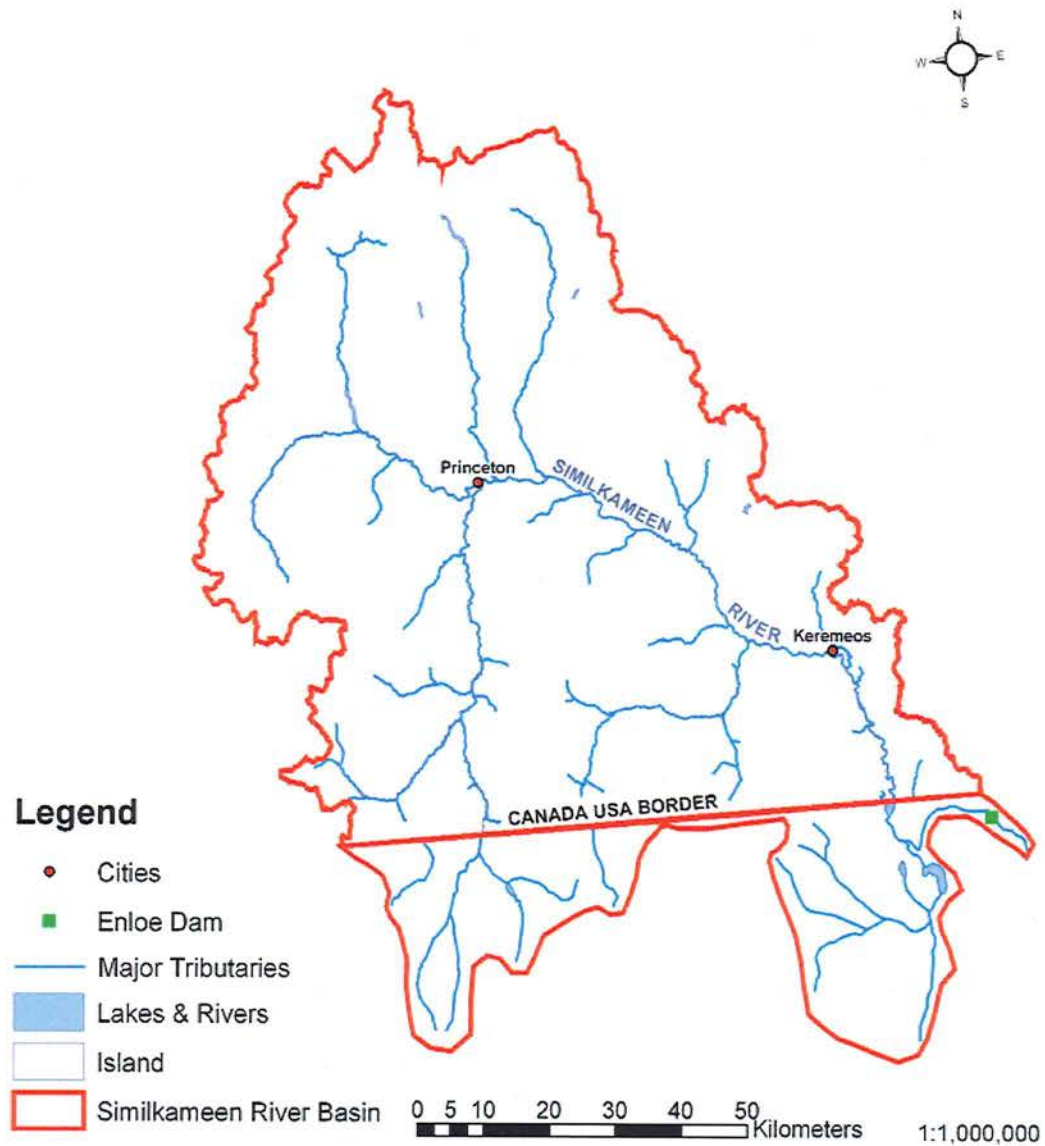


Figure 1-1
Map of the Similkameen River Watershed – The Plan Area

actions that conflict with existing statutory requirements. Decision-making authority will remain distributed among local, First Nation, regional, provincial, and federal governments.

1.2 PLAN DEVELOPMENT PROCESS AND GOALS

As noted above, in 2010, the SVPS completed the Strategy for a Sustainable Similkameen Valley, 2011-2020. One of the aims of the Strategy is to “improve water management significantly and integrate management into Valley-specific climate change.” As a first step towards that goal, the SVPS commissioned an initial assessment of the information base needed to develop a Watershed Management Plan, including recommendations for any new technical studies to address data gaps that could constrain the planning process. The Scoping Study, which was completed in 2011, included a review of available information, a summary of technical work completed in other jurisdictions for watershed planning, and recommendations for the next phases of plan development (Summit 2011).

The planning process began in 2011 and represented the start of the consultation process through creation of a Stakeholder Advisory Committee. With the committee’s input, and support from technical advisors, the SVPS and RDOS developed the TOR for the SWP. The TOR included 84 objectives divided among key areas including:

- water supply and demand,
- water quality,
- ecosystem protection and restoration,
- impacts of climate change and long-term sustainability,
- international waters,
- First Nations,
- communication and public consultation,
- contingency planning, and
- governance and authority for implementation and monitoring.

A series of collaborative, iterative steps were taken to get to the final plan development stage, including characterizing existing conditions, identifying issues, understanding options for change and for plan implementation. This was distilled into six key components of watershed planning, as presented in Section 3 of this document.

The Goals, Strategies, and Actions presented in this draft Plan are consistent with the principles laid out in the TOR, which are as follows:

- Emphasize the importance of the entire watershed and the interdependence of its components (linking aspects of water quality, water quantity, wetlands, riparian habitat, and biodiversity with the watershed’s economic and social priorities);
- Be collaborative – Stakeholders, Decision Makers, Technical Advisors, and Resource Managers will work together to complete the Plan, each partner sharing their organization’s expertise in various aspects of the watershed and committing to working together in decision making once the plan is in place (Decision Makers include local, regional, provincial and federal governments and First Nations);

- Be vetted through a public consultation process with the watershed community, Stakeholder Advisory Committee, Technical Advisors, and Decision Makers;
- Be an ongoing and adaptive plan that follows the cycle of: watershed characterization, planning, implementation, monitoring, and evaluation;
- Support the assessment of the feasibility of new economic development in the watershed, while at the same time protecting and rehabilitating the valley's environmental and natural resource health;
- Working collaboratively with local First Nations over shared interests/concerns;
- Provide a framework for:
 - completing information and technical data gaps learning more about the watershed system and water issues;
 - protecting the ecological function of the system;
 - balancing water supply and use;
 - increasing the understanding of the watershed system and water issues;
 - building broad public understanding and support for the Plan;
 - promoting an ethic of water conservation throughout the watershed;
 - addressing climate change; and
 - addressing international watershed issues and concerns.

The overarching **core principle** for plan development is that the SWP will incorporate Syilx water stewardship principles and practices (Section 2.1).

1.3 SCIENTIFIC AND TECHNICAL WORK – PHASES 1, 2, AND 3

Between 2013 and 2016, several technical studies were completed to address data gaps identified by the Scoping Study and in the TOR. **Phase 1**, completed in 2014, included a searchable information database (the *Similkameen Watershed Information Database*, or SWID), a summary of what is known about the watershed, and a priority-ranked list of recommended technical studies needed to support the planning process (Summit 2014). Three of the high-priority studies were addressed in **Phase 2**, as follows:

1. an assessment of surface water availability and projected future water use;
2. a surface water study to determine whether the quality of the Similkameen River is changing over time; and
3. a groundwater-surface water interaction study to determine whether groundwater pumping is affecting streamflows in the watershed.

Phase 3, which was completed in early 2017, included assessing groundwater use by agriculture and estimating future groundwater demand through interviews with growers and farmers in the watershed. It also included a preliminary assessment of groundwater quality, and recommendations for agricultural groundwater management (Associated 2017).

Other recent relevant studies include an assessment of the effects of forest disturbance and climate variability on streamflows in the Similkameen watershed (Wei and Li 2016) and development of a monthly water budget for the Similkameen Valley to support the Ministry of Environment's groundwater licensing

allocation decisions (Associated 2016). **Appendix A** provides brief summaries of the key technical studies completed since 2010 to support the Plan.

The Version 1.1 SWP has been developed using the scientific and technical information provided in these reports. The reports contain detailed descriptions of the watershed, summaries of the available information and key data gaps, and results of technical studies. The reports can be accessed on the RDOS website at the following link: <http://www.rdos.bc.ca/departments/public-works/similkameen-valley-watershed-study/>.

1.4 COMMUNICATION WITH THE COMMUNITY

Community engagement for the SWP began during the Strategy for a Sustainable Similkameen process where community members provided input on the strategy during several open houses and other public processes. Community interest in water supply, aquatic ecosystems, and climate change during development of that strategy was a key factor in the decision by the SVPS and RDOS to proceed with this Plan. The Plan TOR was then developed with the input of the local Stakeholder Advisory Committee.

Presentations on the findings of the Phase 1 and Phase 2 technical studies took place on several occasions between 2013 and 2016. These presentations included public events in Keremeos and Princeton in April 2016, at the South Okanagan Community to Community (C2C) Forum in 2015, the Keremeos Village Council in December 2015 (open to the public), and the RDOS Board in spring 2016. The RDOS and the consulting team had a booth at the Lower Similkameen Indian Band (LSIB) open house in fall 2016, and spoke with Chief Keith Crow, LSIB staff members, and community members about the SWP during the event.

The draft will also be posted on the RDOS website with an invitation for comment before the SWP is finalized.

1.5 STRUCTURE AND ORGANIZATION OF THE WATERSHED PLAN

This draft SWP is organized as follows:

- Section 2 provides a brief description of the biophysical, historical, and socio-community background to the Plan.
- Section 3 establishes the **goals, strategies, and actions** for the six components addressed by the Plan:
 - water supply and demand;
 - water quality;
 - ecosystem protection and restoration;
 - climate change adaptation and mitigation;
 - water contingency planning and response; and
 - community outreach and consultation.
- Section 4 describes a possible **governance framework** (draft) for implementing the SWP.

- Section 5 outlines the schedule for Plan implementation, including periodic review and update. The Plan is intended to be a living document that will be adapted as needed to address evolving water-related challenges.
- **Appendix A** provides a summary of the technical studies completed to support plan development.
- **Appendix B** is an overview of planning tools available to local governments in BC to enable water management and protection at a community scale.
- **Appendix C** provides a summary of governance models and regulatory requirements.

2 Importance of the Similkameen Watershed

2.1 INDIGENOUS PEOPLES' HISTORY AND PERSPECTIVES

Important Note: Discussions with the LSIB have been initiated regarding First Nations' rights and title and relationship with water. Once additional information is known, this section will be updated accordingly.

The Similkameen Watershed lies within the traditional territories of the Syilx peoples of the Lower Similkameen Indian Band (LSIB) and the Upper Similkameen Indian Band (USIB). The Syilx Water Declaration states: "Siwlk^w (water) is part of us and part of all life. Siwlk^w must be treated with reverence and respect. Our sacred siwlk^w connects and sustains all life." (Okanagan Nation Alliance 2014).

2.2 WATERSHED BIOPHYSICAL AND SOCIO-ECONOMIC SETTING

A watershed is an area of land within which all the surface water drains to a common point at its downstream limit, such as the mouth of a stream or river. In the case of the Similkameen River, the downstream limit is the point where it meets the Okanogan River, south of Osoyoos, B.C. in Washington State. The downstream limit of the Similkameen River watershed in B.C. is located about 19 km south of Cawston, BC, about 35 km upstream from the mouth (Figure 1-1). Within the Canadian portion of the Similkameen River watershed, riparian areas and wetlands provide water storage and filtration functions that support water quantity and quality, and conversely these ecosystems require a reliable supply of water. From a socio-economic perspective, agriculture, industry, residents, and general economic growth are dependent on a reliable supply of clean water. A healthy and functioning watershed can help support that supply.

The Similkameen Watershed is located within both British Columbia and Washington State, and is a tributary of the Okanogan River, which in turn is a tributary of the Columbia River. The Similkameen River is about 196 km long and its watershed area is about 9,270 square kilometres, with 7,600 km² in BC (82%), and 1,670 km² in the United States (18%). The Similkameen Watershed Plan area is limited to the Canadian portion of the watershed.

The watershed is in the rain shadow of the Coast and Cascade Mountains; the western section is cooler and moister while the southeastern section is warmer and drier. The climate across the entire watershed varies, but it is generally characterized by warm summers and cooler winters with a relatively even distribution of precipitation throughout the year. The watershed is in the Southern Interior Eco-province of

BC and has considerable ecosystem diversity. Biogeoclimatic zones in the watershed include Bunchgrass (BG), Ponderosa Pine (PP), and Interior Douglas-fir (IDF) in the valley bottoms, Montane Spruce (MS) and Engelmann Spruce-Subalpine Fir (ESSF) at higher elevations, and Alpine Tundra (AT) at the mountain peaks (MacKillop and Ehman 2016).

Flows in the tributary and mainstem streams in the Similkameen Watershed are supplied mainly by snowmelt. Annual peak flows commonly occur during the period from May to July during snowmelt, with discharge at Similkameen River at Hedley ranging from typically less than 15 m³/s during winter to more than 275 m³/s during the spring snowmelt period. The portion of the Similkameen River flow from groundwater discharge (baseflow) ranges from 2 m³/s near the east boundary of Manning Park, to 6 m³/s above the Tulameen River confluence, to 10.5 m³/s near Hedley, and to 11 m³/s at Cawston, just north of the Canada-U.S. border (Summit 2014).

The watershed area is home to an estimated 10,000 full-time residents and 3,000 part-time residents, based on the 2016 census. Based on recent trends, the population is expected to remain similar, or increase slightly from people moving to the area because of the high quality natural environment, acceptable cost of living, and rural lifestyle. In 2011, Copper Mountain Mine near Princeton reopened, creating jobs, and in 2015 the projected mine life was 17 years³. Other key economic drivers in the valley include agriculture, tourism and recreation, and forestry.

There is a well-established agricultural sector in the Similkameen Valley, of which cattle ranching is the largest component, followed by tree fruit and grape production. In the semi-arid climate of the Similkameen Valley, agricultural producers rely on irrigation, which makes agriculture the largest water user in the region. The demand for water for agriculture is highest from July through October, when flows are naturally low. The spatial extent of agricultural production will likely increase slightly in the next 10 to 50 years, but is limited by the arable land available and the proximity of this land to water supply.

Currently, water supply and use challenges exist in the valley, and local agricultural producers anticipate these issues will continue to exist as they do now or with more frequency because of water demand and supply, which will be exacerbated due to climate change. For example, the average annual temperature is projected to increase by about 1.9°C by the 2050s, while summer precipitation (when irrigation demand is highest) will fall by 13% (PCIC 2017). This reduced summer precipitation may be partly offset by higher precipitation in other seasons, but the range of possible effects is still unknown because less of the winter precipitation will fall as snow compared to the current situation.

2.3 REGULATORY AND TRANSBOUNDARY CONTEXT

The entire Similkameen Watershed lies in the traditional territories of the USIB and the LSIB. In the Similkameen Valley, several government jurisdictions play a role in developing, implementing, and enforcing water laws, bylaws, and policies. The watershed is under international (Canada/U.S.), federal, provincial, and local (RDOS, Rural Areas B, G, and H, Town of Princeton, Village of Keremeos, and

³ <https://www.cumtn.com/projects/copper-mountain-mine/summary/>

irrigation and improvement districts) jurisdiction. In the watershed, there are six irrigation and improvement districts that operate under the authority of the BC *Local Government Act*⁴, as well as several community water systems. The major Acts, Regulations, and Bylaws governing water use are outlined below in Section 4.

Like all rivers that cross the Canada-U.S. border, the Similkameen River is subject to the the 1909 Boundary Waters Treaty, which provides mechanisms for settling disputes. Although the Similkameen Valley is part of the Columbia River Watershed, there are no existing or proposed water management requirements for the Similkameen River in the Columbia River Treaty. In 2014, the Government of British Columbia announced that it would like to work with the Government of Canada to continue the Columbia River Treaty and seek improvements in negotiations with the United States (Province of British Columbia 2017). In 2016, the U.S. Department of State decided to proceed with negotiations to modernize the Treaty. The Columbia River Treaty Review Area does not include the Similkameen Watershed.

The only transboundary water instrument that specifically refers to the Similkameen River is the Order of the Osoyoos Lake Board of Control (established by the International Joint Commission [IJC] that manages the operation of Zosel Dam, which controls the level of Osoyoos Lake). Backwatering of the Okanagan River when the Similkameen River is in flood is one of the events that trigger a requirement for the dam operator to maintain specified lake levels. The Order does not compel any action by water licence holders within the Similkameen Watershed.

To summarize, there are no U.S. laws or international agreements that specify minimum flows at the Canada-U.S. border. However, if a major diversion was planned in Canada, it could result in an assessment by the IJC under the 1909 Boundary Waters Treaty. One of the potential benefits of the SWP is that it provides an overall framework for watershed management, and will aid discussions with the federal and state governments of the United States.

2.4 WATER SUSTAINABILITY CHALLENGES

The people of the Similkameen Valley are acutely aware of the importance of water, and of its role in the ecological, economic, and cultural life in the valley, and have expressed concern about how climate change and social-economic trends could affect water and the values and services it provides. Over the course of Plan development, several key themes have emerged. Table 2-1 lists the key issues and challenges that have been identified through community discussions and the Phase 1, 2, and 3 technical investigations. While some of the issues and management challenges have existed for many years (e.g., irrigation demand in late summer, water quality related to mining), the future prospect of a changing climate is driving many of the challenges that are to be addressed by the SWP.

⁴ Cawston Irrigation District (CID), Fairview Heights Irrigation District (FHID), Keremeos Irrigation District (KID), Similkameen Improvement District (SID), Hedley Improvement District (HID), and Allison Lake Improvement District (ALID).

Table 2-1
Water management issues and challenges in the Similkameen Valley

Watershed Management Issue	Challenges
Water supply for agriculture	Climate change effects could constrain the agricultural sector in the watershed and hurt the agricultural economy, and create the potential for conflict with other water users.
Environmental flow needs	The streamflows needed to support fisheries and other forms of aquatic life have yet to be set in the Similkameen Valley, creating uncertainty for planning for other uses.
Water quality for aquatic life	Water quality in the main Similkameen River is currently good, but there are several stresses on water quality that warrant attention. Little is known about current water quality and ecological health of lakes.
Fisheries	The Similkameen Watershed provides habitat for fish, which have ecological, recreational, and economic value. Fish populations are key indicators of watershed health, and may be sensitive to development and climate change.
Riparian function	Riparian and wetland ecosystems are dependent on a consistent water quality and supply, and they have the function of mitigating the impacts of drought, flooding, and poor water quality. They also support the biodiversity of the region. Forestry, industrial, agricultural, and urban development all have impacted these resources in the past, and have the potential to do so in the future unless these activities are properly managed.
Flood hazard and risk	The frequency, timing, and severity of floods are all expected to change with climate change, but floodplain mapping is out of date.
Drought risk	The frequency and severity of droughts has and is likely to continue to increase with climate change.

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Watershed Management Issue	Challenges
Groundwater resources	The SWP technical studies and recent work by the BC Government have expanded knowledge of groundwater resources, but additional investigations of aquifer capacity and groundwater-surface water interaction are needed to determine how to sustainably manage groundwater.
Economic development	Uncertainty over water supply could constrain economic development. Conversely, insufficiently planned development may have unforeseen effects on water quantity and quality.
Governance and responsibility for water	Water and watershed planning is currently shared among multiple jurisdictions, with insufficient coordination.
Loss of local control over water resource management	Policies set by the federal or provincial governments may not consider the unique attributes of the Similkameen Watershed. In addition, water supply and aquatic habitat could be affected by decisions made in the United States or through international agreements.
Regulatory uncertainty	The regulations under the <i>Water Sustainability Act</i> are relatively new, and additional regulatory tools are still in development.
Uncertainty over the magnitude and timing of climate change	The climate is changing, and the hydrology of the Similkameen watershed is changing with it. However, there is uncertainty over the magnitude and rate of hydrological change.

3 Water Planning Direction and Actions

This section describes how watershed and water sustainability challenges will be addressed by the SWP. The six components considered in this draft plan are: water supply and demand, water quality, ecosystem protection and restoration, climate change adaptation and mitigation, water contingency planning and response, and community outreach and consultation. The planning measures are presented in a three-level hierarchy:

- **Goal statements** are based on the purpose of the plan, which is to provide long-term direction and actions necessary to achieve its overall mission, *to preserve and protect the quality and health of the Similkameen Watershed*. Goal statements are presented for the six components of watershed management in Sections 3.1 to 3.6, based on the terms of reference for the SWP set by the SVPS.
- **Strategies** are high-level directives to work towards achieving goals, and provide context for actions.
- **Actions** are measurable tasks that can be assigned to specific government agencies or working groups. Specific responsibilities are to be determined after the governance structure for plan implementation has been set (Section 4).

Figure 3-1 illustrates the linkages between the Goal Statements, Strategies and Actions.



Figure 3-1
Relationship of Planning Goals, Strategies and Actions

3.1 WATER SUPPLY AND DEMAND

3.1.1 Key Issues and Goal Statement

Residents, farms, and businesses in the Similkameen Watershed use groundwater and surface water for irrigation, domestic, livestock watering, industry, storage, and recreation purposes. Water use is highest in the valley bottom, where most agricultural land is found and most people reside. A key concern identified from stakeholder input early in the planning process is that current water use may not be sustainable with future economic and population growth and climate change. Subsequent studies (Phase 2) based on existing conditions suggested that the Keremeos Creek and Allison Creek sub-basins are at highest risk for inadequate water supply, followed by the reach of the Similkameen River between Keremeos and the International Border. The other tributaries and reaches of the main river were determined to have a lower risk of insufficient water based on current land use.

Future water availability, considering climate change and anticipated trends in the agricultural sector, was also assessed in Phases 2 and 3. Key findings from those studies include the following:

- Currently, water use challenges exist in the valley, and local producers anticipate these issues will continue in the future due to increased pressures on water supplies.
- Based on research and input from local agricultural producers, reduced pressure on water supply is possible through conservation practices and more efficient water use by agricultural operations. However, future projections indicate that the combination of reduced streamflows from mid-July through September and increased agricultural demand (because of warmer temperatures, less summer precipitation, and a longer growing season) could significantly constrain surface water supplies.
- There are good estimates of the volume of water used by water suppliers in the watershed, but less is known about water use in areas that are not serviced by a water utility.

Prior to 2016, only surface water use was regulated in BC, and little was known about groundwater use. With the new *Water Sustainability Act*, groundwater users⁵ now require a water licence. Groundwater and surface water in the valley are connected, and groundwater pumping of aquifers that are hydraulically connected to streams can reduce the amount of available surface water and groundwater. Therefore, groundwater and surface water should be valued and managed as a single resource in the Similkameen Watershed.

Balancing water supply and use while considering the effects of future climate change, the role of water in land use and economic development, and the protection of the ecological functions provided by water relies on good scientific, socio-economic, and governance information.

GOAL STATEMENT 1: Long-term sustainability of water supply for human uses and economic development will be achieved by management of both water supply and water demand, considering Indigenous perspectives and the needs of aquatic ecosystems.

⁵ Licenses are now required for all groundwater users except domestic water users extracting 2,000 L/day or less.

3.1.2 Strategies and Actions

Strategy WS1 – Promote an ethic of water stewardship and conservation to all sectors and support drought management planning

Action WS1a	Promote irrigation efficiency in agriculture through a mixture of technology and best management practices. A cost-benefit analysis of water conservation improvements will be completed as an initial step in determining how such a program would be implemented.
Action WS1b	Promote efficient water use and conservation throughout the watershed to non-agricultural sectors through communication and outreach. The Official Community Plans and bylaws of the local governments in the watershed will include measures to conserve water.
Action WS1c	Collaborate with the BC Agriculture & Food Climate Action Initiative to develop a Similkameen-specific <i>Farm Water Planning Toolkit</i> (i.e., farm specific planning for water management strategies). Make the toolkit available to all farms and ranches.
Action WS1d	Work with the OBWB to adapt the BC Water Use Reporting Centre tool to include the Similkameen watershed. The tool would be used to collect and report on water use by water suppliers and other large surface water and groundwater users. Expand the system, as needed, to incorporate other water users.
Action WS1e	Promote and support the development of drought management plans (including drought response plans) by the major water suppliers in the Similkameen watershed.

Strategy WS2 – Use scientific and traditional Indigenous use information to make informed decisions for sustainable water management, and be at the forefront of new water supply information/policies

Action WS2a	Complete an Environmental Flow Needs (EFN) assessment on the mainstem and major tributaries within the Similkameen Watershed. Such an assessment will clarify the water available for withdrawal from surface water sources without risking or harming aquatic life and aquatic ecosystem function. Specific priority locations for setting EFN flow regimes shall be established as soon as possible. These should include the Keremeos Creek and Allison Creek sub-basins, and the lowest part of the Similkameen River downstream of the Keremeos Creek confluence. Other priority locations should be identified through engagement with Indigenous knowledge keepers and other fisheries specialists.
Action WS2b	To support the EFN study, investigate water use and surface water/groundwater interaction in the high priority sub-basins listed in WS2a. These areas have the highest concentration of wells, and effects of groundwater pumping on streamflows are not well understood.

Action WS2c	Work closely with the provincial, First Nation, and federal governments to harmonize information collection, storage, management, and dissemination to support decision-making for groundwater licensing under the <i>Water Sustainability Act</i> .
Action WS2d	Continue to use the Agricultural Land Use Inventory and the Agricultural Water Demand Model as a tool to assess current and future water use. Working with Agriculture and Agri-Food Canada (AAFC) and Ministry of Agriculture, update the inventory and model about every 5-7 years beginning in 2018 to ensure that land use information is up to date and that new climate change projections are included.
Action WS2e	Working with FLNRO, surface water and groundwater licences should be compiled in a readily accessible database (within the overall SWID ⁶) for use by utilities, water purveyors, water and fisheries managers, stakeholders, and the public; while managing confidentiality issues.
Action WS2f	Once the process of licensing existing groundwater wells is complete, confirm the status of existing surface water and groundwater licences through data analyses and interviews. The primary objective of this action is to improve the information base on water infrastructure, licensing, and use; which will lead to improved water allocation decisions and management.
Action WS2g	All proposals for groundwater extraction that would require a licence under the WSA shall be supported by a Technical Assessment where applicable under the provincial guidelines. The technical assessments must consider potential effects on surface water and effects on other water uses and values. All the resulting technical assessment reports will be collected into SWID.

Strategy WS3 – Monitor trends in streamflow and groundwater levels to support water management decision making

Action WS3a	Proactively engage with federal agencies (Water Survey of Canada, International Joint Commission) to confirm the importance of ongoing monitoring and to determine long-term streamflow monitoring plans, and identify target sites for additional monitoring. The priority additional sites identified in the technical studies are: 1) Similkameen River at the Canada-U.S. border to document cross-border flows, 2) Keremeos Creek to enable monitoring of this sensitive area, 3) Similkameen River at Keremeos Creek (reactivation), and 4) Allison and/or Hayes Creeks.
Action WS3b	Work with the province to augment the provincial Observation Well Network (specifically, re-activate the discontinued Observation Well in Princeton) and continue to monitor groundwater levels in the wells. In future, if large groundwater withdrawals are planned

⁶ Similkameen Watershed Information Database (SWID).

	for aquifers where an observation well is not located, meet with the Province to discuss installing an observation well.
Action WS3c	Develop a watershed-specific Similkameen Integrated Hydrometric Data System (SIHDS) as a data repository for storing, managing, and disseminating streamflow information obtained by various agencies and private firms in the watershed. It can be based on the IHDS developed by the OBWB for the Okanagan and linked to SWID.
Action WS3d	To augment the provincial Observation Well Network, look for opportunities to monitor water levels in new higher capacity wells (e.g., 6 inches in diameter or larger) by installing automated water level recorders or sounding tubes (for manual readings). In addition to adding to the database of water levels and well capacity, this will enable an improved understanding of groundwater-surface water interaction.

Strategy WS4 – Expand knowledge on water supply and demand in the Similkameen Watershed and address data gaps to improve decision-making

Action WS4a	Evaluate options for water storage and water supply redundancy to prepare for drought years when groundwater and surface water extraction could be constrained. This should be considered at all spatial scales, from the farm to the watershed, and begin with a desktop assessment of existing and previous dam locations, and sites with storage licences.
Action WS4b	Complete a detailed surface water-groundwater interaction assessment within the Keremeos Creek sub-basin and enable ongoing monitoring. Keremeos Creek has documented occurrences of zero flows and fish kills near its mouth, and experiences notable water demand pressures. The study will likely require installation of a new observation well and hydrometric station in the lower portion of the Keremeos Creek sub-basin.
Action WS4c	Work with the provincial government to complete more detailed mapping of Aquifer #259 to improve understanding of spatial variations in aquifer characteristics. This will enable water to be managed at a more practical scale and help stakeholders and the public better understand groundwater resources.
Action WS4d	Update the water availability and risk review (Phase 2 – Water Availability Study) with new water use information as it becomes available (specifically BC groundwater licensing information, water use in the U.S. portion of the watershed, and water rights data).
Action WS4e	Periodically assess trends in groundwater levels in the Provincial Observation Well Network to determine whether groundwater levels are increasing, declining, or remaining steady.

3.2 WATER QUALITY

3.2.1 Key Issues and Goal Statement

Previous studies have indicated that the water quality of both groundwater and surface water is relatively good, with few parameters exceeding relevant guidelines. While the quality of the Similkameen River at Princeton and near the international border is well understood, less information is available for tributaries and lakes. Groundwater quality was assessed at select locations along the Similkameen Valley in 2016, but there are little historical data for comparison.

Groundwater and surface water throughout the Similkameen Watershed is used for drinking, irrigation, livestock watering, industry, and recreational activities, and surface water supports aquatic and terrestrial plants and animals in the region. Having a reliable source of clean water is vital to protect human health, the ecological function of the watershed, and the local economy (tourism and agriculture).

Managing water quality presents several challenges. Contamination can arise from point sources (i.e., single, identifiable locations) or cumulatively from non-point sources (i.e., multiple diffuse sources over an area). Detecting contamination requires continuous monitoring, and remediating contamination is difficult. The best approach is to take actions to reduce the likelihood of contamination and increase awareness of preventative measures. Some key concerns for water quality in the Similkameen Watershed are:

- Agriculture is prevalent throughout the watershed and can be a significant non-point source of contaminants such as nutrients (e.g., nitrogen and phosphorus) from fertilizers and animal manure.
- Other non-point sources include improperly installed or maintained septic systems, old mine sites that are not actively managed, and stormwater from developed areas and transportation corridors.
- Point sources such as municipal wastewater systems and operating mines are regulated by the provincial and federal governments, and are individually operated to protect downstream water quality. However, the cumulative effect of point sources could become an issue if streamflows change in response to climate.

GOAL STATEMENT 2: Protect water quality (surface water and groundwater) to minimize risks to human health and protect the ecological function of the Similkameen Watershed.

3.2.2 Strategies and Actions

Strategy WQ1 – Industry and government will commit to water quality protection practices that meet or exceed regulations and currently accepted best practices, and reflect the unique characteristics of the Similkameen Watershed

Action WQ1a	Maintain an up-to-date list of permits and authorizations for point-source discharges to the aquatic environment and to ground by industry, government, and commercial operations. House the list in SWID.
Action WQ1b	Develop Source Water Protection Plans for all community water systems (both surface water and groundwater sources) that do not yet have one completed. The plans shall be developed following the BC Source-to-Tap guidelines.
Action WQ1c	Compile information on identified risks to water supplies from the individual Source Water Protection Plans. Harmonize the protection and mitigation strategies to maintain consistency throughout the watershed.
Action WQ1d	Review existing emergency response plans and upgrade as necessary to reflect this commitment to high quality protection practices.
Action WQ1e	Compile available groundwater quality data from various sources (e.g., private, municipal, industry) into SWID.

Strategy WQ2 – Control non-point source pollution through a combination of regulatory and non-regulatory tools

Action WQ2a	Promote best management practices for nutrient management in the agricultural sector. Work with agricultural associations on education and awareness of the potential impacts of agriculture on water quality. Promote implementation of Environmental Farm Plans and Nutrient Management Plans for farm and ranch operations.
Action WQ2b	Promote responsible pesticide use throughout the Similkameen Watershed. Include a pesticide scan in the analysis of water collected during late summer by the Canada-BC water quality monitoring program.
Action WQ2c	Promote and adopt best practices for on-site wastewater (septic) system design, operation, and maintenance. This will augment the requirements of the BC <i>Sewerage System Regulation</i> .
Action WQ2d	Work with the forest tenure holders in the watershed to promote and use best practices in forest harvesting, road planning, and operations. Encourage regular updates to Watershed Assessments to inform the Forest Stewardship Plans for

sub-basins with streams that are fish-bearing and/or provide water for domestic use.

Strategy WQ3 – Monitor water quality to assess trends and potential threats

Action WQ3a	Continue the Canada-British Columbia Water Quality Monitoring Program at the two existing stations on the Similkameen River. Work with Ministry of Environment and Environment Canada to complete detailed water quality status and trend assessment reports every five years beginning in 2020.
Action WQ3b	Once per year, review and summarize the monitoring data from the two Canada-BC surface water stations on the Similkameen River. Compare with provincial water quality guidelines and Similkameen River Water Quality Objectives. Prepare and publish a brief “Water Quality Update” report each year, written for a general audience.
Action WQ3c	Encourage the Government of British Columbia to increase the water quality sampling frequency at observation wells within the watershed to once per year, including at the discontinued observation well in Princeton. Include the results in the “Water Quality Updates” (WQ3b).

Strategy WQ4 – Expand knowledge on water quality in the Similkameen Watershed and address data gaps to improve decision-making

Action WQ4a	Complete a one-time study on the health of tributaries and lakes throughout the watershed. Some lake inventory work was completed in the 1980s, but an update is needed.
Action WQ4b	To improve knowledge of groundwater quality throughout the watershed, develop a groundwater monitoring program in cooperation with the Province, which should retain responsibility for the Observation Well Network (Action WQ3c). Use the updated aquifer mapping from WS4c to inform program design.

3.3 ECOSYSTEM PROTECTION AND RESTORATION

3.3.1 Key Issues and Goal Statement

The Similkameen Valley is part of a unique region of Canada, recognized provincially and nationally as a biodiversity “hotspot” for the richness and rarity of species and habitats, many of which are sensitive to human disturbance. A high proportion of the species and habitat in the valley are iconic to the Southern Interior, and are designated as at risk (i.e., endangered, threatened, or special concern) by the governments of BC and Canada.

Sensitive ecosystems include riparian, wetland, and aquatic habitat. They have been mapped for portions of the Similkameen watershed, but other areas remain unmapped. Riparian areas and wetlands function to store water, providing flood and drought resilience. They filter water and provide locally unique habitat, increasing the overall biodiversity of the region. The valley bottom riparian ecosystems stretch along extensive areas of low elevation valley and form corridors. There are four main wetland ecosystems in the Similkameen area: marshes, swamps, wet meadows, and shallow open water. Wetland and riparian habitat in the South Okanagan-Similkameen currently occupies approximately 4% of the land base (Summit 2014).

The sensitive ecosystems most affected by human development include grasslands, low elevation forests, wetlands, and riparian areas. Since the beginning of European settlement, there has been a long history of ranching, commercial orchard and field crop production, vineyard/winery operations, and rural home developments with the attendant stream and landscape changes, affecting wetlands and riparian areas. While about one-third of the cottonwood-dogwood floodplain vegetation area along various streams has been lost, there are many existing riparian deciduous forests, riparian meadows, and wetlands.

Aquatic habitat in the Similkameen Watershed is dependent on a high quality and reliable water supply, and riparian vegetation is an interconnected component of that habitat. The Similkameen River has always experienced relatively low fish productivity due to low nutrient levels, limited spawning habitat, low late-summer water flows, and anchor ice, which causes scouring of some creek and river beds in winter. Due to riparian vegetation removal along streams and rivers, fish habitat has been impacted by human land use, including urban and agricultural activities and forestry, railway, and highway development.

GOAL STATEMENT 3: Protect and rehabilitate the aquatic, wetland, and riparian ecosystems in the Similkameen Watershed.

3.3.2 Strategies and Actions

Strategy EPR1 – Protect riparian and wetland areas	
Action EPR1a	Identify and prioritize protection of riparian areas and wetlands based on the ecosystem and other services provided from these natural resources.
Action EPR1b	Establish a Wetlands and Riparian Working Group that includes LSIB, USIB, provincial agencies, the ranching community, forestry firms, and “at large” community members (Section 4 – Governance). The working group will develop and implement a riparian and wetland management and restoration strategy (also applies to Action EPR2a).
Action EPR1c	Work with local government to take an ecosystem-based approach to planning. Continue to use <i>Keeping Nature in Our Future: A Biodiversity Conservation Strategy for the South Okanagan-Similkameen</i> as a guiding document for planning.
Action EPR1d	As part of community outreach (Section 3.6), continue to provide information (e.g., website, community meetings) to increase the awareness of the importance of riparian areas and wetlands and their functions, and how to protect them.
Action EPR1e	Use Development Permits for Environmentally Significant Areas, or other land use planning tools that include wetlands, to avoid direct effects on wetlands and ensure that development that occurs near wetlands is appropriate.
Action EPR1f	Expand sensitive ecosystem mapping to include all the Similkameen Watershed, which will include wetlands and riparian areas.
Strategy EPR2 – Restore high priority riparian areas and wetlands	
Action EPR2a	As part of a riparian and wetland management strategy, identify riparian areas and wetlands that have been degraded or destroyed, and set priorities for restoration. This action will build on previous work done LSIB and others to restore riparian areas and wetlands.
Action EPR2b	Look for opportunities to collaborate with other initiatives to restore and create riparian areas and wetlands; for example, the National Conservation Plan and BC Wildlife Federation funding for wetland restoration, and Canadian Wildlife Service initiatives related to species at risk.
Action EPR2c	Incorporate wetland restoration and creation into the flood and drought resiliency program (Section 3.5).

Strategy EPR3 – Protect and enhance aquatic habitat	
Action EPR3a	Work with the Government of British Columbia to set policies, guidelines, and rules regarding motorized vehicle recreation in and near wetlands, streams, lakes, and riparian areas to avoid ecological damage.
Action EPR3b	Work with forestry firms and other land managers to establish riparian reserve areas and management zones that meet or exceed the minimums specified in the <i>Forest Planning and Practices Regulation</i> . Look for opportunities to enhance riparian areas in temperature-sensitive streams to build resiliency to climate change.

3.4 CLIMATE CHANGE ADAPTATION AND MITIGATION

3.4.1 Key Issues and Goals

Climate change in the Similkameen Watershed is predicted to lead to warmer annual temperatures, earlier springs, longer growing seasons, and less rainfall in summer. Droughts are expected to occur more often in the future. Droughts increase risk of wildfire, and insect and disease infestation on already stressed terrestrial ecosystems. Low water flows during summer may also impact fish and water quality in the Similkameen Watershed. Fish require a certain amount of flowing water, and cold water fish (such as trout) cannot tolerate warm water temperatures. Increased water temperatures and decreased water levels can also reduce a stream's ability to dilute nutrients, ions, and metals.

Conversely, there will be increased risk of flooding because of increased weather variability in future. In addition, warmer temperatures in winter may also cause mid-winter thawing, which could increase the risk of ice jams and subsequent flooding.

Overall, potential threats of climate change include the following:

- Increased risk of flooding,
- Increased stress on available water supply,
- Impacts on fish and water quality from reduced summer/fall flow and warmer water temperatures,
- Increased wildfire risk, and
- Increased risk of tree disease, and invasive species and insect infestation.

Recognizing that climate change is a notable threat to aquatic and terrestrial ecosystems in the watershed (and built environments), adaptation and mitigation considerations are progressively increasing in urgency and importance as drivers for decision making.

GOAL STATEMENT 4: Human and natural systems in the Similkameen Watershed will become more resilient to climate change, and climate change mitigation and adaptation policies and procedures will be used in land and water use decision-making.

3.4.2 Strategies and Actions

Strategy CC1 – Mitigation: Implement policies and plans that reduce greenhouse gas emissions and promote carbon sequestration

Action CC1a	Work with the agricultural sector to promote sustainable agricultural practices such as soil conservation (e.g., low or no-till), restoration of degraded soils, and appropriate nutrient and manure management.
Action CC1b	Land use planning by local governments and First Nations should include measures to conserve energy and minimize greenhouse gas emissions.
Action CC1c	Promote reforestation of public lands affected by mountain pine beetle and wildfire.

Strategy CC2 – Adaptation: Understand the risks (and the components of risk) to natural and built environments from climate change and develop appropriate responses

Action CC2a	Move promptly to implement the Actions under Strategy WS1a (Section 3.1).
Action CC2b	Local governments should develop climate change adaptation plans as recommended under the Contingency Planning component (Section 3.5).
Action CC2c	Collaborate with the Climate Action Initiative (BC Agriculture and Food) to provide support to individual producers to implement runoff and erosion management, and to strengthen cooperative runoff / erosion management on individual watercourses.
Action CC2d	Local governments should develop a FireSmart program to reduce the risk of interface fires. Wildfires are a major greenhouse gas source and have potentially adverse effects on water quality, so this program will do more than protect lives and property.
Action CC2e	Water licensing decisions (both surface water and groundwater) shall consider the most up-to-date climate change projections.
Action CC2f	Continue to monitor key climate variables that drive climate change and affect aquatic and terrestrial resources in the watershed.

3.5 WATER CONTINGENCY PLANNING AND RESPONSE

3.5.1 Key Issues and Goals

Within the Similkameen Watershed, water supply is determined by rain and snowfall and the storage capacity of reservoirs and aquifers; as such, drought conditions and water shortages are a major concern that could escalate in the future. During dry years, water suppliers impose conservation measures to ensure that both human and environmental needs are met. However, with increased populations and water demands projected for the future, water providers will likely need to continue to augment their water supplies through additional surface and groundwater withdrawals, upland reservoir and mainstem lake storage, and management. Increasing water withdrawals and storage could impact environmental flow needs, downstream water licences, and water availability to all users. During wet years, flooding can threaten water system infrastructure, damage properties, and lead to water quality issues.

With climate change, extreme weather events such as droughts and floods will likely occur more frequently. These events can have wide-scale impacts on local communities, ecosystems, and economies. Good planning measures are crucial for mitigating impacts and ensuring sufficient, safe water supply to meet basic human and aquatic ecosystem needs, and clear lines of communication are needed to ensure the public is informed of risks in a timely and effective manner.

As part of water quality protection, it is important that accidental releases of contaminants be avoided, and that there be a timely response to any accidental release that does occur. Examples include motor vehicle accidents involving dangerous goods (e.g., Highway 3 runs close to the Similkameen River mainstem through much of its length), breaches of containment dams or dikes at industrial and agricultural operations, and power outages at treatment facilities. Although the annual likelihood of such events is low, the consequences are potentially serious.

Recognizing the importance of good planning, the RDOS is in the process of developing a Drought and Flood Risk Management and Mitigation Plan. The first phase of that plan includes completing a gap analysis to identify high-priority information deficiencies, providing guidance for community coordination and management decisions, and supporting the integration of the plan into local plans, policies, bylaws, and best management practices. Many of the recommended actions presented below are a result of that first phase, which is currently underway.

GOAL STATEMENT 5: The Similkameen Valley will become more resilient to drought, floods, and environmental emergencies by developing appropriate risk management and response plans.

3.5.2 Strategies and Actions

Strategy E1 – Prepare for drought conditions on a watershed scale by helping local water systems develop plans and assessing economic impacts of drought

Action E1a	Build a watershed Drought Management Team, made up of individuals familiar with the water systems and water use sectors and First Nations, to help effectively manage and communicate drought risk throughout the large geographical area of the watershed. Use information provided within <i>Dealing with Drought – A Handbook for Water Suppliers in British Columbia</i> as guidance.
Action E1b	Work with the larger water users/systems to develop a specific Drought Management Plan for their system, if not already in place. This action can be supported by the Drought Management Team.
Action E1c	Develop a small water system information database that includes the system location and contact information. Identify which water systems have historically been, or are currently, at risk from water shortages and whether the systems are adequately prepared for drought. This information can also be used to begin to build a database to capture the frequency of drought events, associated impacts, and mitigation measures.
Action E1d	Evaluate the economic impacts of drought to the user groups (e.g., wine makers, farmers, golf courses) that have a heavy reliance on access to water. This will help long-term planning and help identify what type of management strategies are needed.

Strategy E2 – Identify areas at high risk for flooding and undertake steps to reduce risk and mitigate impacts through planning

Action E2a	Update provincial floodplain mapping for the Similkameen Watershed, which was last completed in the 1980s by the Province. The update should make use of the most recent federal and provincial government guidelines and incorporate local and current climate change projections.
Action E2b	Develop a Floodplain Management Plan on a watershed scale. This can be done in a phased approach to first identify areas of higher risk before completing further assessments at a local scale. Include a communication strategy to identify a clear chain of communication under flood conditions, consistent with emergency response procedures.
Action E2c	Create a database on flood events, flood damage, and flood mitigation to capture information on historical and future flood events in the Similkameen Watershed. The database will identify or confirm watercourses and areas consistently subject to flooding, and help focus future flood hazard assessments and floodplain mapping exercises, and inform future land development decisions.

Action E2d	Within the same database (E2c), develop a list of dam owners and their emergency contact information, as well as a list of unregistered dams. Compile all dam failure emergency preparedness plans into the database, and provide it to all emergency responders.
Action E2e	Confirm the number and ownership of dikes within the Similkameen Watershed (using Provincial information). For any dikes listed as having no Local Authority, confirm ownership with the Province to clarify maintenance responsibility and liability for a dike breach.
Strategy E3 – Ensure that Emergency Response Planning throughout the watershed has a unified approach with efficient and clear lines of communication	
Action E3a	Ensure that all water systems that are required to have an Emergency Response Plan (as per the <i>Drinking Water Protection Act</i>) have developed such a plan.
Action E3b	Develop a regional communication strategy for emergency response, including flooding, drought, and environmental emergencies, to identify communication protocols between the RDOS (who acts as the Emergency Operations Centre for the watershed) and local emergency response teams.
Strategy E4 – Flood and Drought Risk Reduction Strategies will include Wetland and Riparian Area Conservation and Restoration	
Action E4a	Flood and drought risk reduction strategies will be coordinated with the ecosystem protection and restoration strategies (Section 3.3). Wetlands serve to retain water and promote groundwater recharge. Functional riparian areas contribute to the strength of stream banks and reduce the velocity of overbank flows.

3.6 COMMUNITY OUTREACH AND CONSULTATION

3.6.1 Key Issues and Goals

For a watershed management plan to be successful, it must be developed and implemented by the key players, working in a collaborative way with stakeholders and the public. Many of the recommended actions in the SWP will require adoption by various groups and organizations who will ultimately play a fundamental role in watershed sustainability. To achieve this support, an effective communication plan is needed to provide relevant technical and non-technical information to members of the public, First Nations, stakeholders, and decision makers; and to receive information from these groups. This is a key part of one of the SWP's key objectives, to promote an ethic of water conservation throughout the watershed.

A communication plan outlines how the information going out will be disseminated and how information coming in from public and stakeholders will be used. Communication activities must occur on an ongoing basis. The communication plan should:

- Provide an understanding of the watershed and the importance of water conservation;
- Provide an understanding of the effect of best management practices on the ecosystem and biodiversity;
- Collect input on the recommendations in the watershed management plan and specific areas of concern; and
- Promote effective communication between stakeholders and residents.

GOAL STATEMENT 6: Increase understanding and support for watershed management measures and encourage public engagement by providing important information to stakeholders, decision makers, and the public in an effective and timely manner.

3.6.2 Strategies and Actions

Strategy C1 – Build community awareness for the importance of watershed sustainability and improve understanding of the ecological functions of the watershed	
Action C1a	Establish a Communications Working Group with a stable annual budget to confirm and refine the communications policy established by the SWP terms of reference. The Communications Working Group will set and carry out an annual plan each year. Membership will include representatives from the Stakeholder and Technical Advisory Committees, a communications specialist, and at least one at-large member.
Action C1b	Establish a stand-alone website for the SWP, independent of the RDOS or other government sites. Augment the website with a presence on social media, including but not necessarily limited to Facebook and Twitter. The website will provide access to the Similkameen Watershed Information Database (e.g., reports, backgrounders, research papers), promote events, publish a regular newsletter, and provide water conservation advice. In addition, practical matters, such as the requirement to registers wells before March 2019, should also be communicated out on a regular basis.
Action C1c	Maintain an up-to-date database of groups and individuals with an interest in water sustainability and related issues. Develop a list of those that would like to receive regular communications. Provide hard-copy newsletters and other key information to those that prefer this format.
Action C1d	Communication and education initiatives should emphasize the message that surface water and groundwater are “one resource.” The Working Group will determine other core messages.

Action C1e	Hold annual public events that include opportunities for community input and structured discussion on water issues. Have a booth or other presence at community events (e.g., fall fairs, sporting events).
Action C1f	Make effective use of traditional media (e.g., local newspapers and radio), as these sources are important for many community members. Make use of public libraries, community centres, and Band halls to provide information and obtain input.
Action C1g	Periodically review the effectiveness of the Communication strategies and actions listed in the SWP, and adjust as needed to optimize community engagement.
Strategy C2 – Promote open and effective communication between agencies that are responsible for watershed and land use management	
Action C2a	The SWP will be widely distributed to natural resource, environmental, and planning government agencies, and staff will be added to SWP mailing lists to provide regular updates.
Action C2c	Communicate with and seek opportunities to become part of regional, provincial, or national-scale water and climate change initiatives (e.g., Climate Action Initiative, BC Agriculture and Food). Maintain regular dialogue with stakeholders and governments in the U.S. portion of the Similkameen Watershed.
Strategy C3 – The Similkameen community will be provided regular updates on the status of SWP Strategies and Actions	
Action C3a	Progress reports on the Actions in the SWP will be provided to the community on a regular basis.

4 Draft Governance and General Implementation Framework

4.1 INTRODUCTION

The TOR for the SWP identify that there is currently no governance structure in place to implement the Plan. Governance is a process of decision-making and of holding decision-makers to account. The *Water Sustainability Act* envisions the potential that watershed governance could be delegated to local watershed organizations, either in the form of a Water Sustainability Plan or in another form. The SWP is intended as a non-regulatory plan (i.e., it is not subject to the requirements and constraints of a Water Sustainability Plan). Accordingly, there is flexibility to develop a governance approach that reflects local needs and interests.

At present, the authority for water-related decisions is distributed among local, regional, provincial, and federal governments. Decisions are not always made in consultation with affected parties. A new Similkameen-based governance model is needed to overcome these weaknesses in the current approach to water-related decision-making, and establish a vehicle for promoting the long-term health of the watershed in an inclusive, collaborative environment. To achieve this goal, the relevant stakeholders and rights holders in the watershed need to come to agreement on an appropriate form of governance, and choose a model that reflects the parties, interests, and issues relevant to the watershed. The chosen governance model would have to be formally accepted by the Province.

In developing this SWP, initial steps towards an appropriate governance model for the Similkameen Watershed were taken. First, research was conducted to identify legislation relevant to water management in the watershed, and to identify the attributes of other relevant watershed plans and governance approaches (Section 4.2 and **Appendix C**). Second, recognizing the importance of early and adequate engagement with local First Nations, the LSIB was contacted to provide perspectives on a future governance model. Stakeholders were then surveyed (Section 4.3) to gain their perspectives on governance. Based on the information compiled, suggestions on the desired attributes of a future governance model are provided (Section 4.4), and next steps towards development of the model are recommended (Section 4.5).

4.2 RESEARCH ON RELEVANT LEGISLATION AND OTHER WATERSHED PLANS

Legislation relevant to watershed management in the Similkameen Watershed, along with relevant watershed planning and governance approaches used in BC and elsewhere, are identified and summarized in Appendix C.

Key relevant legislation includes:

- *Water Sustainability Act*
- *Drinking Water Protection Act*
- *Riparian Areas Regulation*
- *Environmental Management Act*

- *Federal Fisheries Act.*

There are many examples of watershed planning and governance in BC that are relevant to the Similkameen Watershed. Key example watersheds are the:

- Okanagan Basin
- Kettle River
- Cowichan Valley
- Nicola River
- Shuswap River.

4.3 INFORMATION GATHERING

4.3.1 Overview

This section presents a summary of a process of information gathering that was used to inform recommendations on an ongoing process of designing an appropriate governance approach for the Similkameen. The steps were as follows:

- A list of potential water governance stakeholders was assembled with the assistance of the SVPS;
- The LSIB was contacted with a request to appear before Chief and Council to discuss potential governance options and a governance role for the LSIB;
- A governance survey was developed;
- The survey was sent to the LSIB;
- The survey was sent to potential water governance stakeholders; and
- Results were compiled (Table 4.1) and used to identify key governance concepts.

4.3.2 Governance Survey

A survey was developed to gain perspectives and ideas to inform the next steps in developing an appropriate governance structure. The survey questions were as follows:

1. Can you describe a vision for what good water governance would look like?
2. Does it make sense to manage water at the scale of the entire Similkameen River watershed, or should the geographic scope be something different? If so what alternatives are there?
3. How much autonomy and authority should a governance committee or Board have?
4. Who should have representation on a governance committee or Board.
5. Who should be consulted on development of a governance model for the Similkameen?
6. Do you know of any governance models in use in BC or elsewhere that would have relevance in the Similkameen watershed? If so, which ones?
7. Can you list any broad governance principles that you think should be adopted for the Similkameen?
8. How should the work of a governance board be funded?

Surveys were sent to several organizations considered by SVPS to be potentially interested in influencing watershed governance or in having a leadership role in watershed governance. In addition to obtaining

information relevant to developing an appropriate governance structure, the survey was intended to help identify parties with an interest in influencing the ongoing work of developing a watershed governance approach. Surveys were sent to the following organizations:

1. Lower Similkameen Indian Band
2. Regional District of Okanagan Similkameen
3. Town of Keremeos
4. Town of Princeton
5. Keremeos Irrigation District
6. Fairview Heights Irrigation District
7. Cawston Irrigation District
8. Copper Mountain Mining Corporation
9. Similkameen Winery Association
10. British Columbia Cattlemen's Association
11. Princeton Golf Club
12. Certified Organic Associations of BC
13. Hedley Improvement District
14. A representative of conventional growers
15. A&G Farms.

Surveys were returned by the Hedley Improvement District, the Keremeos Irrigation District, and the Mayor of Keremeos (in his personal capacity). Some other organizations elected to not respond to the survey, while indicating an interest in participating in future watershed governance discussions. Survey responses are listed in Table 4.1.

**Table 4-1
Governance survey questions and responses**

Question	Responses
Can you describe a vision for what good water governance would look like?	<ul style="list-style-type: none"> • Well-funded • Appropriate to ensure the objective of a sustainable watershed • Governance should be led by local agencies • Guided by strategic and operating plans that include meaningful performance measures and that are broadly accepted by rights holders and other stakeholders • Regular consultation with, and reporting to, all stakeholders • Priority needs to be the preservation of water quality and quantity in the watershed • Education on water issues should also form an integral part of the mandate
Does it make sense to manage water at the scale of the entire Similkameen River watershed, or should the	<ul style="list-style-type: none"> • Yes • There could be special focus on management of areas of special interest, e.g., Nickel Plate Mine, Copper Mountain Mine, Tulameen River, Ashnola River • Recognize that activities have an influence downstream

geographic scope be something different? If so what alternatives are there?	
How much autonomy and authority should a governance committee or Board have?	<ul style="list-style-type: none"> • Total autonomy and authority, apart from budget allocation and appointment of Board members • Full accountability • Mostly local with provincial oversight <p>Autonomy and authority depend on the type of water board and how it is financed</p>
Who should have representation on a governance committee or Board?	<ul style="list-style-type: none"> • Whatever makes sense to most effectively achieve the objectives (mix of expertise and experience) • Local government elected representatives (including First Nations), relevant industry representatives (e.g., mining, farming), water suppliers • Water rights holders (through water suppliers) • The Board should set up mechanisms to ensure that it hears from all stakeholders as appropriate • A Board and committees comprised only of stakeholders or only of elected representatives would not be ideal
Who should be consulted on development of a governance model for the Similkameen?	<ul style="list-style-type: none"> • POLIS • Relevant BC government departments • Water purveyors • All other water user groups who have a direct interest in water • Local government elected representatives (including First Nations), relevant industry representatives (e.g., mining, farming), water suppliers • Public (through open houses)
Do you know of any governance models in use in BC or elsewhere that would have relevance in the Similkameen watershed? If so, which ones?	<ul style="list-style-type: none"> • OBWB • The combination of Greater Vernon Water and OBWB • Coquitlam • Respondents pointed to the governance literature, including recent reports produced by the POLIS Project on Ecological Governance, the Fraser Basin Council, the Canada Water Network, University of British Columbia, and University of Victoria
Can you list any broad governance principles that you think should be adopted for the Similkameen?	<ul style="list-style-type: none"> • Emphasize ecological sustainability • Collaborative approach • First Nation involvement • Consultation with all water users is pivotal to establish common goals • Good research to underpin decisions, sourced in the most efficient way • Transparent, accountable, inclusive • Apply programs consistently throughout the watershed

How should the work of a governance board be funded	<ul style="list-style-type: none">• Local taxation• Federal, provincial, and regional district funding and grant programs• Other funders such as the Real Estate Foundation of BC• Funding should be sustainable
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While there is a diversity of opinions on several of the survey topics, there are some consistent threads, which are summarized in Section 4.4.

4.4 GOVERNANCE PRINCIPLES FOR THE SIMILKAMEEN

Typical watershed governance in BC has been applied in a top-down manner by federal and provincial governments, with little representation or consideration of the rights or interests of Indigenous peoples, and limited representation by organizations affected by decisions of the governing body. These approaches have often led to fragmented and overlapping jurisdictions (e.g., inconsistencies between water-related Acts and Regulations, local governments not being able to control activities in upland areas of a watershed), resource limitations, a lack of trust, a lack of accountability to those affected by decisions, and a lack of communication.

More recently, however, water governance is becoming more inclusive and more collaborative, and more respectful of the rights and interests of Indigenous peoples. Local agencies and First Nations are requesting and demanding a stronger role in watershed governance. These changes have been documented by academic and research institutions in BC, including the University of British Columbia, the University of Victoria, and the POLIS Project on Ecological Governance. Though water management continues to be a provincial responsibility, the *Water Sustainability Act*, passed in May 2014, envisions delegating aspects of watershed governance to bodies other than the Government of British Columbia.

Another recent driver of change has been the historic June 2014 *Tsilqot'in* decision by the Supreme Court of Canada, which clarified that Aboriginal rights and title can't be ignored, and that First Nations must be involved at a strategic level in decisions that affect their territories. It ascribed ownership rights to Aboriginal peoples—in particular, rights to determine how land will be used, rights to economic benefits from the land, and rights to proactively manage the land. The Similkameen Watershed is unceded First Nation territory.

Benefits of these more modern collaborative approaches include improved knowledge-sharing, increased respect for different perspectives and viewpoints, stronger community contribution to and acceptance of decisions, stronger trust and better relationships between water organizations, reduced conflict, and increased ability to create locally-appropriate solutions.

Based on an understanding of the evolving nature of watershed governance in BC, and of the benefits associated with modern watershed governance principles, and based on the governance survey responses listed in Section 1.3, the following concepts should form a foundation for future watershed governance in the Similkameen Watershed:

- A process of continued consultation with a wide variety of parties is needed to choose an appropriate governance structure, which must ultimately be acceptable to key parties with rights and interests in the Similkameen Watershed.
- There are relevant governance models in watersheds close to the Similkameen Watershed that could be drawn from for guidance, as well as recent publications such as “A Blueprint for Watershed Governance in British Columbia,” published by the POLIS Project on Ecological Governance in 2014.
- The most appropriate geographic scope of the governance entity is the entire watershed of the Similkameen River within Canada.
- Decisions of the governance entity should recognize that surface water and groundwater are connected, and that upstream areas are connected to downstream areas.
- Decisions of the governance entity should be made with consideration of the basin in its entirety, with the ability to apply focus on one or more smaller units within the basin as needed.
- Decisions should be based on learning and principles of adaptive management.
- First Nations and local agencies such as water suppliers and local government should have a strong role in providing leadership to a governance entity, along with other levels of government, and potentially the private sector.
- The governance model could either be: 1) a “co-governance” structure with leadership shared equally by Indigenous and non-Indigenous organizations; or 2) “collaborative”, in which all organizations including First Nations have an equal level of authority and responsibility.
- Financial and human resource capacity limitations to First Nation participation should be considered.
- Decision-making should accord equal respect for Indigenous knowledge and perspectives and for Western science and expertise.
- Governance processes should respect both the system of colonial laws and regulations and Indigenous water law and water stewardship principles, in particular the Syilx Water Strategy, the principles of which will have been incorporated into the SWP.
- A governance entity would:
 - be enabled by legislation;
 - be broadly accountable and report regularly to its members, the residents of the watershed, and possibly the enabling body;
 - have a defined mandate and level of authority;
 - have established and well understood relationships between the governing entity and other agencies with authority to manage water in the watershed;
 - function in an inclusive and collaborative manner;
 - be informed by good information and science; and
 - engage in communication and outreach.
- A governance entity would be well funded; likely a combination of stable base funding through taxation (e.g., local taxation or through provincial water use fees) and project-specific funding.
- The governance entity would hire staff as needed to provide for the long-term operational needs of the organization, and establish working groups as needed to deliver specific actions in support of the SWP.

- The governance entity would have a defined role in dealing with transboundary issues affecting the Similkameen Watershed, including future proposals to manage water in the U.S. portion of the basin that could affect Canada, and the renegotiation of the Columbia River Treaty.

4.5 NEXT STEPS IN DEVELOPING AN APPROPRIATE GOVERNANCE STRUCTURE

Additional steps must be completed before a successful governance model can be identified and adopted for the Similkameen Watershed. The following next steps should be completed in pursuit of a governance model:

- Successfully engage the LSIB and USIB to make specific contributions to this draft Plan, including to the governance recommendations.
- Modify the draft Plan as needed to include Syilx principles and practice.
- Convene First Nations and key agencies to agree on governance principles.
- Agree on the organizations to be represented in a leadership role in a governance entity, and describe the mandate, role, and objectives of a governance organization.
- Agree on the desired level of delegated authority and request such delegation from the Province of British Columbia.
- Determine how to incorporate both Indigenous and non-Indigenous organizations into the governance model (i.e., will it be a collaborative model in which First Nations have a role like other organizations, or will Indigenous and non-Indigenous organizations share the leadership equally?).
- Achieve agreement on the governance approach and structure from all the key parties.

Then complete the following steps, once the governance model has been identified:

- Identify and secure long-term stable funding to enable and support the ongoing work of the watershed governance entity, and allow it to leverage this stable financial support to attract external funding for activities and projects undertaken in support of the SWP.
- Enable the governance entity through appropriate legislation.
- Establish strategic and operational plans, including plans for communication and outreach, and the mechanisms to provide accountability.

While these steps towards a governance structure are being completed, working groups should be created to initiate and complete some of the actions identified in the SWP (see Section 5.2). This can be carried out under the leadership of the SVPS, RDOS, LSIB, or other entities.

5 Implementation Schedule, Periodic Review and Update

5.1 GENERAL FRAMEWORK, REGULATORY CONTEXT, AND SCHEDULE

The Similkameen Watershed Plan is intended to be a “living document”, one that is regularly updated to adapt to new or changing watershed management issues and needs. A watershed and the communities within it are dynamic, changing over time. In addition, the regulatory framework for water and climate change management in British Columbia is evolving. The initial set of regulations under the *Water Sustainability Act* only came into effect in February 2016, and some adjustments are likely. Furthermore, the Government of British Columbia has indicated that it will “initiate work on other policies and regulatory components required to fully implement the *Water Sustainability Act*, including those related to: water objectives, water sustainability plans, measuring and reporting, licence reviews, designated areas, dedicated agricultural water; and alternative governance approaches” (Government of British Columbia 2017).

The SWP implementation schedule will depend on the governance approach to watershed management that is selected following community engagement, including with LSIB (Section 4), and on available budgets. As of the date of this draft report, the general sequence of events are anticipated to be:

- Upon completion of the draft report, present the project and Draft Watershed Plan to the Board
- Community engagement and selection of a preferred governance model
- Finalize the initial SWP (Version 1.1)
- Organize committees and working groups
- Begin implementation of Strategies and Actions
- First annual progress report and open house

Given the on-going *Water Sustainability Act* roll-out in the next few years, the first review and update of the SWP should be completed in the fall of 2019 to capture the anticipated regulatory changes. The outputs of this first SWP review would be a “State of the Watershed Report” as well as the updated SWP document. Subsequent updates, with State of the Watershed reporting, would be completed every five years. The periodic reviews should include an evaluation of the effectiveness of the SWP in achieving water sustainability in the Similkameen watershed.

5.2 RECOMMENDED WORKING GROUPS

As specified in Section 3, several Working Groups will be established to be responsible for implementing the Actions. They will also provide a practical forum for information sharing and identification of issues and solutions. The recommended working groups are:

- Water Suppliers/Agriculture,
- Riparian and Wetland,
- Environmental Flow Needs and Fisheries,
- Drought Management Team, and

- Communications.

The specific membership of each of these Working Groups will be determined later, but they could include representatives of government agencies, First Nations, industry, local community groups, and “at large” community members.

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Appendix A – Summaries of Technical Studies

PHASE 1 STUDY

The objective of the Phase 1 Study⁷, which was completed in January 2014, was to research and compile the available baseline information needed to support the development of the Similkameen Watershed Plan (SWP). The tasks completed as part of the Phase 1 Study included the following:

- describing the Similkameen watershed;
- developing a searchable information database of available reports and data;
- assessing the available information for key watershed planning components (streamflow, groundwater, lakes and wetlands, climate change, water quality, fish and fish habitat, etc.);
- assessing information gaps and recommending technical studies needed to support the planning process;
- developing a preliminary communication plan to support the planned public consultation process; and
- preparing eight 'Backgrounder Reports' on water issue topics to support public and stakeholder engagement.

The search for existing information built on the 2011 Scoping Study and included searches of government databases, other on-line databases, and contacts with persons and agencies working in the watershed. The following points summarize the information available at the time of reporting (2014) for key aspects of watershed planning:

- **Streamflow (Water Quantity):** The number of streamflow monitoring stations (hydrometric) is above average for BC and the stations are well distributed throughout the watershed. In total, 12 Water Survey of Canada hydrometric stations are active in the Similkameen River watershed.
- **Water Demand and Use:** A total of 831 current licences have been issued on streams, springs, and lakes within the Canadian portion of the Similkameen River watershed. Most of the main water suppliers within the Similkameen River watershed hold surface water licences; however, based on available water use records, most water suppliers are currently using groundwater for supply. Outside of water use information provided by water suppliers, the Agricultural Water Demand Model (AWDM) developed by the BC Ministry of Agriculture and Agri-Foods Canada provides estimates of agriculture (including both crop irrigation and livestock watering) water demands (by surface and groundwater) on a property by property or watershed basis for the Canadian portion of Similkameen River watershed.
- **Groundwater:** There are three active groundwater level observation wells monitored by the BC government with "real time" data – Cawston (Well #203), Mt. Kobau (Well #264), and Keremeos (Well #75). There are data for four other observation wells, but they are no longer actively monitored. Beyond the basic water level monitoring, data analyses and reporting to date has been

⁷ Similkameen Watershed Plan: Phase 1 Report. Prepared for the Regional District of Okanagan-Similkameen and Similkameen Valley Planning Society by Summit Environmental Consultants Inc. January 2014. Available on the RDOS's website at: <http://www.rdos.bc.ca/departments/public-works/similkameen-valley-watershed-study/>

focussed on a few specific water supply systems (Keremeos, Princeton, and Olalla). No valley-wide assessment of groundwater-surface water interaction has been completed.

- **Lakes, Wetland and Riparian Areas:** There is a good set of information on fish stocking, fish populations, and fish habitat for key angling lakes in the Similkameen Valley; however, limnological data (e.g. water quality, plankton) on these lakes are quite limited. Within the habitat atlas and sensitive ecosystem inventory, there is a small amount of information about wetlands and riparian areas. However, this information focusses on the warmer and drier parts of the watershed and information about higher elevations areas in the Similkameen watershed is lacking.
- **Climate and Climate Change:** There is relatively good understanding of the climate throughout the Similkameen River watershed, based on the current climate (10 stations) and snowpack monitoring (6 stations) network as well as now discontinued stations. However, there is considerable bias in the climate monitoring towards lower elevations locations where most development is concentrated. In addition, recent climate change modeling by the different organizations⁸ is directly applicable to the Similkameen River watershed. Overall, the region is predicted to warm, and annual precipitation is predicted to increase. However, late fall, winter and early spring flows are forecast to be greater; while late spring, summer and early fall flows will be smaller
- **Water Quality:** There is a very good set of water quality data for the mainstem of the Similkameen River and for Hedley Creek, and a reasonable amount of information for the Tulameen River and Ashnola Creek. Less is known about water quality in tributary streams and in lakes. The relative abundance of Similkameen River data is due to its status as an international river and because of monitoring that was and is carried out related to mining and municipal wastewater discharges.
- **Fish, Fish Habitat and Instream Flows:** Concerns have been expressed since the 1980s over the effects of summer low flows on fish. Although low flows and warm water temperatures natural limit fish production and survival, water withdrawals have been thought to exacerbate this situation. Detailed analyses of in-stream flow needs for fish have not been completed for the Similkameen River, although the Ministry of Environment completed a screening analysis of the Similkameen-Boundary region to identify and prioritize streams considered to be flow-sensitive for fish. The results indicate that most streams in the Similkameen are considered flow-sensitive for fish.
- **Species at Risk:** There is a reasonable amount of information regarding the evaluation of important habitats to species at risk, habitat inventory and ecosystem mapping, and species at risk profiles for the South Okanagan and Lower Similkameen valleys. In addition, there is detailed sensitive ecosystem and species at risk information available for Area H (Rural Princeton). The inventories and mapping in the lower part of the watershed have typically been completed as part of the assessments for the South Okanagan, so there is not a single document that addresses the Similkameen watershed in its entirety.

⁸ The University of Victoria's Pacific Climate Impacts Consortium, the University of Washington's Climate Impacts Group, and Agriculture and Agri-Foods Canada.

- **Traditional Use:** There is some information on traditional ecological information related to water resources and fish in the public domain, but little is specifically known about the Similkameen watershed. It is understood that the Lower and Upper Similkameen Indian Bands have accumulated a body of information on traditional knowledge and values, but the methodologies for sharing this information with other organizations have yet to be established.
- **Land Use and Economic Development:** Watershed planning documents include general BC, local government and First Nations guides as well as primers and toolkits relating to water conservation and management. A few Similkameen-specific planning documents related to groundwater and agriculture water demand provide background information for specific water issues.
- **Planning for Flood and Drought:** Ministry of Environment has published floodplain maps for the Keremeos-Cawston area and for the Princeton Areas. Floodplain mapping has not been completed outside of these areas. The maps show that area that can be expected to flood once in every 20 years and once in every 200 years (the designated floodplain limit). These maps were last updated in 1995. There has been high-level drought management planning for the BC Southern Interior, but a watershed-specific drought management plan is not in place for the Similkameen Valley.
- **International Waters and Treaty Obligations:** A variety of documents have been identified that address international waters and treaties. However, few have direct application to the Similkameen River. The International Osoyoos Lake Board of Control Order of Approval under the International Boundary Waters Treaty, primarily guides management Osoyoos Lake but considers how the Similkameen River influences Osoyoos Lake management. Another document⁹ indicates that the establishment of the Columbia River Treaty did not lead to the settlement of other water issues and elaborates on Similkameen River flood control as one example. Additional documents related to trans-boundary management of water in the Columbia and Similkameen include the Columbia River Treaty, the Pacific Salmon Treaty, and *International Rivers Improvement Act*.

The Phase 1 study showed there were several information gaps that needed be addressed to support water management decision-making in the Similkameen Valley. The gaps were ranked according to their priority for action (High, Moderate, and Background), as follows:

- high priority gaps are those that should be addressed in the short term since the information is needed to support the first version of the SWP;
- moderate priority gaps will provide information important for future decision making, but can be deferred until the first version of the SWP has been completed; and
- background priority gaps will provide a more detailed understanding of watershed characteristics, but do not presently constrain water management to a significant degree.

⁹ Agreements and Aftermaths: The British Columbia-Washington State Boundary. January 2013. Wilbur G. Hallauer. Canadian Water Resources Journal, Volume 4, Issue 3.

The high and moderate priority information gaps are summarized in the following table. Most of the high-priority studies have been carried out since the Phase 1 report.

Table A-1 Information Gap Priority Summary from Phase 1 Study

Number	Description	Priority Rating*	Schedule Rating**	Completed as of 2017
WSD-1	Set Planning Scenarios for Population, Economic Development, and Climate	H	2	Yes (Phase 3)
WSD-2	Assessment of Water Availability and Risk of Inadequate Supply	H	1	Yes (Phase 2)
WSD-3	Review Storage Option and Preliminary Feasibility Assessment	M	2	No
WSD-4	Additions to the Water Quantity Monitoring Network	B	3	No
GW-1	Review and update aquifer mapping	M	2	No
GW-2	Groundwater-Surface Water Interaction	H	1	Yes (Phase 2)
GW-3	Reconnaissance-level groundwater quality inventory	M	2	Yes (Phase 3)
WQ-1	Surface Water Quality Status and Trends Analysis	H	1	Yes (Phase 3)
WQ-2	Reconnaissance Survey of Water Quality in Selected Tributary Streams and Lakes	M	2	No
F-1	Updated Overview Report on Fish and Fish Habitat in the Similkameen Watershed	H	1	No
F-2	Instream Flow Needs Assessment	H	3	No
RW-1	Establish Riparian Areas & Wetlands Working Group to identify and map restoration work completed to date and set priorities for further assessment and restoration.	M	2	No
RW-2	Desktop Inventory of Riparian Areas and Wetlands	M	2	No

Number	Description	Priority Rating*	Schedule Rating**	Completed as of 2017
TEK-1	Work with LSIB, USIB and ONA to assemble, review and summarize traditional ecological knowledge, cultural information, and field studies related to water and aquatic/riparian habitats.	H	2	In progress
SE-1	Economic Sector Business Projections to 2050	H	2	No
SE-2	Research Planning Tools for Water Conservation	H	2	Yes (part of SWP)

* Original Phase 1 priority ratings: H – High; M – Moderate; B – Background

** Original Phase 1 schedule ratings: 1 – Within 6-12 months; 2 – Within 24 months; 3 – As resources allow.

PHASE 2 TECHNICAL STUDIES

Upon review of the Phase 1 study, RDOS decided to move forward to fill three of the high-priority information gaps to continue development of the SWP. These included:

1. Assessment of water availability and risk of inadequate supply;
2. Groundwater – surface water interaction; and
3. Status and trends analyses of existing water quality data.

The results from the Phase 2 studies¹⁰ are summarized below.

Assessment of Water Availability and Risk of Inadequate Supply

The objective of the Water Availability and Risk of Inadequate Supply Study was to compare available surface water supply to current and projected future water use. This was completed by:

- estimating the natural (i.e., without water extraction) flow in the Similkameen River watershed at various locations (outflows of 10 sub-basins);
- comparing the AWDM results against records of actual water use obtained during the Phase 1 study;
- identifying three scenarios that incorporate climate change predictions, changes in agricultural land use, and changes in water conservation technology that are realistic for the Similkameen River watershed; and
- using the AWDM to predict the future agricultural water demand for each scenario.

Risk of Inadequate Supply – Current Conditions

¹⁰ Similkameen Watershed Plan Phase 2: Water Supply, Quality, and Groundwater-Surface Water Interaction Technical Studies. January 2014. Prepared for the Regional District of Okanagan-Similkameen by Summit Environmental Consultants Inc. June 2015. Available on the RDOS's website at: <http://www.rdos.bc.ca/departments/public-works/similkameen-valley-watershed-study/>

The results were used to complete a water supply availability risk review for current conditions. Risk was defined as the inability of a surface water resource to provide the necessary volume of water to meet human requirements (using median conditions and a monthly timescale). The risk ratings were:

- *Low* for Similkameen River above the Tulameen River Confluence, Tulameen River, Hayes Creek, Similkameen River near Hedley, Hedley Creek, and Ashnola River;
- *Moderate* for Similkameen River at the International Border; and
- *High* for Keremeos Creek and Allison Creek.

Risk of Inadequate Supply – Future Conditions

Three scenarios were selected to investigate future water demands and risk within the Similkameen River watershed using three climate models and the AWDM. The scenarios were selected to assess how different combinations of future climate conditions and potential land use and crop type changes could influence water demands in the future (2011-2070). The comparisons were completed for the Canadian portion of the Similkameen River watershed and for the Keremeos Creek sub-basin to provide a total watershed and sub-basin perspective, respectively. The scenarios were:

1. **Scenario A** – Climate change only (i.e., no change to existing agricultural land base or irrigation type);
2. **Scenario B** – Climate change and expanded irrigated area (i.e., add irrigation to all existing and non-irrigated lands in the AWDM, plus potential agricultural lands); and
3. **Scenario C** – Climate change and changing crops (i.e., agriculture land base stays the same but 2% of currently irrigated non-grape land base is converted to grape crops). This scenario was intended to illustrate how climate change would interact with a change in agricultural use to affect water demand. It was provided only as an example of what could happen if agricultural land-use changes, and was not an actual prediction.

The results were as follows:

- Under Scenario A, the annual agricultural water demand is predicted to increase by approximately 16-28% for the entire watershed and 12-20% for the Keremeos Creek sub-basin between the period 2011-2070.
- Under Scenario B, the annual agricultural water demand is predicted to be 16% greater for the entire watershed and 5% greater for the Keremeos Creek sub-basin in comparison to climate change alone.
- Under Scenario C, the annual agricultural water demand is predicted to be less than in Scenarios A and B for the entire watershed by 2% and 16% between 2011-2070, respectively, and for the Keremeos Creek sub-basin by 3% and 7% between 2011-2070, respectively.

Summary of Results and Recommendations

Overall, the Water Availability and Risk of Inadequate Supply Study indicated that an increase water demands are predicted for the future and that this could impact water availability in the Canadian portion of the Similkameen River watershed and corresponding sub-basins. With increased water demand in the future, and warmer, dry summers, water supply availability could decrease and result in water shortages occurring more frequently than what are already being observed.

Several recommendations were also provided to improve the understanding of water supply availability and risk. These recommendations were addressed in Phase 3 (such as developing future water demand scenarios to support long-term growth strategies) or incorporated into the actions presented in the SWP (such as completing detailed groundwater-surface water interaction assessments and completing an environmental flow needs¹¹ [EFN] assessment).

Groundwater – Surface Water Interaction

The objective of the Groundwater – Surface Water (GW-SW) Interaction Study was to review existing stream flow, water use, and groundwater data to characterize GW-SW interaction and assess whether there is evidence of groundwater withdrawals affecting streamflows. This was completed by:

- identifying the locations along the Similkameen River where GW-SW interactions likely occur and have implications for water management;
- plotting the existing Ministry of Environment Observation Well groundwater level data against Water Survey of Canada (WSC) streamflow data from the nearest stations to determine if there are any linkages and the nature of the linkages;
- reviewing the available water quality data from the Similkameen River and shallow groundwater wells to assess the potential for a GW-SW linkage; and
- developing recommendations for follow-up studies, as necessary, to quantify GW-SW interaction in areas where there is sufficiently high groundwater use to potentially affect surface water flows.

The main results of the GW-SW interaction investigation are summarized as follows:

- The Similkameen watershed is made up of mountainous terrain with steep valley walls and narrow u-shaped valley bottoms. The valley bottoms are made up of high permeability sand and gravel aquifers. The sand and gravel aquifers beneath the valley streams appear to be hydraulically connected to those streams.
- The magnitude of the total streamflow compared to total water withdrawals were assessed as a first step in determining whether groundwater use would significantly affect streamflows. The results indicate that in the Similkameen watershed, groundwater use is generally small compared to flow in the main streams in nine of the ten sub-basins. The exception was the Keremeos Creek sub-basin.
- Statistical trend assessments show that that groundwater levels decreased slightly over the period of record in the three observation wells: Well #75 in Keremeos (since 1963), Well #203 in Cawston (since 1977), and Well #220 in Princeton (between 1977 and 2000). During the same periods, precipitation did not decrease, suggesting that the slight decrease in groundwater levels was likely not related to climate and may have been a result of groundwater withdrawals exceeding the rate of groundwater recharge. However, the groundwater level records since 2000 indicate flat to slight increasing water level trends, which suggests that groundwater withdrawals may be reaching more sustainable rates reflecting more efficient irrigation methods, crop changes to those that use less water, or land use changes.

¹¹ Environmental Flow Needs (EFN) is the volume and timing of water flow required for the proper functioning of the aquatic ecosystem of the stream.

- Despite the indication of sustainable rates of groundwater use since 2000, the overall data record indicates that the aquifers in this part of the watershed are sensitive to groundwater use, and that an increase in groundwater extraction could again cause a decline. Additional investigations are needed to confirm this and to develop quantitative estimates of changes in groundwater levels.

Several recommendations were also provided to improve the understanding of GW-SW interaction in the watershed. A key aspect is to consider groundwater and surface water as a single source of water in the valley bottom, where there is agricultural land use and where most people reside. Other recommendations included additional studies to assess GW-SW interaction in key areas, detailed aquifer mapping, developing EFNs, and expanding the Ministry of Environment Observation Well Network. These recommendations were incorporated as actions in the SWP.

Status and Trends Analyses of Existing Water Quality Data

The objective of the Water Quality Study was to summarize water quality conditions (using available data) throughout the watershed and to determine if water quality is changing over time (i.e., getting better or worse). Water quality data and streamflow data from two long-term water quality monitoring sites (at Princeton and the International Border) were compared to BC water quality guidelines and statistical trend analysis was used to determine whether concentrations or flow levels are changing over time. Water quality from upstream locations (Princeton) were also compared with downstream locations (near Hedley and the International Border) to assess whether water quality changes downstream. Lastly, water quality data were compared upstream and downstream of the wastewater treatment facilities in Princeton and Keremeos.

Generally, the results confirmed that there is a good amount of water quality data for the Similkameen River mainstem, but less is known about water quality in tributaries (other than Hedley Creek and, to a lesser extent, the Tulameen River) and in lakes. The main results of the water quality assessment are summarized as follows:

- The findings of the water quality guideline comparison of the Princeton and International Border sites were like those found in other studies. When the 95th percentile concentrations were compared to guideline and objective levels, relatively few exceedances were found. The parameters that did exceed guidelines at one or more sites included water temperature, pH, fecal coliforms, colour, dissolved oxygen, several total metals (aluminum, chromium, copper, iron, and manganese), and strong acid dissociable cyanide.
- The water quality is generally similar between the sites at Princeton, Hedley, and the International Border. The main difference noted was the International Border site, which had higher average concentrations of several metals.
- Increasing concentrations (statistically significant) over time were found for total nitrogen, total dissolved nitrogen, and turbidity at both the Princeton site and International Border site, pH at the International Border site, and arsenic at the Princeton site. However, the magnitude of the trends was small and the results may be affected by the lack of consistent sampling interval. Conversely, statistically significant decreasing trends (i.e. decreasing concentration over time) were found for several metals including arsenic (International Border site only), aluminum, copper, iron, and zinc.

- Average monthly streamflows do not appear to be changing at the International Border site. At the Princeton site, a very slight downward trend was found; however, downward trends were not observed during the late summer months when water demand is at its highest and in-stream flow needs for fish are most likely to be constrained.
- The water quality upstream and downstream of the wastewater treatment facility outfalls in Princeton and Keremeos is similar, indicating these operations are not affecting water quality after mixing. The only parameter showing a statistically significant downstream change was nitrate+nitrite-N at Keremeos.
- The water quality of Hedley Creek at the monitoring point downstream of the Nickel Plate mine is also generally good. The 95th percentile concentrations of analyzed parameters were generally within guideline levels except for strong acid dissociable cyanide, which exceeded the Hedley Creek Water Quality Objective and the BC drinking water guideline, and aluminum, which exceeded the Hedley Creek objective and BC aquatic life guidelines.

PHASE 3 AGRICULTURE TECHNICAL REPORT

The objective of the Phase 3 study, which was completed in early 2017, included the following main components:

1. Characterization of the future of agriculture in the Similkameen Valley over the period 2020-2050 to estimate future water demand and determine if water supply could constrain future agriculture opportunities.
2. An inventory of current groundwater use by agriculture, building on work done in Phases 1 and 2.
3. Estimating future agricultural water demand using modelling recently completed by Agriculture and Agri-Food Canada (AAFC) and new modelling to test the effectiveness of crop selection and water conservation on reducing agricultural water demand.
4. Characterizing irrigation groundwater quality based on a review of existing information and sampling of water from 10 wells on eight properties in the valley.
5. Outlining an implementation strategy for groundwater management by agriculture based on the results.

Future of Agriculture in the Similkameen Valley

To assess how water demand might change in the future and whether it may constrain agricultural opportunities, an understanding of how agriculture might change in the valley (under several future scenarios) was needed. The future of agriculture was evaluated by engaging with local producers, farm organizations, and government agricultural staff to better understand current practices and concerns around water use. As well, available information was reviewed specific to agricultural commodities currently grown in the valley including but not limited to beef, chicken, pork, tree fruit, wine grapes, and vegetables. There is currently a well-established agricultural sector in the Similkameen Valley that is dominated by cattle ranching, followed by tree fruit and grape production. The spatial extent of agricultural production will likely increase slightly in the next 10 to 50 years, but is limited by the arable land available and the proximity of this land to water supply. Currently, water use issues do exist in the valley, and local producers anticipate these issues will continue to exist as they do now or with more frequency because of water demand and

supply, which will be exacerbated due to climate change. Based on research and input from local producers, reduced pressure on water supply is possible through more efficient water use by agricultural operations. This could be implemented by adopting new technologies in irrigation management (e.g., changing to sprinkler types, monitoring soil moisture to determine irrigation needs for specific crop types, and/or using automated systems), implementing soil conservation measures to improve soil moisture holding capacity, and changing crops (e.g., changing from tree fruit to grape production). Grape production requires about half of the volume of water that tree fruit production and cattle ranching (forage and alfalfa) require.

Groundwater Use by Agriculture

The Phase 1 and 2 studies showed that there are good estimates of the volume of water used by water suppliers within the Similkameen watershed. However, there are agricultural areas throughout the watershed that are not serviced by a water utility and instead rely on individual groundwater wells. There are over 1,800 registered wells within the Similkameen watershed, and over 900 of those are found within the mapped boundary of the Similkameen Valley aquifer (Aquifer 259). The number of unregistered wells is unknown.

To address information gaps regarding water demand and use, and to assess private agricultural groundwater use by ranches and farms, we 1) confirmed the areas of the watershed not surveyed; 2) searched government databases to identify and tabulate all registered wells in non-services areas; 3) conducted in-person or over the phone interviews with growers to assess if there is a trend of moving from surface water to groundwater; and 4) confirmed with the Ministry of Agriculture that the 2008 ALUI included in the Agriculture Water Demand Model (AWDM) is the most current dataset.

Generally, the results of the interviews and screening exercise suggest that previous estimates of groundwater use by agriculture may be low, and that surface water use may be over-estimated. However, because groundwater and surface water in Aquifer 259 are hydraulically connected, whether the irrigation source is groundwater or surface water may not have a large impact on the overall water budget or on flows in the Similkameen River. As groundwater licensing moves forward under the *Water Sustainability Act* and groundwater use estimates are better defined, the total amount of extracted water could be over-estimated if land owners continue to keep their surface water licenses. Therefore, periodic updates of actual water use (as opposed to licensed water use) will be needed to support water management in the valley for the foreseeable future.

Estimates of Future Agricultural Water Demand

AAFC recently completed detailed modelling of future irrigation and livestock water demand in 17 regions of BC including the Similkameen Valley using the AWDM. Between 2000 and 2100, the irrigation water demand is expected to increase by 33% in the Similkameen Valley under the first greenhouse gas release scenario (representative concentration pathways; RCP4.5) and by 48% under the second (RCP8.5). The projected percent increases in water demand are somewhat less than neighbouring watersheds, reflecting differences in soils, crops, and irrigation practices. At present, not all the land that could reasonably be used for agriculture is being used in the Similkameen Valley. If irrigated agriculture were to expand into those

areas with suitable soils and proximity to water sources, the effect would be an increase in irrigation water demand of 31–32% under both RCP emission scenarios.

Building upon AAFC's work, the consulting team completed new modelling scenarios to evaluate the effectiveness of crop selection and water conservation techniques to adapt to climate change by reducing water demand. Modelling of the effects of four conservation methods (i.e., change in crops, improved irrigation system efficiency, overall better irrigation management, and improved soil management practices) shows that individually these methods would result in only a modest reduction in irrigation demand. The volume of water that could be saved would help offset the increased demand from climate change up until about the 2030s, but would increase not offset the increased demand beyond that. However, if all four conservation methods were adopted per the scenario that was assessed, the reduction in overall water demand would be significant at about 17-18%.

Groundwater Quality

Based on the results SWP Phase 2, little was known before 2016 about groundwater quality in aquifers in the Similkameen watershed. To address this data gap, Associated completed a review of the provincial water quality database to obtain existing data and identify areas without groundwater quality data, and completed a groundwater sampling program.

The results of the groundwater quality assessment indicate that the water quality in the unconsolidated aquifers is good. There were very few exceedances of applicable water quality guidelines, and those that were found to exceed (e.g., manganese, sulphate, TDS, and conductivity) are likely naturally occurring. Concentrations of key parameters that are associated with agricultural activities (e.g., nitrate, chloride, phosphorus) were relatively low, despite the prevalence of agriculture throughout the watershed. This may be because of the short residence time of the groundwater in the aquifer, which is believed to be freshly recharged and hydraulically connected to the Similkameen River.

Water quality was also relatively consistent spatially, with similarities in groundwater type noted between wells located near the U.S. border and wells in the Princeton area. Most of the wells are in the unconsolidated, freshly recharged aquifer. Small localized variations are likely due to either nearby human-caused sources or influences from the bedrock aquifers in the area.

Recommended Groundwater Management Strategy

The results of this technical assessment and preceding studies generally indicate that groundwater is now the main source of water supply for agriculture as both water purveyors and individual farms have moved away from surface water over the past 5-15 years, but most have not given up their surface water licenses. Other key findings include that the quality of groundwater poses few constraints on agriculture, and that there are gaps in our understanding of how the valley aquifers are recharged and how groundwater and surface water interacts, although it is clear that valley bottom Aquifer 259 is connected to the Similkameen River and the lower reaches of tributary streams. Based on these findings, groundwater management should be a priority for the SWP.

Understanding the regulatory framework for groundwater management is a key part of developing a strategy. Regulations or government guidelines that are applicable to groundwater management include the *Water Sustainability Act*, Groundwater Protection Regulation, the BC *Drinking Water Protection Act*, RDOS Subdivision Servicing Bylaw No. 2000, 2002, and a Groundwater Protection Plan being developed by the Village of Keremeos and the Keremeos Irrigation District. Also, understanding groundwater management issues is intrinsic to plan development. Issues in the Similkameen Valley watershed are related to water supply, groundwater quality, and environment and ecosystem functions.

Several recommendations regarding agricultural and groundwater use management were made as part of the Phase 3 Study. Many of the recommendations center around opportunities with the new *Water Sustainability Act* and highlight the importance of recognizing the connection between groundwater and surface water. Examples of the recommendations include assessing options for storage, looking for opportunities to conserve water, and completing further studies in key areas (such as the Keremeos Creek sub-basin). These recommendations were incorporated into the actions presented in the SWP.

REPORT

Appendix B – Planning Tools for Water Conservation

Education about water conservation for urban, rural and agricultural users is a proactive way to promote water conservation. This can be achieved through webinars, one-day or half-day workshops, website links and other means. Local governments can encourage community member sign-up for email notifications specific to information about responsible water use. The information sharing should include coordination with organizations with similar initiatives, such as the Fraser Basin Council, Okanagan Basin Water Board, and BC Agriculture and Food's Climate Action Initiative.

Policies and tools that can be used by local governments to encourage water-centric community design and development practices that maximize efficient water use and capture include, but are not limited to, the following¹²:

- Regional Growth Strategies (one was developed for the South Okanagan under RDOS, but the geographic boundaries do not include the Similkameen Valley);
- Regulatory bylaws such as watercourse protection bylaws and subdivision bylaws;
- Watershed and Well/Aquifer Protection Plans;
- Regional conservation strategies that identify land and water to be protected as ecological assets;
- Official Community Plans (OCPs). There are several tools within OCPs that can be used to protect water resources, including establishment of Development Permit Areas around all types of watercourses and associated habitats (consistent with provincial Riparian Area Regulation);
- Tax incentives for land conservation, brownfields redevelopment, and infill and low impact development;
- Liquid Waste Management Plans that address municipal wastewater, non-point source pollution, and stormwater in a single document;
- Zoning bylaws that promote high-density developments;
- Infrastructure funding directed to designated growth areas; and
- Leadership in Energy and Environmental Design (LEED) Green Building Rating System.

In addition to the above policies, there are planning tools specific to water conservation. These are being continually updated. Table B-1 outlines tools currently available, their source and a general purpose.

¹² http://www.obwb.ca/fileadmin/docs/osws_action_plan.pdf

Appendix B – Planning Tools for Water Conservation

Table B-1 Planning tools specific to water conservation

Name of Tool	Source	General Purpose
Dealing with Drought: Handbook for Water Suppliers	BC Ministry of Environment. 2016. Available at: http://www2.gov.bc.ca/gov/content/environment/air-land-water/water/drought-flooding-dikes-dams/drought-information	This handbook was prepared: 1) to provide proactive drought management goals to help prevent the onset of drought conditions, and 2) to assist and support water suppliers with assessing, planning, and responding to drought conditions and coordinating internal and external communications.
Develop with Care: Environmental Guidelines for Urban and Rural Land Development in British Columbia	BC Ministry of Environment, 2006 (available at http://www.env.gov.bc.ca/wld/documents/bmp/devwithcare/)	Provides province-wide guidelines for the maintenance of environmental values during the development of urban and rural lands. This would be compatible with the adopted Okanagan-Similkameen Environmental Conservation Service Bylaw No. 2690, 2016, which authorizes the Regional Board to establish an Environmental Conservation Service to undertake and administer activities, projects, and works that will include water, environment, wildlife, land, and habitat conservation efforts to protect natural areas within the Regional District.
Stormwater Planning: A Guidebook for British Columbia	Ministry of Agriculture and Lands and Environment Canada (available at http://www2.gov.bc.ca/gov/DownloadAsset?assetId=FA2C4B4B9B9F47F5981272B98894655D)	To provide a framework for effective stormwater management that is usable in all areas of the province.
Water Balance Model (an extension of the Stormwater Planning)	BC Water and Waste Association Water Sustainability Committee, 2004 (available at www.waterbalance.ca)	Evaluates the feasibility, affordability, and effectiveness of site level stormwater management solutions under different land use, soil, and climate conditions.
Comprehensive Drinking Water Source to Tap Assessment Guideline	BC Ministry of Health Services and the BC Ministry of Water, Land and Air Protection (available at http://www2.gov.bc.ca/assets/gov/environment/air-land-water/cs2ta-intro.pdf)	A tool to develop source protection plans that provides a structured and consistent approach to evaluating and managing risks to drinking water. It contains guidance for identifying hazards and vulnerabilities in the source to tap system, and assessing the risks they pose to human health and the sustainability of the water supply.

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Name of Tool	Source	General Purpose
Well Protection Toolkit	The Province of British Columbia, Environment Canada, and the British Columbia Ground Water Association (available at http://www.env.gov.bc.ca/wsd/plan_protect_sustain/groundwater/wells/well_protection/wellprotect.html)	A six-step approach for how a community can develop and put into place a protection plan to prevent well water contamination.
Groundwater Bylaws Toolkit (2009)	Okanagan Basin Water Board and partners (available at http://www.obwb.ca/fileadmin/docs/groundwater_bylaws_toolkit.pdf)	Presents the basic principles of groundwater science, outlines the jurisdiction for managing groundwater, and provides practical land use management tools for local government to protect groundwater.

Appendix C – Examples of Watershed Governance

Date: July 7, 2017 **File:** 2016-8063.000
To: Regional District of Okanagan Similkameen
From: Brian Guy and Nicole Penner
Project: Similkameen Watershed Plan
Subject: Draft: Summary of regulatory tools and relevant governance models

MEMO

1 INTRODUCTION

Associated Environmental Consultants Inc. (Associated) is preparing a draft Watershed Plan for the Similkameen River watershed. Successful implementation of the Similkameen Watershed Plan (SWP) will require a governance structure acceptable to the key entities with interests in water management in the watershed. This is an interim memo, prepared in support of the development of a recommended governance structure, and which addresses the following objectives:

- Research and summarize the requirements of the *Water Sustainability Act*, and other key regulatory tools that are relevant to the watershed, including the *Riparian Areas Regulation*, *Canada Fisheries Act*, *Drinking Water Protection Act* and Regulation, and *Environmental Management Act*.
- Research and summarize watershed governance models used in other jurisdictions with similar water challenges to those of the Similkameen watershed.

In preparing the first draft of the SWP, we contacted local organizations to obtain their perspectives on an appropriate governance structure for the Similkameen Watershed Plan, and the results of these discussions, along with recommendations for next steps, are reported in the main plan document. Engagement with the Lower Similkameen Indian Band on governance is pending, based on the understanding that LSIB is developing a framework for water law and governance in collaboration with the Indigenous Law Research Unit at the University of Victoria

2 SUMMARY OF RELEVANT REGULATORY TOOLS

2.1 Water Sustainability Act and Regulation

On February 29, 2016, the B.C. *Water Sustainability Act* (WSA) replaced the B.C. *Water Act*. One of the biggest changes under the new regulations (which include the Water Sustainability Regulation) is that groundwater use will now be regulated in B.C. All groundwater users, except for domestic water users¹ extracting 2,000 L/day or less, must now apply for a water licence. This change brings groundwater use in line with surface water use, which was regulated under the previous *Water Act*.

The WSA includes measures to protect stream health and aquatic environments by requiring that the environmental flow needs be considered when granting future water licences on streams or for groundwater that is likely hydraulically connected to a stream. It also sets out provisions for restricting water use to protect critical environmental flows in times of scarcity.

In addition to updating water use licensing, the WSA and associated regulations include provisions for diverting water and making changes in or near a stream, identifies stream and groundwater protection measures (including well decommissioning and controlling artesian flow conditions), and allows the Province to develop site-specific water quality

¹ Domestic water use is generally defined as water that is used by a dwelling for drinking water, food preparation, irrigation of small gardens (less than 1,000 m²), and providing water to animals kept as pets or for household use (including poultry).

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objectives and designate an area for the development of a regulatory Water Sustainability Plan. This option is available to the Similkameen Valley Planning Society, but the current intent is for the SWP to be a non-regulatory plan.

2.2 Riparian Areas Regulation

The *Riparian Areas Protection Act* provides legislative authority and enables the Province to provide direction to local municipalities to protect fish habitat through zoning bylaws and permits. The main objectives of the Riparian Areas Regulation (RAR) are to ensure sufficient water for fish, protect and restore fish habitat, improve riparian protection and enhancement, and provide stronger local government powers in environmental planning. RAR was enacted in 2005 to protect the area surrounding streams, lakes, and inland waters in the most populated areas of B.C. from development that would damage the habitat of fish in those waters. These regions cover 18% of BC's land mass but account for 74% of the population. RAR is applied at the local government level and is not followed in all areas of BC; however, it was adopted by the RDOS and is followed in the Similkameen watershed. It applies to all electoral areas and is enforced through bylaws and the requirement for Watercourse Development Area permits. It also applies within the Town of Princeton and Village of Keremeos.

2.3 Fisheries Act

The *Fisheries Act* is the main federal legislation affecting all fish, fish habitat and water quality. In June 2012, the Act was amended through Bill C-38, the *Jobs, Growth and Long-Term Prosperity Act*. Under the amended Act, there is a prohibition against causing serious harm to fish, provisions for flow and passage, and a framework for decision-making to provide for sustainable and productive fisheries. One of the more contentious changes was the removal of the prohibition against the "harmful alteration, disruption or destruction (HADD) of fish habitat" and replacement with a prohibition against causing "serious harm" to fish.

In response to concerns raised by various organizations, in February 2017 the Parliamentary Committee on Fisheries and Oceans completed a review of the amended Act.² The first recommendation of that report was to remove the term "serious harm" and revert to the prohibition against HADD. In total, the Committee made 32 recommendations which must now be reviewed by the Federal Government.

2.4 Drinking Water Protection Act and Regulation

The *Drinking Water Protection Act* and Drinking Water Protection Regulation require water suppliers to provide water that is potable, and applies to all water systems except single-family dwellings or those that do not provide water for human consumption/food preparation. The Act outlines operating requirements for water systems and drinking water protection measures, including prohibiting activities that are likely to result in a drinking water health hazard. The Act also allows drinking water officers to require the development of Source Water Assessment Plans, which are used to identify threats

² Report of the Standing Committee on Fisheries and Oceans. February 2017. Review of Changes made in 2012 to the Fisheries Act: Enhancing the Protection of Fish and Fish Habitat and the Management of Canadian Fisheries.
<http://www.parl.gc.ca/content/hoc/Committee/421/FOPO/Reports/RP8783708/foporp06/foporp06-e.pdf>

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to drinking water systems and develop recommendations to protect the system. The Regulation defines water quality standards for potable water and outlines requirements for water treatment, water system construction permits, well floodproofing, and the development of emergency response plans.

2.5 Environmental Management Act

Fundamentally, the *Environmental Management Act* (EMA) prohibits discharging waste in a way that causes pollution, unless the discharge is done in accordance with a regulation, permit, approval, or code of practice issued under the EMA. It includes provisions and prohibitions for dealing with hazardous waste (Hazardous Waste Regulation) and reporting of spills, disposing of municipal wastewater (Municipal Wastewater Regulation), and identifying, determining, and remediating contaminated sites (Contaminated Sites Regulation). The EMA outlines enforcement requirements and legislative powers (such as pollution prevention/abatement orders or environmental protection orders) and defines the appeals process.

2.6 Relationships between Colonial Law and Indigenous Law

A research project titled 'Water Law: Lessons from Colonial and Indigenous Stewardship' is underway at the University of Victoria. The three-year project, which began in 2016, seeks to investigate the relationship between Indigenous water law and colonial water law, particularly in the context of the WSA. It will focus on three watersheds in BC, one of which is the Similkameen, and will explore how Indigenous communities and licensed water users can work together to support water sustainability. The research team will interview water licence holders (both agriculture and utilities) to understand how they manage water use and work with Indigenous communities (including the Lower Similkameen Indian Band) to map their water law and assess parallels between Indigenous water stewardship and water licensing.

3 SUMMARY OF RELEVANT WATERSHED PLANS AND GOVERNANCE MODELS

There are many examples of watershed plans and associated governance approaches in use in B.C. and elsewhere. In this section, we describe some of the plans and governance approaches that are most relevant to the Similkameen watershed planning process.

3.1 Kettle River

In 2014, the Regional District of Kootenay Boundary (RDKB) finalized the [Kettle River Watershed Management Plan](#). Development of the plan began in 2010 with a State of the Watershed Technical Study (Phase 1) and a series of discussion papers. The Watershed Management Plan built upon the technical work and was developed collaboratively through a Stakeholder Advisory Group with support from a Technical Advisory Committee. Members of the committees included local and provincial governments and representatives from various organizations/sectors (including major water suppliers, First Nations, forestry, tourism, recreation, agriculture, and industry). The plan presented nine goals to help achieve "healthy aquatic ecosystems, safe and secure water supplies, and a reliable water system supporting a sustainable economy and local food system" and several strategies and actions to meet the goals.

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When the plan was released in 2014, the RDKB and Boundary Electoral Areas committed to funding coordination of the plan over a three-year period. Implementation of the plan is being governed by a Steering Committee and an Implementation Team under the authority of the RDKB Directors. Other implementation recommendations from the plan included a watershed "Round Table" committee to review progress, provide advice, and identify priorities for further work.

3.2 Nicola Watershed

3.2.1 Nicola Water Use Management Plan

Development of the [Nicola Water Use Management Plan](#) (NWUMP) began in 2004 in response to drought conditions in 2003. A Community Round Table organized a workshop in 2004 to obtain community input. The overall goal was to "ensure that the future water supply will be divided equitably among all water users balancing the community's social, economic, traditional and ecological values." This led to a four-phase plan development process that included plan initiation, plan development (technical studies and assessments of water management options), community evaluation, and implementation and adaptation.

The NWUMP planning process was run primarily by two committees: the Multi-Stakeholder Committee (MSC) and the Steering Committee (SC). The MSC was responsible for decision making during the plan's development and included representatives from all levels of government, First Nations, interest groups, and individuals. The SC provided organizational and technical support. Several sub-committees were formed to aid the MSC and the Nicola Watershed Community Round Table provided administrative and support services throughout the project. The NWUMP was completed in 2010 and included 37 recommendations for implementation within six categories: general, water quantity, water quality, environment, learning, and management. The NWUMP included an implementation schedule for each of the 37 recommendations, including approximate costs (low, medium, or high), timeline, and organization responsible. It also recommended that a full review take place within five years of plan implementation.

No updated information on plan implementation, governance structure, or active committees was found using a web search. However, in 2015 the Nicola Lake Steering Committee (Section 3.2.2) decided to expand its mandate to include the entire Nicola watershed. More information on the development and structure of this committee is provided below.

3.2.2 Nicola Lake Action Plan and Steering Committee

Another initiative that focused specifically on Nicola Lake began in 2012, with the Thompson-Nicola Regional District (TNRD) and the City of Merritt initiating the development of the [Nicola Lake Action Plan](#). The plan was completed in 2013 by Nicola Lake Working Group with public input. The plan included a proposed governance structure, beginning with the development of a Terms of Reference (TOR) for the proposed Nicola Lake Steering Committee. The TOR were presented and reviewed at a public meeting on June 8, 2013, and then approved by consensus at the meeting. The committee's main purpose (as stated in their TOR) was to update and implement the Nicola Lake Action Plan. The original committee included members from local government (TNRD and City of Merritt), First Nations, non-profit organizations (such as the

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Nicola Watershed Community Roundtable), industry (forestry, mining, ranching), community groups, and recreation societies.

In 2015, the committee decided to expand its TOR to incorporate challenges in the entire Nicola watershed and is now the Nicola Steering Committee. The original TOR (from 2013) included a provision that allows updating the TOR as needed, if agreed to by consensus of the members of the committee. The latest TOR (July 2015, draft only) indicates the committee continues to be made up of members from local government, First Nations, non-profit organizations, industry, community groups, and recreation societies. The federal and provincial government provide technical expertise and in-kind resources. The committee also receives support from the Fraser Basin Council. General and project-based funding is provided by various groups (local government, federal government, First Nations, industrial). Rather than acting as a formal decision-making body, it focuses primarily on outreach/public education initiatives and projects.

3.3 Cowichan River

The [Cowichan Basin Water Management Plan](#) was completed in 2007. A severe drought in 2003 prompted creation of the plan, which was commissioned by the Cowichan Valley Regional District (CVRD), Cowichan Tribes, provincial and federal government, Catalyst Paper (a large water extractor), and the Pacific Salmon Commission. The planning process included establishing a water management forum, developing a public outreach strategy, identifying water issues and developing a vision statement and goals, preparing the plan, and reviewing/approving the plan. The plan identified six goals, 23 objectives, and 89 actions relating to water conservation and supply management, water quality, habitat and biodiversity, flood management, governance, and communication.

The Cowichan Watershed Board and Cowichan Watershed Society were formed in 2010 as per the recommendations of the plan. In 2014, the Cowichan Watershed Society was incorporated as a legal entity under the *Society Act*.³ The Board does not have regulatory authority, but promotes sound water management practices and is responsible for guiding and coordinating implementation of the plan. They provide an advisory role and encourage regulatory agencies to base water management decisions on the Board's recommendations. The Board is co-chaired by members from the CVRD and Cowichan Tribes.

Information on the governance structure is provided in the [Governance Manual](#), last updated October 31, 2016. The Board includes 14 members who are appointed by the government partners (Department of Fisheries and Oceans, Ministry of Environment, CVRD, and Cowichan Tribes) and held accountable to those partners. The CVRD and Cowichan Tribes each appoint three members (including two co-chairs) from the CVRD board and the Cowichan Tribes. Jointly, the CVRD and Cowichan Tribes also appoint three or four members-at-large from the community. The remaining members are recommended by the federal government and the Ministry of Environment. Currently, funding for the Board's establishment and basic operations is provided by the partners but the Board is exploring options for long-term funding. Ideas presented in the Governance Manual include surcharges on water licences and possibly water use or sewerage fees.

³ The BC *Society Act* was recently (November 28, 2016) replaced with the BC *Societies Act*.

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3.4 Shuswap

3.4.1 Shuswap River Watershed

Development of the [Shuswap River Watershed Sustainability Plan](#) was initiated by the Regional District of North Okanagan (RDNO) in 2010. The driver for the plan was concerns that land uses and pressures from recreational activities could compromise the integrity of the watershed. The planning process occurred in three phases. Phase I – Issues Identification and Visioning was completed in 2011. Phase II – Plan Development was completed in 2014 by three Working Groups (comprising 32 community members) with support from a Technical Advisory Committee (including federal, provincial, and local government and First Nations) who provided information and reviewed the recommendations provided by the Working Groups. In total, five goals, 19 objectives, and 114 strategies were identified in the plan, which is considered a non-regulatory document. The next steps are Phase III – Implementation and Monitoring, but implementation is currently on hold. However, the plan serves as a guidance document to “help decision making authorities, resource managers, water users, recreation users and residents make informed and integrated decisions regarding the Watershed”⁴.

3.4.2 Shuswap and Mara Lakes

A separate organization has been working on preserving the water quality in Shuswap and Mara Lakes (Note: the plan area for the Shuswap River Watershed Sustainability Plan is the catchment upstream of Mara Lake). The Shuswap Lake Integrated Planning Process (SLIPP) began in 2008 with a vision statement of “Working together to sustain the health and prosperity of the Shuswap and Mara Lakes.” In 2009, the SLIPP Strategic Plan for Shuswap and Mara Lakes identified goals and recommendations to protect lake health. The SLIPP pilot project ended in 2014, and has been replaced by the [Shuswap Watershed Council](#) (SWC) which is made up of 18 members from First Nations, local government, provincial government, and community representatives. The SWC is currently implementing a five-year Water Quality & Recreation Safety and Education Program with financial support from the Columbia Shuswap Regional District, the Thompson-Nicola Regional District, and the City of Salmon Arm.

3.5 Okanagan

The [Okanagan Basin Water Board](#) (OBWB) is a local governance entity with a broad mandate for water management within the geographic boundary of the Okanagan watershed. The OBWB was established in 1970 by the three Okanagan Regional Districts to address water issues that demand regional scale management. Its authority derives from the B.C. *Municipalities Enabling and Validating Act* and Supplementary Letters Patent provided by the Province to the three Regional Districts. These documents establish the authority, objectives, and purpose for the OBWB. The OBWB Board of Directors includes members from the three Okanagan Regional Districts, the Okanagan Nation Alliance, the Water

⁴ Web site: <http://www.rdno.ca/index.php/services/planning-building/planning-projects/shuswap-river-watershed-sustainability-plan>

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Supply Association of B.C., and the Okanagan Water Stewardship Council (a technical advisory body to the Board of Directors, comprised of representatives of about 30 organizations with an interest in water in the Okanagan).

The vision of the OBWB is to have clean and healthy water in perpetuity, meeting the needs of natural ecosystems, residents, and agriculture. Its mission is to provide leadership to protect and enhance quality of life in the Okanagan Basin through sustainable water management. Its work is funded through local taxation combined with leveraged financial support from senior governments and other funders. It has no regulatory authority but instead works in a collaborative manner. Its strength lies in building partnerships and encouraging joint action towards achieving its vision. It advocates for solutions to Okanagan water issues, and plays a strong education, communication, and outreach role within and beyond the Okanagan. The OBWB has been providing stable leadership in water management in the Okanagan for over 40 years, although it is worth noting that the current governance and management framework has evolved over the years.

3.6 Alberta

In Alberta the *Water for Life Strategy* led to creation of [Watershed Planning and Advisory Councils](#) (WPACs) that are specifically designated by Alberta Environment to assess the condition of specific watersheds and prepare plans to address watershed issues. WPACs also complete stewardship activities in their watersheds and carry out public education. The councils are directed by watershed stakeholders, including government agencies, industry, First Nations, and conservation groups. Many feature active volunteer programs and aim to develop plans through consensus. Within Alberta there are currently eleven WPACS. Those in relatively arid regions with similar issues to the Similkameen include:

- Battle River Watershed Alliance
- Bow River Basin Council
- Milk River Watershed Council Canada
- Oldman Watershed Council
- Red Deer River Watershed Alliance
- South East Alberta Watershed Alliance

The *Water for Life Strategy* requires each WPAC to prepare an Integrated Watershed Management Plan (IWMP). IWMPs establish watershed scale outcomes and develop recommendations for the consideration of government and agencies with decision-making authority. IWMPs are typically preceded by several technical studies completed in partnership with government agencies. In particular, the [Milk River Watershed Council Canada](#) is a relevant example of a WPAC's planning process because, like the Similkameen, it is a trans-boundary watershed, sharing an aquifer with the United States.

3.7 International

There are many international examples of watershed planning and governance models. Herein, we focus on the USA, and on Washington State, into which the Similkameen River flows as it leaves Canada. Washington State is divided into 62 separate watersheds of about 1,000 to 3,000 square miles. A multi-stage watershed planning process, funded by the



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state, was initiated between 1998 and 2012. During that time, Watershed Resource Inventory Area planning units were formed under the *Watershed Planning Act* and allowed to apply for funding for plan development and implementation. A total of 44 planning units initiated the watershed planning process, which generally included four phases (Phase 1 - Organizational, Phase 2 - Assessment, Phase 3 - Planning, and Phase 4 - Implementation). According to the Washington State Department of Ecology website, watershed plans were adopted by 33 planning units and a few continue to implement the priority actions from their plans.

The two planning units that share part of their watershed with the Similkameen are the Methow River planning unit (south of Manning Park) and the Okanogan River planning unit (east of Methow River and south of where Similkameen River crosses the International Border). Similar to the Similkameen watershed, there is extensive irrigated agriculture, many operating and disused irrigation canals, and much water use planning and allocation required to balance fish habitat requirements and agricultural water needs. The Methow River planning unit completed Phases 1-3 and has published the [Methow Subbasin Plan](#) (2004) and a [Detailed Implementation Plan](#) (2009). It is unclear whether the Implementation Plan was ever approved by the Department of Ecology. The Okanogan River planning unit published the [Okanogan Subbasin Plan](#) in 2004, but does not appear to have completed an Implementation Plan.

There is no information online on current plan implementation or governance structure. Historical information for each planning unit is hosted on the Department of Ecology website, but pages are noted as archived and not updated. However, the Department of Ecology continues to fund Watershed Plan Implementation Grants: twelve grants have been issued for the 2015-2017 period, but none were for projects in the Methow River or Okanogan River areas.

Generally, there is a lack of information and clarity on watershed planning activities in the areas south of the Similkameen watershed (i.e., Methow River and Okanogan River). Whether the lack of information is because plans are not being implemented or because activities are not promoted on websites is unclear, but it does highlight the importance of communicating initiatives to the public through commonly used resources (such as websites and news articles) to improve accountability and garner interest in watershed protection measures.

ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Major Amendment to Solid Waste Management Plan - Apex Mountain Waste Transfer Station

Administrative Recommendation:

THAT the Regional District of Okanagan-Similkameen submit a request to the BC Minister of Environment for a major amendment to the Regional Solid Waste Management Plan regarding the location and capital costs of the Apex Mountain Waste Transfer Station:

- That the SWMP be amended to show the exact address of the facility will be at 220 Strayhorse Rd, Apex Mountain;
- That the SWMP be amended to show estimated capital costs for design, tendering and construction of the Apex Mountain Waste Transfer Station has been estimated at \$592,790;
- That these facts have been presented to affected residents through significant public consultation process.

Purpose:

To present to the BC Minister of Environment the results of public consultation regarding the Apex Mountain Waste Transfer Station to allow for an amendment to the Regional Solid Waste Management Plan in regards to selected location and capital costs.

Reference:

[Province of BC – Municipal Waste Management Plans](#)
[RDOS – Apex Mountain Waste Transfer Station](#)

Business Plan Objective:

Objective 3.3.4: Implementing the Solid Waste Management Plan

Background:

The 2012 RDOS Solid Waste Management Plan calls for the development of a waste transfer station for the Apex Mountain Ski Resort. The waste transfer station is intended to service both residential and commercial properties at the resort.

In 2016 a sub-lease was secured with Apex Mountain Resort for land used currently as overflow parking. The site, civic address is 220 Strayhorse Rd, is located near the village centre in a location presently used by Apex Mountain Resort for garbage and recycling.

In 2016 the RDOS awarded the design and tendering work for the Apex Mountain Waste Transfer Station project to McElhanney Consulting Services. Updated capital costs for the design, tendering

and construction were also provided for both a transfer station with a building and without a building. The costs of these two options were then brought to public consultation in December 2016. A survey was conducted with the results indicating the option of a waste transfer station with a building is the preferred approach by residents.

Analysis:

The 2016 Guide to Solid Waste Planning requires that local governments must undertake a Major Amendment process when opening a new facility or when changes to capital costs of the facility would warrant seeking elector ascent.

Amending the Solid Waste Management Plan allows the Regional District to proceed with borrowing for the construction of the facility. Without amending the Solid Waste Management Plan the Regional District would be required to gain elector assent through an Alternative Approval Process or Referendum.

The 2012 Solid Waste Management Plan includes an estimate of the capital cost to design and construct the waste transfer station of \$275,000. During the public consultation process residents indicated a desire for the consideration of a more complex designed transfer station. Public consultation also raised numerous concerns including liquids leaving the site, windblown litter and access to local trails, all of which have been addressed in the design of the facility. The costs for the addition of a building meeting the aesthetic and functional standards identified during public consultation has now estimated the engineering and capital cost for the project at \$592,790 (McElhanney Consulting Services).

To allow residents to compare options (basic design, no building versus complex design, with building), mil rates were provided that allowed residents to see the potential costs as related to their own property taxes. Two public open houses were conducted, one at Apex and the other in Penticton. An error was found in initially produced documents by a member of the public that then required updated documents to be mailed out. Of the 106 surveys received, in paper and electronically, 66% were in favour of having a building for the waste transfer station. The results of the survey were then brought forward to the AGM of the Apex Property Owners Association in March 2017 for further discussion.

Overall key concerns raised through public consultation were:

- Illegal dumping at the current site occurs frequently. Materials include building materials, electronics and furniture. Some property owners would like options for large item disposal at the Mountain. Others would like surveillance cameras and fines for people that illegally dump materials.
- Some property owners were concerned about using property value as the basis for cost recovery. For example a cabin valued at \$450,000 could pay over \$430 a year compared to a \$100,000 condo paying \$96. Some requests were made to share costs more equitably between units.
- A few residents and businesses questioned the need for a new waste transfer station. People that did not want a waste transfer station generally opted for the lowest cost approach (No Building).

- Issues of windblown litter, materials getting in the neighbouring creek, wildlife, smell and noise for units close to the site along with some opposition to the site location in general.

A table detailing the public consultation completed related to the solid waste management plan amendment has been placed at the end of this report for additional information.

Alternatives:

That electoral assent is determined through the use of either an Alternative Approval Process or Referendum. Please note that either of these options will delay the construction and operation of the transfer station to 2019 assuming electoral assent is positive.

Communication Strategy:

The RDOS will formally request the Minister of Environment consider the following amendments to the Regional Solid Waste Management Plan (SWMP):

- That the SWMP be amended to show the exact address of the facility will be at 220 Strayhorse Rd, Apex Mountain;
- That the SWMP be amended to show estimated capital costs for design, tendering and construction of the Apex Mountain Waste Transfer Station has been estimated at \$592,790;
- That these facts have been presented to affected residents through a significant public consultation process. The consultation report (attached) which summarizes and details the public documents produced will be provided as part of the formal amendment request document package.

Respectfully submitted:

Cameron Baughen

C. Baughen, Solid Waste Management Coordinator

Endorsed By:

Janine Dougall

Janine Dougall, Public Works Manager

APEX MOUNTAIN WASTE TRANSFER STATION PUBLIC CONSULTATION	DATES
Solid Waste Management Plan Consultation regarding location and initial estimate cost for Apex Waste Transfer Station	Winter 2010/2011
Adoption of revised Solid Waste Management Plan identifying Apex Mountain Waste Transfer Station as major project	September 20th, 2012
Letters to Bands regarding project	February, 2013
Adoption of RDOS Bylaw 2593 Apex Mountain Solid Waste Transfer Station Local Service Area	March 21st, 2013
Sub-Lease from Apex Mountain Resort for construction and operation of Waste Transfer Station	January 19th, 2016
Presentation Apex Mountain Property Owners Association AGM at Apex Mountain regarding development of Transfer Station	March, 2016
Article and Advertisement in Apex Matters Newsletter advising public of project	March, 2016
Award the design and tendering work to McElhanney Consulting Services	March 24th, 2016
Public Consultation Website Launched	October, 2016
Newsletter sent to all property owners including link to online survey and invitation to open house	October, 2016
Addition of second open house at Apex Mountain due to public comments	November, 2016
Information Release for Consultation, Survey and two Open Houses	November 21st, 2016
Apex Mountain Open House including presentation, story boards and paper surveys	December 5th, 2016
Correction letter and newsletter mailed to all property owners and extension of online survey closure	December 6th, 2016
Penticton Open House including presentation and paper surveys	December 6th, 2016
Newsletter with results of survey posted on website	February, 2017
Presentation Apex Mountain Property Owners Association AGM at Apex Mountain about results of public consultation	March 25th, 2017

Apex Mountain Waste Transfer Station Consultation Documents

- Winter 2010, Review of Solid Waste Management Plan, Apex Mountain Waste Transfer Station
 - Sent to all Apex Mountain property owners; part of 2012 Solid Waste Management Plan public consultation
- March 2012, Update for Apex Property Owners Association AGM
 - Results of 2010 survey
- February 2013, Correspondence Upper Similkameen Indian Band
- February 2013, Correspondence Lower Similkameen Indian Band
- February 2013, Correspondence Penticton Indian Band
- March 2016, Article and advertisement in Apex Matters newsletter sent to all properties at Apex Mountain
- October 2016, Newsletter regarding options and costs for Apex Mountain Waste Transfer Station mailed to all properties at Apex Mountain
- November 2016, Press Release regarding consultation and dates of two open houses
- December 2016, Revision of mil rates mailed to all properties at Apex Mountain
- December 2016, Revised newsletter mailed to all properties at Apex Mountain
- December 2016, Paper version of survey for Open Houses
- December 2016, Open House Presentation
- December 2016, Open House Story Boards
- December 2016, Raw Survey Results with all comments
- February 2017, Newsletter Apex Mountain Waste Transfer Station
 - Survey results and next steps
- August 2017, Information Release regarding delay of project to 2018

Project Website: <http://www.rdos.bc.ca/departments/public-works/solid-waste/apex-mountain-waste-transfer-station/>

Regional District of Okanagan Similkameen Review of Solid Waste Management Plan Apex Mountain Waste Transfer Station



Project History

In 2006, Area 'D' Director Bill Schwarz created a committee to investigate placing a garbage and recycling transfer station for the residents, guests and businesses at Apex Mountain Resort. Associated Engineering was hired to provide costs of developing a transfer station at a location down the hill from the resort. Two locations were selected. The first was at the gravel pit nearest the resort. The second was at the 'Rock Ovens' area, near the cattle guard, past the avalanche area.

Both options were found to be prohibitively expensive. The Ministry of Transportation (MoT) would not allow public access to the gravel pit without a safer line of sight for entry and exit. The only solution discussed to meet MoT requirements was to carve a road through the north east corner of the property. This would require extensive rock excavation. Being located past a known avalanche area, the Rock Ovens location would have required costly underground power lines. Options such as solar panels were explored but discounted as the energy requirements to operate a compactor (which requires three phase) and lighting could not reasonably be met.



In 2010, the RDOS commenced a review of its Solid Waste Management Plan. This planning process looks at the development of new Solid Waste programs and facilities over the next 20 years. As part of this process, RDOS Staff met with Apex Resort representatives to discuss other potential transfer station locations. Apex Resort has indicated that they can potentially lease property for a transfer station near their existing waste compactor down from the 'barn' in the main parking lot.

Estimated Costs for Potential Waste Transfer Station

RDOS Staff looked at the costs to build and operate waste transfer stations at other ski resorts. Although waste transfer stations for ski resorts are common across BC, there are a variety of different designs and options. RDOS Staff determined that the Silver Star Mountain Transfer Station near Vernon, BC was the best example for estimating construction and maintenance costs.



Silver Star Waste Transfer Station Used as Example

The Silver Star Transfer Station is essentially a large open door barn. Vehicles park outside the building. Bags of recycling or garbage are walked inside the building. Garbage is placed in a lockable bear proof compactor bin. All the waste and recycling is transferred to the Vernon Landfill for landfiling or sorting.

Estimated Costs for the Apex Mountain Solid Waste Transfer Station			
	Capital Cost	Yearly Cost	Potential Savings
Building construction, 2 compactors and 4 bins	\$265,000	\$21,500*	25% contingency added to estimate; Potential for A-frame to save snow loading; May be possible to use existing Apex compactor saving purchase of second compact bin; Low American dollar drops compactor costs; May be feasible lease bins at lower lifetime cost.
Hauling and compactor maintenance contractors		\$20,000	Additional compact bin reduces hauling charges; Apex staff may be able to maintain compactor at lower costs.
Snow clearing, monitoring, land leasing by Apex Resort		\$12,000	Initial estimate only; Costs affected by illegal dumping.
Tipping fees, administration, education by RDOS		\$25,000	Education costs lower after first year; Increased recycling may drop tipping fees.

Key Questions

*Amortized 20 years/5% interest

How much will this cost me?: It depends on the true costs of building and maintaining the transfer station and how those costs are allocated. Apex residents and businesses will only pay the real costs not estimated. It is assumed the capital costs will be lower than estimated due to added contingency. There are also important choices on how the costs should be allocated. Common methods include taxation on improvement value or a flat user fee per unit or home. The RDOS is seeking advice from Apex business and property owners on how to move forward.

Can you provide an estimate using the costs above? A rough estimate can be based on current assessed value. The current Apex tax roll is split roughly between 92% residential and 8% commercial measured by improvements. The estimated yearly cost per residential unit is just under \$140 per year. This value would vary per home if residents opt for paying via taxation due to differences in the assessed value of their unit.

Have you looked at other options for supplying service? Yes. We recently received pricing to provide weekly garbage and bi-weekly recycling curbside collection for the residential homes at Apex. The costs of this service was \$140 per year. There are problems identified with curbside service for Apex (snow, days of collection, bears,...) and the construction of a depot is a recommended approach.

Why does Apex need a waste transfer station? The Apex area is the largest residential development within Electoral Area 'D' without access to residential recycling. Providing recycling homes in Electoral Area 'D' is a requirement under the RDOS landfill lease agreement with the City of Penticton.

Must there be a referendum held before building the Apex Mountain Solid Waste Transfer Station? No but a referendum may be held if the local Area Director requests it. If the proposed Apex Mountain Waste depot is adopted in the RDOS Solid Waste Management Plan then a referendum would not be required. But before going forward with any project, Director Schwarz has advised that there must be community buy in. Director Schwarz may hold a referendum on this project if he feels it is needed.

How can I get more information? The RDOS will be hosting a series of open houses this Spring to go over the various recommendations to be included in the Solid Waste Management Plan. To find out more about these meetings, the Solid Waste Management Plan or the Apex Mountain Transfer Station, please contact the RDOS at **250-490-4129**, toll free **1-877-610-3737 ext. 4129** or e-mail **info@rdos.bc.ca**. Visit **www.rdos.bc.ca** and click on **Solid Waste Management Plan** for documents, meeting times and updates.



Update Apex Alpine Waste Transfer Station
Apex Property Owners Association AGM March 17th, 2012



SURVEY RESULTS

A mail back survey was sent to every Apex property owner last year with 169 surveys returned.

Solid Waste Management Plan Apex Survey results

SURVEY QUESTIONS	Totally Agree	Somewhat Agree	Not an Issue	Somewhat Disagree	Totally Disagree
Apex Mountain needs a transfer station for garbage and recyclables.	45%	20%	6%	4%	26%
My main concern with a transfer station is cost.	60%	27%	8%	3%	2%
Every home and condo should pay the same towards the transfer station.	39%	11%	3%	8%	39%
The cost of the transfer station should be placed on taxes.	29%	12%	3%	7%	49%
Any transfer station should be built to reduce bear attractants.	58%	17%	19%	1%	5%
This issue should go to referendum.	32%	9%	16%	13%	30%

Common comments in the survey:

- *As reasons opposing building a Transfer Station, many owners stated they bring waste to a home in the Valley or only use their properties seasonally*
- *Many owners felt that full time Apex residents and businesses should pay more*
- *Illegal dumping at the current garbage compactor is recognized as a problem*
- *The placement of the Transfer Station close to the Village and near homes was a concern*

INCLUSION IN SOLID WASTE MANAGEMENT PLAN

The results of the survey were looked at by Public and Technical Committees overseeing the Solid Waste Management Plan and the RDOS Board. The adopted Solid Waste Management Plan states 'the RDOS will establish a garbage transfer station and recycling depot for the Apex Alpine Ski Area.'

Does this mean that the RDOS must build a recycling depot at Apex?

No. It does allow the RDOS to negotiate, plan and raise revenue for the facility without going to referendum. The RDOS Board will determine whether the facility is built and how costs will be charged to property owners.

Has the site of a potential depot been decided?

No. The RDOS has been working with the Apex Resort to locate a potential Waste Transfer Facility in an area near the current Apex Resort compactor. A preliminary site survey has been conducted by a professional surveyor. Developing the design plan and determining construction and operational service costs are the next steps needed to be undertaken.

When could the facility be ready?

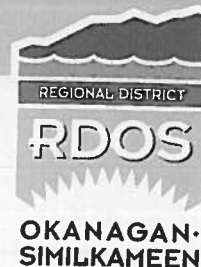
The RDOS is considering summer 2012 construction for completion for the 2012/2013 ski season. Depending on a number of factors this timeline could be delayed.

101 Martin Street, Penticton, British Columbia V2A 5J9

Tel: 250.492.0237 Fax: 250.492.0063

Toll Free: 877.610.3737

Email: info@rdos.bc.ca



February 18, 2013

File No.: 5330.20

Apex Waste Transfer Station

Chief Charlotte Mitchell
Upper Similkameen Indian Band
Box 220
Hedley, BC V0X 1K0

Dear Chief Mitchell:

Re: RDOS Waste Transfer Station at Apex Ski Resort

The Regional District of Okanagan-Similkameen is considering developing a garbage and recycling collection center at Apex Mountain Resort. Before proceeding, we are hoping to understand any concerns the Upper Similkameen Indian Band may have regarding the project.

Currently the residents and businesses at the Apex Mountain ski resort provide their own waste services. The Apex Mountain Resort has one waste compactor which has problems such as overflowing waste, recyclables in garbage, litter and illegal dumping.

The RDOS has met with Apex residents and businesses over the last three years to look at options. The RDOS would like to build a waste transfer building with recycling and garbage bins. All waste would be removed and taken to Campbell Mountain Landfill or to a recycling facility in Kelowna.

The proposed site of the Waste Transfer Station is within Crown Lease area DL 395s. Apex Mountain Resort uses this area for an overflow parking lot. The site is near the present location of the Apex Mountain waste compactor, below the 'barn' at the main Apex parking lot.

For the Transfer Station to be built, the Crown Lease would need to be amended. We recognize the Upper Similkameen Indian Band's right to be consulted in the change to this lease. This letter is not intended to circumvent the consultation process but to bring this project to your attention and allow us to incorporate your concerns as early as possible in the process.

We look forward to working with you. Please feel free to contact Doug French, Manager of Public Works, at 250-490-4103 or e-mail dfrench@rdos.bc.ca if you have any questions or would like further information regarding this project.

Respectfully,

A handwritten signature in black ink, appearing to read "Dan Ashton", is written over a horizontal line.

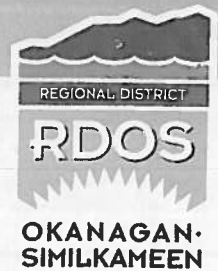
Dan Ashton,
RDOS Chair

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Toll Free: 877.610.3737

Email: info@rdos.bc.ca



February 18, 2013

File No.: 5330.20

Apex Waste Transfer Station

Chief Robert Edward Sr.
Lower Similkameen Indian Band
517-7th Avenue
Keremeos, B.C. VOX 1N0

Dear Chief Edward:

Re: RDOS Waste Transfer Station at Apex Ski Resort

The Regional District of Okanagan-Similkameen is considering developing a garbage and recycling collection center at Apex Mountain Resort. Before proceeding, we are hoping to understand any concerns the Lower Similkameen Indian Band may have regarding the project.

Currently the residents and businesses at the Apex Mountain ski resort provide their own waste services. The Apex Mountain Resort has one waste compactor which has problems such as overflowing waste, recyclables in garbage, litter and illegal dumping.

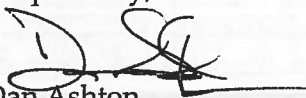
The RDOS has met with Apex residents and businesses over the last three years to look at options. The RDOS would like to build a waste transfer building with recycling and garbage bins. All waste would be removed and taken to Campbell Mountain Landfill or to a recycling facility in Kelowna.

The proposed site of the Waste Transfer Station is within Crown Lease area DL 395s. Apex Mountain Resort uses this area for an overflow parking lot. The site is near the present location of the Apex Mountain waste compactor, below the 'barn' at the main Apex parking lot.

For the Transfer Station to be built, the Crown Lease would need to be amended. We recognize the Lower Similkameen Indian Band's right to be consulted in the change to this lease. This letter is not intended to circumvent the consultation process but to bring this project to your attention and allow us to incorporate your concerns as early as possible in the process.

We look forward to working with you. Please feel free to contact Doug French, Manager of Public Works, at 250-490-4103 or e-mail dfrench@rdos.bc.ca if you have any questions or would like further information regarding this project.

Respectfully,


Dan Ashton,
RDOS Chair

101 Martin Street, Penticton, British Columbia V2A 5J9

Tel: 250.492.0237 Fax: 250.492.0063

Toll Free: 877.610.3737

Email: info@rdos.bc.ca



February 18, 2013

File No.: 5330.20

Apex Waste Transfer Station

Chief Jonathon Kruger
Penticton Indian Band
R.R.#2, Site 80, Comp. 19
Penticton, B.C. V2A 6J7

Dear Chief Kruger:

Re: RDOS Waste Transfer Station at Apex Ski Resort

The Regional District of Okanagan-Similkameen is considering developing a garbage and recycling collection center at Apex Mountain Resort. Before proceeding, we are hoping to understand any concerns the Penticton Indian Band may have regarding the project.

Currently the residents and businesses at the Apex Mountain ski resort provide their own waste services. The Apex Mountain Resort has one waste compactor which has problems such as overflowing waste, recyclables in garbage, litter and illegal dumping.

The RDOS has met with Apex residents and businesses over the last three years to look at options. The RDOS would like to build a waste transfer building with recycling and garbage bins. All waste would be removed and taken to Campbell Mountain Landfill or to a recycling facility in Kelowna.

The proposed site of the Waste Transfer Station is within Crown Lease area DL 395s. Apex Mountain Resort uses this area for an overflow parking lot. The site is near the present location of the Apex Mountain waste compactor, below the 'barn' at the main Apex parking lot.

For the Transfer Station to be built, the Crown Lease would need to be amended. We recognize the Penticton Indian Band's right to be consulted in the change to this lease. This letter is not intended to circumvent the consultation process but to bring this project to your attention and allow us to incorporate your concerns as early as possible in the process.

We look forward to working with you. Please feel free to contact Doug French, Manager of Public Works, at 250-490-4103 or e-mail dfrench@rdos.bc.ca if you have any questions or would like further information regarding this project.

Respectfully,

Dan Ashton,
RDOS Chair



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Page 16

Early March 2016

APEX MATTERS.COM

New Apex Waste Transfer Station

By Cameron Baughen,

RDOS Solid Waste Management Coordinator

The Regional District of Okanagan-Similkameen (RDOS) has entered into a long term lease to develop a Waste Transfer Station at Apex Mountain Resort. The lease area is located below the 'barn' where garbage and recycling bins are already located.

The waste transfer station will meet a number of needs, including providing garbage and recycling services to all properties on the mountain, dealing with litter and animal issues at the existing site, and helping manage illegal dumping. The design criteria will respect concerns raised by residents, including keeping user fees as low as possible, ensuring the site is attractive, and maintaining access to snowshoe trails. Other concerns include safe access by vehicles using the transfer station and clear signage for users.

The RDOS will be conducting public consultation this Spring, including formal consultation for rezoning. The site will be rezoned to allow for the construction of a building to house the garbage and recycling bins. Other consultation will be developed as the project proceeds. The goal is to have a site up and running for the 2016/17 ski season.

For more information on the development of the Apex Waste Transfer Station, please contact the Regional District at 250-490-4129, toll free at 1-877-610-3737, or e-mail info@rdos.bc.ca. A project webpage will also be available at www.rdos.bc.ca with background on the Apex Mountain Waste Transfer Station project and updated information for property owners

Apex Waste Transfer Station

The Regional District has entered into a long term lease to develop a waste transfer station for residential garbage and recycling. The location is below the 'barn' in an area used for overflow parking. Further information and updates will be sent directly to all Apex property owners later this year. Any questions please contact the Regional District at:

250-490-4129, 1-877-610-3737, info@rdos.bc.ca



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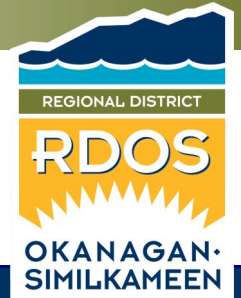
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Regional District of Okanagan-Similkameen

Apex Mountain Waste Transfer Station



Keeping the Community Informed

Open House Tuesday December 6th, 2016

An Open House to review the two design options, cost, and construction timelines for the Apex Mountain Waste Transfer Station will be held **December 6, 2016 at the Regional District Office at 101 Martin Street, Penticton from 6 pm to 9 pm.** A short presentation will be held at 7:00 pm.

Project Background

The Regional District of Okanagan-Similkameen recently entered into a lease with Apex Mountain Resorts for land to construct a Waste Transfer Station for garbage and recycling. The lease terminates on December 31st, 2028 and will need to be renegotiated at that time for future use. The Waste Transfer Station will be located in the overflow parking area below the Apex main parking lot. The property currently houses the garbage and recycling bins operated by Apex Mountain Resort.

The Regional District has retained McElhanney Consulting to design a new Waste Transfer Station to provide garbage and recycling services to all properties on the Mountain. The design takes into consideration concerns raised by residents including keeping user fees to a minimum, protecting the creek, litter/odour/animal issues at the site and maintaining the access to the surrounding snowshoe trails. Other concerns addressed include safe access by vehicles using the transfer station and clear signage for users.



Lease area shown in top right (yellow outline). Area used currently for overflow parking and waste bins.

Apex Mountain Resort Commercial Charge

It has been estimated that commercial users generate 17.8% of the waste at Apex but currently pay only 10.7% in taxes. In order to ensure fairness for the transfer station users, the RDOS is proposing to add an additional commercial charge to the Apex Mountain Resort for use of the facility equal to 7.1% of capital and operational costs or between \$6,400 and \$8,600 per year, dependent on the selected transfer station design.



Serving the citizens of the Okanagan-Similkameen since 1966.

www.rdos.bc.ca

The views expressed in this letter are those of the Directors and do not necessarily reflect those of the Corporation or the full Board of Directors.

Survey Question:

Which of the two different design options for the Apex Transfer Station would you prefer the RDOS proceeds with?

◇ Option 1: Building

◇ Option 2: No Building

For more information regarding the two options please attend the Open House at the RDOS Office on December 6th, 2016. The survey will be available at the Open House or it can be submitted online at <http://survey.rdos.abcweblink.ca/>. The Survey will close December 9th, 2016 at midnight.

Option 1: Building

Includes pre-fabricated metal building with retractable door(s) and covered walkway to snowshoe trails.
Bear resistant compactor bins for garbage and recycling inside the building.

Tax amount for average* residential property at Apex Mountain

\$187 per year (first ten years) - (mil rate 0.8147)

After ten years \$83 per year—(mil rate 0.4266)

Option 1 meets the Apex Property Owner's concerns regarding winter conditions, the nearby creek, visual aesthetics, "bear-resistant" practices, deterrent of other wildlife, noise and odour issues. It includes the installation of a concrete slab underneath a metal frame building with a large retractable over head door(s) for waste removal truck access, and a man door for user access. Additionally lighting, a security camera, an asphalt access road and an overhang walkway, to allow safe access to the current marked trails at the site, is included.



Option 2: No Building

No building. Bear resistant compactor bins for garbage and recycling.

Tax amount for average* residential property at Apex Mountain

\$139 per year (first ten years) - (mil rate 0.7294)

After ten years \$83 per year - (mil rate 0.4266)

Option 2 minimizes the costs to the Apex Property Owners. It includes the installation of a small concrete slab underneath the compactor and waste bins. Lighting, a security camera, a gravel access road and a walkway to allow safe access to the current marked trails at the site will also be included in Option 2.



*To estimate the potential tax amount for any residential property at Apex Mountain use the equation below:
Divide 'TOTAL ASSESSED VALUE' by 1000. Then multiply that number by the indicated 'MIL RATE' listed above
Total Assessed Values are listed on your residential property tax notice or through www.bccassessment.ca

Contact: Roger Huston, RDOS Public Works Manager

Email: apexsurvey@rdos.bc.ca

Phone: 250.490.4103

Visit our website at : www.rdos.bc.ca

Contact: Tom Siddon, Electoral Area D Director

Email: tsiddon@rdos.bc.ca

Phone: 250.809.2548



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REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN

PRESS RELEASE

November 21, 2016

Apex Mountain Waste Transfer Station

The Regional District of Okanagan-Similkameen (RDOS) is asking residents, property owners and businesses at Apex Mountain Resort to comment on options for the development of a waste transfer station. An online survey has been set up and two public open houses are scheduled for early December.

In 2010 the RDOS consulted with property owners on whether or not to construct a waste transfer station for garbage and recycling. A majority of respondents were in favour of moving forward. In 2016 the RDOS and Apex Mountain Resort agreed on a location for the waste transfer station and entered into a sublease agreement for the site.

Now the RDOS is asking for input on two different design options. The Option1 involves constructing a building to enclose separate compactor bins for garbage and recycling. Option 2 is a concrete pad with the two compactor bins with no building. Both options use bear proof bins. A key goal will be to keep the site clean.

Candace Pilling, RDOS Engineering Technologist, thinks either option will provide an important upgrade to the current system.

“We often get calls about the current waste bins,” explains Pilling. “Illegal dumpers drop waste around these bins making a huge mess and attracting unwanted animals including bears.”

According to Pilling, the current waste bins are not open to the public. They are only for the use of Apex Mountain Resort and a few property owners that pay for the system. The new RDOS Waste Transfer Station will provide service for all businesses and residents at the resort.

“With businesses and residents working together we can upgrade the waste bins and provide a better system for everyone.”

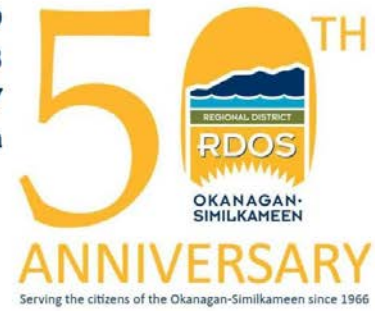
An open house will be held on Monday December 5th, 2016 from 6 pm to 7:30 pm at Apex Mountain in the Longshot Day Lodge beside the cafeteria. On Tuesday December 6th, 2016 an open house will be held at the RDOS office at 101 Martin Street from 6 pm to 9 pm with a presentation at 7.

Details of the project, renderings and the Online Survey are available through the RDOS website at www.rdos.bc.ca. Click on ‘Apex Transfer Station Survey’ on the right hand side. For further information please contact the Regional District Solid Waste group at 250-490-4129, visit www.rdos.bc.ca or e-mail info@rdos.bc.ca.

Renderings of the site are available for download and use at
<http://www.rdos.bc.ca/departments/public-works/solid-waste/apex-mountain-waste-transfer-station/>

Candace Pilling can be contacted at 250-490-4210 or cpilling@rdos.bc.ca.

<i>Distribution:</i>		<i>For Internal Use Only:</i>	
All Media		Approval Checklist	
All Directors		Department Manager	
B. Newell, Chief Administrative Officer		Area Director(s)	
RDOS Intranet		OCAO	
RDOS Internet		Posted	
CivicInfo		File: Document2	



December 6, 2016

File No.: 5330.20 D
Apex Waste Transfer Station

Re: Correction to Apex Mountain Transfer Station Information

At an open house held at Apex Mountain Resort December 5th, a transcription error was identified regarding the Mil Rate provided in the October 2016 newsletter for the Apex Mountain Transfer Station. The correct Mil Rate is listed below as well as the attached updated newsletter.

Tax Amount for Average Residential Property (No Change)	Mil Rate (Corrected)
Option 1: Building \$187 per year for 10 years	0.9611
Option 2: No Building \$137 per year for 10 years	0.7127

If the incorrect Mil rate was used to estimate the cost for a particular residential property, please recalculate the amount using the correct Mil rate. Information on how to use this Mil Rate to estimate the tax bill for a residential property at Apex is included in the updated newsletter.

Additionally, the Regional District has extended the timeline for the survey until Friday, December 16th in case any respondents wish to revisit their submitted survey. The survey is available online at www.rdos.bc.ca. Property owners can also contact the Regional District using the contact information below.

If you have any questions please contact the Regional District at 250-492-0237, toll free 1-877-610-3737, apexsurvey@rdos.bc.ca or visit www.rdos.bc.ca.

The Regional District apologizes for this confusion.

Yours truly,

Cameron Baughen
Regional District of Okanagan-Similkameen
Solid Waste Division

Survey Question:

Which of the two different design options for the Apex Transfer Station would you prefer the RDOS proceeds with?

◇ Option 1: Building

◇ Option 2: No Building

For more information regarding the two options please attend the Open House at the RDOS Office on December 6th, 2016. The survey will be available at the Open House or it can be submitted online at <http://survey.rdos.abcweblink.ca/>. The Survey will close December 16th, 2016 at midnight.

Option 1: Building

Includes pre-fabricated metal building with retractable door(s) and covered walkway to snowshoe trails.
Bear resistant compactor bins for garbage and recycling inside the building.

Tax amount for average* residential property at Apex Mountain

\$187 per year (first ten years) - (mil rate 0.9611) Updated

After ten years \$83 per year—(mil rate 0.4266)

Option 1 meets the Apex Property Owner's concerns regarding winter conditions, the nearby creek, visual aesthetics, "bear-resistant" practices, deterrent of other wildlife, noise and odour issues. It includes the installation of a concrete slab underneath a metal frame building with a large retractable over head door(s) for waste removal truck access, and a man door for user access. Additionally lighting, a security camera, an asphalt access road and an overhang walkway, to allow safe



Option 2: No Building

No building. Bear resistant compactor bins for garbage and recycling.

Tax amount for average* residential property at Apex Mountain

\$139 per year (first ten years) - (mil rate 0.7127) Updated

After ten years \$83 per year - (mil rate 0.4266)

Option 2 minimizes the costs to the Apex Property Owners. It includes the installation of a small concrete slab underneath the compactor and waste bins. Lighting, a security camera, a gravel access road and a walkway to allow safe access to the current marked trails at the site will also be included in Option 2.



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Total Assessed Values are listed on your residential property tax notice or through www.bcassessment.ca

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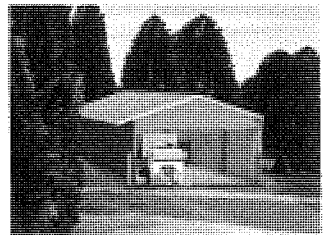


Apex Mountain Waste Transfer Station Survey

The Regional District of Okanagan-Similkameen (RDOS) is working towards installing a waste transfer station at the Apex Mountain Resort. In order to determine which type of installation to proceed with the RDOS would like the Apex Property Owners, Businesses or Residents to vote below for their preferred design option for the Apex Transfer Station.

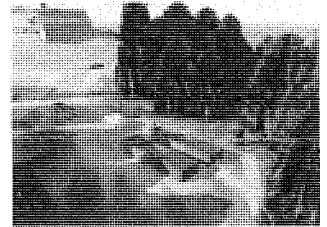
Option A: Building

- Pre-fabricated metal building with retractable door(s), lighting, a security camera, an asphalt access road and covered walkway to snowshoe trails. Bear resistant compactor bins for garbage and recycling will be inside the building.



Option B: No Building

- No building. A small concrete slab will be installed underneath the bear resistant compactor bins for garbage and recycling. Lighting, a security camera, a gravel access road and a walkway to allow safe access to the current marked trails at the site will also be included in Option 2.



SURVEY QUESTIONS:

1) Please choose your preferred design option:



Option A: Building



Option B: No Building

2) What is the civic address of the property you own or reside on? (OPTIONAL)

Apex Mtn Resort

3) Please provide any additional comments. (OPTIONAL)

Voting will be available until December 9th, 2016 at 12 midnight.

This survey is only to be filled out only once, either online or paper version, and only by Apex Property Owners

Apex Mountain Waste Transfer Station



Agenda

- 1) Introductions
- 2) History
- 3) Chosen Location
- 4) Design Criteria
- 5) Findings
- 6) Design Options
- 7) Recommendations Regarding Other Services
- 8) Survey

History

•Rejected Sites

Gravel Pit at Apex Entrance
Requires extensive road
upgrades for safe entry

Past Avalanche Area
Electrical lines through
avalanche area expensive.



Old Gun Barrel Parking Lot
Rejected by Apex Resort

Apex Mtn Rd Pull Out
Deemed not safe for entry by Ministry of Transportation and Infrastructure

History

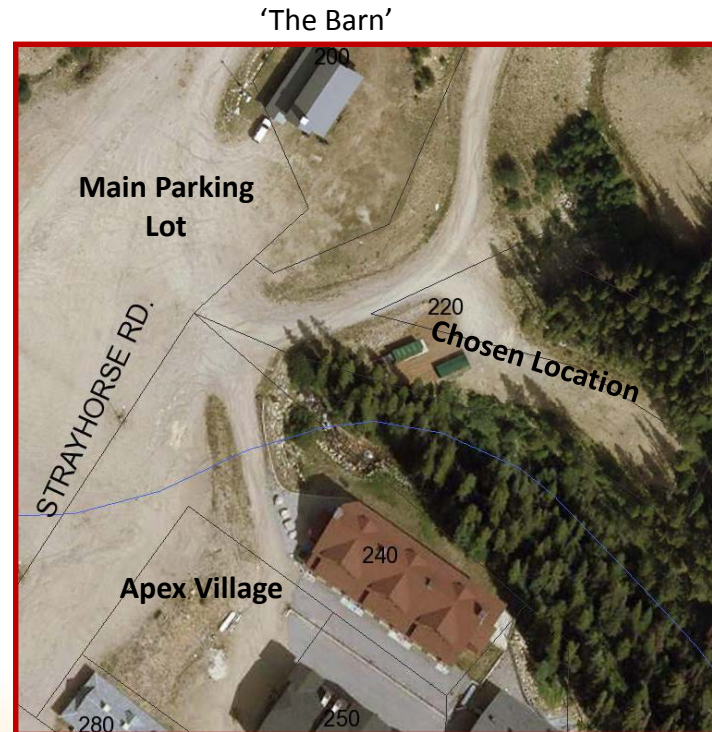
2010 SURVEY QUESTIONS	Totally Agree	Somewhat Agree	Not an Issue	Somewhat Disagree	Totally Disagree
Apex Mountain needs a transfer station for garbage and recyclables.	45%	20%	6%	4%	26%

- 169 responses to the 2010 survey
- Respondents in majority that Apex Mountain needs transfer station
- Just under a third of respondents opposed
- Main issues put forward include:
 - lack of need,
 - cost,
 - location near village,
 - smell,
 - lighting.
- Transfer Station placed in Regional Solid Waste Management Plan
- Service area created that allows for taxation to cover costs of designing, building and operating the facility
- 2014 \$17,000 went to taxes, no charges 2015 and 2016 \$36,155
- 2016 costs include surveying, lawyer and staff time

Chosen Location

CHOSEN LOCATION

- Located below Barn in main parking lot.
- Apex Mountain Resort currently has waste bins there.
- Brought to public consultation and survey in 2010.
- RDOS entered into sub-lease with Apex Mountain Resort in 2016.
- Sub-lease expires end of 2028.
- Sub-lease total payment \$10.



Design Criteria

ISSUE	DESIGN SPECIFICATION
Safe to access by car	Traffic plan developed
Smell	Enclosed compactor bins
Cost effective as possible	Metal building lowest cost for building, choice of no building
Aesthetics match Apex area	Building design similar to 'Barn' in parking area, closing bay door
Bear safe	Enclosed compactor bins with bear proof latches
Safe access to trails	Roofed walkway protects from snow off roof
Reduction of illegal dumping	Security cameras, bylaws, fines and Staff to clean up quickly
Lighting	Direct or shield all lights away from other buildings
Fairness of charges	Taxation means less costs to small units and more to larger homes

Findings



Compactor bins recommended
(they will be paid off in
approximately 6.5 years)



Separate food waste collection
will not be simple to implement



Apex Mountain Resort tax rate lowered by
Province. Apex Mountain Resort charged
\$6,400 to \$8,600 per year for additional
commercial waste

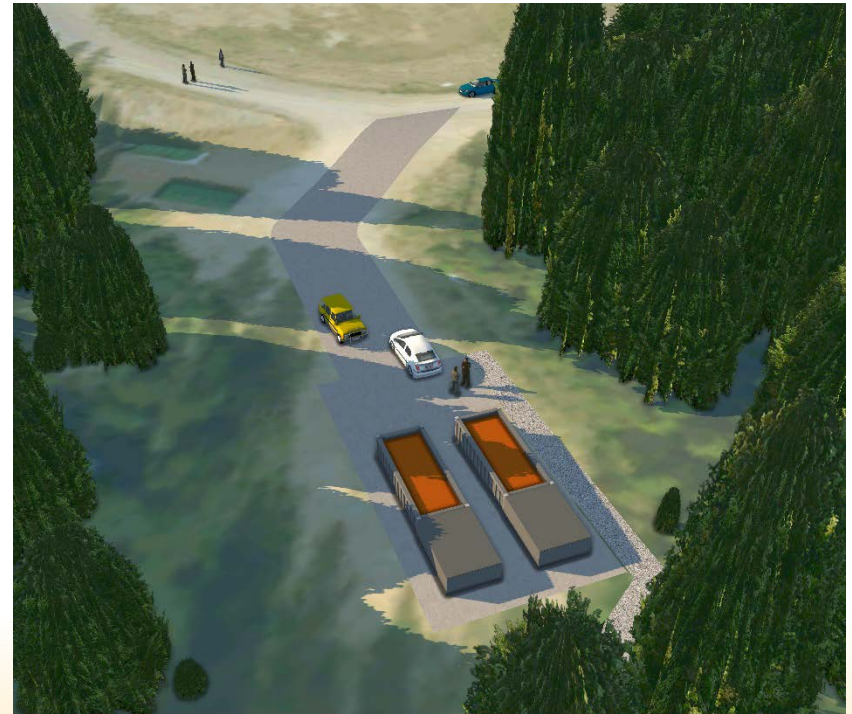
Design Options

- Survey Question:

Option A: Building



Option B: No Building



The cost for each option is based on the assessed value of the property

Design Options

- Need to pay off building or other improvements in lease period (10 years)
- Check with Staff here if you need help getting your Assessed Value or calculating your property estimate using mill rate tonight
- <https://evaluatebc.bcassessment.ca/>



Year Built
1974

Description
1 STY house - standard

+ Show property details and recent sales history

Total Value **\$560,000**

Assessed as of July 1st, 2015

Land	\$407,000
Buildings	\$153,000

Previous Year Value **\$540,000**

Land **\$407,000**

Buildings **\$133,000**

Area-Jurisdiction-Roll
17-222-07408.050

Are the property details correct? ▾

Recommendations Regarding Other Services

- Requests for Bulky Item collections and other services
- Staff doesn't recommend starting any new additional services at this time
- Many unknowns until the program is running including total construction and operational costs
- Renovation and demolition material will never be included in any Bulky Item collection
- Recommend waiting until the program is going and then review potential costs
- Will look at promoting any person or business willing to collect mattresses, furniture or appliances for recycling

Surveys

Please fill in survey tonight or visit
www.rdos.bc.ca

Thank You For Attending

LOCATION

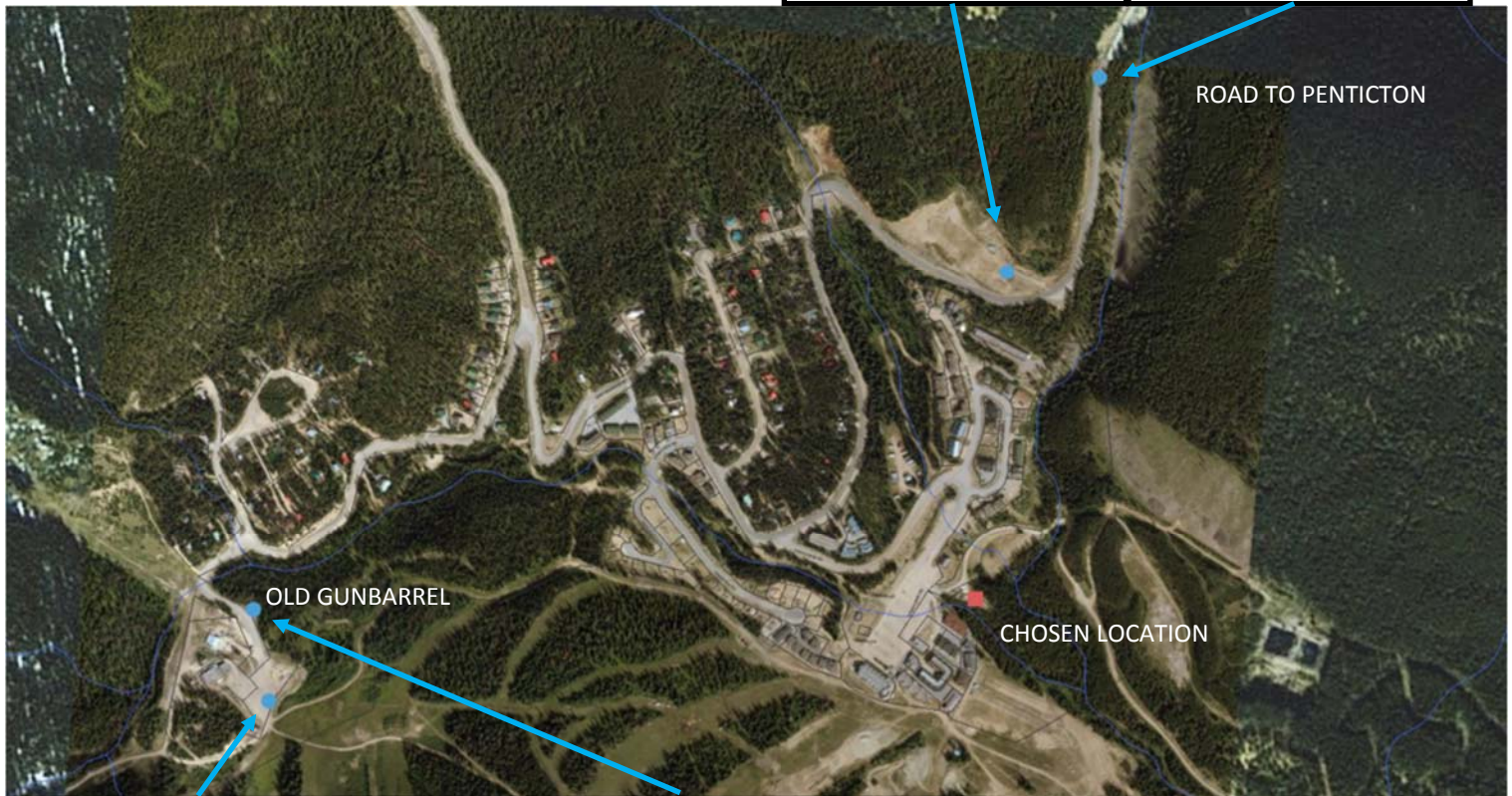
- **Rejected Sites**

Gravel Pit at Apex Entrance

Requires extensive road upgrades for safe entry

Past Avalanche Area

Electrical lines through avalanche area expensive.



Old Gun Barrel Parking Lot

Rejected by Apex Resort

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- Brought to public consultation and survey in 2010.
- RDOS entered into sub-lease with Apex Mountain Resort in 2016.
- Sub-lease expires end of 2028.
- Sub-lease total payment \$10.

'The Barn'



2010 SURVEY RESULTS

A mail back survey was sent to every Apex property owner in 2010 with 169 surveys returned.

SURVEY QUESTIONS	Totally Agree	Somewhat Agree	Not an Issue	Somewhat Disagree	Totally Disagree
Apex Mountain needs a transfer station for garbage and recyclables.	45%	20%	6%	4%	26%
My main concern with a transfer station is cost.	60%	27%	8%	3%	2%
Every home and condo should pay the same towards the transfer station.	39%	11%	3%	8%	39%
The cost of the transfer station should be placed on taxes.	29%	12%	3%	7%	49%
Any transfer station should be built to reduce bear attractants.	58%	17%	19%	1%	5%
This issue should go to referendum.	32%	9%	16%	13%	30%

Common comments in the survey:

- As reasons opposing building a Transfer Station, many owners stated they bring waste to a home in the Valley or only use their properties seasonally
- Many owners felt that full time Apex residents and businesses should pay more
- Illegal dumping at the current garbage compactor is recognized as a problem
- The placement of the Transfer Station close to the Village and near homes was a concern especially with lighting and smell

DESIGN SPECIFICATIONS

ISSUE	DESIGN SPECIFICATION
Safe to access by car	Traffic plan developed
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Cost effective as possible	Metal building lowest cost for building, choice of no building
Aesthetics match Apex area	Building design similar to 'Barn' in parking area, closing bay door
Bear safe	Enclosed compactor bins with bear proof latches
Safe access to trails	Roofed walkway protects from snow off roof
Reduction of illegal dumping	Security cameras, bylaws, fines and Staff to clean up quickly
Lighting	Direct or shield all lights away from other buildings
Fairness of charges	Taxation means less costs to small units and more to larger homes

FINDINGS

Compactor Bins for Recycling and Garbage

Having compactor bins for both garbage and recycling will end up saving money. The cost saving are estimated between \$2700 to \$4600 a year. The RDOS can look at using the present Apex compactor bin for recyclables. Cardboard is best collected with other recyclables.



Future Food Waste Collection

In the event the RDOS bans food waste at the Campbell Mtn Landfill, Apex Mountain will have difficulties collecting clean food waste at the Transfer Station. Food waste will either need to be mixed with garbage or an alternative approach will have to be developed with the Apex community.

Apex Mountain Resort Commercial Charge

It has been estimated that commercial users generate 17.8% of the waste but currently pay only 10.7% in taxes. In order to ensure fairness for all transfer station users, the RDOS is proposing to add an additional commercial charge to the Apex Mountain Resort for use of the facility equal to 7.1% of capital and operational costs or between \$6,400 and \$8,600 per year, dependent on the selected transfer station design.

FINANCIALS

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Tax amount for average* residential property at Apex Mountain

\$187 per year (first ten years) - (mil rate **0.9611) **Updated****

After ten years \$83 per year—(mil rate 0.4266)

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Capital Costs

Engineering, Public Consultation, Construction Management
Option A Construction - With Building (see breakout below*)

Estimate

\$200,000
 \$392,750

Annual Operating Costs

Annual Operating Costs (includes rental of compactors)
 Charge to Apex Mountain Resort based on 7.1% of capital and operational costs (higher amount shown)

Estimate

\$50,000
 -\$8,600

Breakout of Option A Construction - With Building*

Site Works
 Roadworks and Stormwater
 Metal Building with concrete base
 Fortis BC Upgrades
 Contingency

Estimate

\$13,500
 \$41,600
 \$221,400
 \$37,000
 \$79,250

All costs above are estimates based on preliminary design

*To estimate the potential tax amount for any residential property at Apex Mountain use the equation below:
Divide 'TOTAL ASSESSED VALUE' by 1000. Then multiply that number by the indicated 'MIL RATE' listed above
 Total Assessed Values are listed on your residential property tax notice or through www.bccassessment.ca

FINANCIALS

Option B: No Building

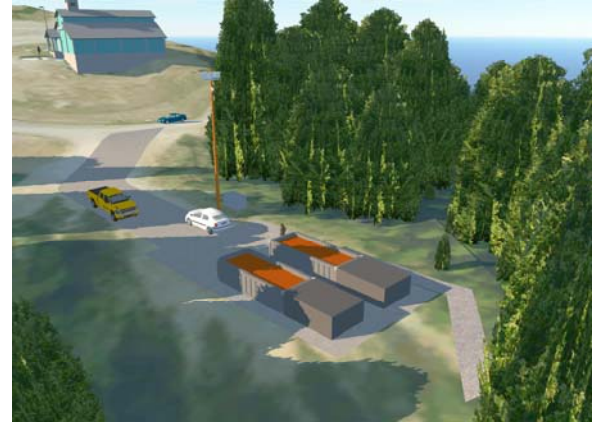
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\$139 per year (first ten years) - (mil rate **0.7127) *Updated***

After ten years \$83 per year - (mil rate 0.4266)

Option 2 minimizes the costs to the Apex Property Owners. It includes the installation of a small concrete slab underneath the compactor and waste bins. Lighting, a security camera, a gravel access road and a walkway to allow safe access to the current marked trails at the site will also be included in Option 2.



Capital Costs

Engineering, Public Consultation, Construction Management

Option B Construction - No Building (see breakout below)**

Estimate

\$200,000

\$132,000

Annual Operating Costs

Annual Operating Costs (includes rental of compactors)

Charge to Apex Mountain Resort based on 7.1% of capital and operational costs (higher amount shown)

Estimate

\$50,000

-\$8,600

Breakout of Option B Construction - No Building**

Site Works

Roadworks and Stormwater

Site Improvements

Fortis BC Upgrades

Contingency

Estimate

\$4,900

\$24,400

\$38,400

\$37,000

\$27,300

All costs above are estimates based on preliminary design

*To estimate the potential tax amount for any residential property at Apex Mountain use the equation below:
Divide 'TOTAL ASSESSED VALUE' by 1000. Then multiply that number by the indicated 'MIL RATE' listed above
Total Assessed Values are listed on your residential property tax notice or through www.bccassessment.ca

BUILDING SAMPLES



Survey Results:

Option A: Building 70

Option B: No Building 36

Option A: Building 66%, Option B: No Building 34%

Comments:

Don't block access to ravens trail, south side of area you will be building

Make sure the building is big enough

I think an enclosed building would be much neater than an open site. Also, may reduce illegal dumping. Difference in cost is minimal.

A building must be built or the problem will stay the same, garbage strewn everywhere.

You need to do a better job of explaining why/how this is going to be kept clean.

Build it!

Basing the fee per household on assessed value of each property is highly disproportionate. Please consider another option-there must be another way.

Please install fencing to stop wind and birds moving trash that's left around the ends up in the creek. Please build this as soon as possible and make it pretty.

What is in place for year 11 as you said the lease is up.

If you do this without a building we will end up with the same mess that exists now. The difference is a no brainer.

What will be the times open and what about large objects.

Bulky items once or twice a year. Is it open 24 hrs?

Weekend use-We take our trash home.

Convenient site, keep it simple. I will always overflow.

Still recommend plans for an alternate site for the future as Apex Village expands.

a Hybrid rate charge. Each of 750 unit owners pay \$80.-\$100. user fee for Garbage. The remainder could be made up at above Mill rate per property value.

Please go with the building option!

As the proposed site for the transfer station is very close to condo developments and trail heads, the only option should be a covered building. At present, the uncovered transfer area is unsightly and loud.

I prefer that a building be in place for the garbage, however, anything would be an improvement over the current situation. Either way, something needs to be done to prevent illegal dumping.

The one without the building is no better than what we have now. We know this doesn't work because everyone drops their crap and it blows all over the place.

This should be user pay. I don't use it or need it. I bring my stuff down with me.

As new property owners at Apex, and long time ski resort clients, we feel that the building option is the best way forward. For many years the garbage bins have been an eyesore at the entrance to much loved snow shoe trails and visible from the parking lot by all people. A long term, permanent solution that we at Apex can all be happy with and proud of, is desperately needed.

would prefer not to see located in middle of village also as a commercial operator I hope to keep my garbage bins but don't want to pay twice.

This is close to our unit. I will accept everyone else's garbage in my backyard if and only if everyone agrees to fund a proper facility. It should be possible to make this look good. It does NOT have to be a value-killing eyesore.

I would prefer no changes

Including a building addresses one of the main concerns, that being unsightly and messy garbage in an area right in the center of the village. I am strongly in favour of the building option.

1. Underground electrical service 2. Sprinkler/fire suppression in building? 3. Signage directing visitors to facility.

already paying for similar service, with no guarantee lease will be renewed! Save us the cost of moving/renewing which Apex will certainly take advantage of!

Inappropriate location, very short sighted, obviously no qualified planner on staff. Apex Mountain Resort already is short on parking and this location will further reduce parking by 25 spots. Going to be lots of vexed people getting towed from the Keremeos Creek Strata parking

who already owns about one third of current parking lot. Transfer station needs to go at old gravel pit and will end up there if the resort ever changes hands.

great presentation at Apex

With regards to commercial garbage, as a previous owner of The Trading Post, I don't think adding more burden to the small businesses at Apex is a good plan. Apex Mountain Resort will take any increase in costs and pass it directly to the small businesses that lease from them. I paid \$100 a month for garbage for the four months that the store was open. It worked out to be almost \$5 per bag. It is very tough to make a go of a seasonal business at Apex and if you charge Apex Resort more they will just pass it on to The Edge, The Gunbarrel and the Trading Post. The hotel used a separate bin supplier other than Apex Mountain Resorts because Apex charged so much it made more sense rent bins and pay for dumping. The other main issue is the garbage that is around the bins. It is beyond disgusting and an embarrassment to the Apex Community at the moment. I hope there is a provision for workers to clean up in and around the building of bins because it will be needed. There has to be mandatory fines for large items left behind as well. They installed a camera at the current bins but it hasn't stopped the dumping of couches, beds, appliances, etc. It is pretty sad that people don't know better. With the RDOS providing garbage removal in the future everyone will know they are paying for garbage on their taxes so the illegal dumping of large items is only going to get worse.

1. Regardless of the option chosen, the facility must be managed better than the current Apex waste/recycling facility. For years, winter or summer, this facility has been poorly managed. Overflowing containers, debris allowed to blow into the air and fall into the creek. Current facility, big mess. New facility, what is going to change with the management and the standard of care? The current situation is a concerning indication of what will take place with the new facility unless management changes or improves. 2. Security cameras: absolutely essential at the Apex site and we understand that these will be included in both options. However you must ensure that the quality of the camera recording and the area covered must be adequate to identify all illegal users as abuse and illegal use of this facility WILL definitely occur.

At present, the waste area is extremely loud and attracts crows and other wildlife. As neither option will eliminate this, perhaps at least housing the containers in a building will improve these problems (as well as be more aesthetically pleasing for the property owners who look directly onto this area). Ideally, I would rather see the waste area moved farther away from occupied units to a more remote area.

Given the harsh weather conditions at Apex, a building makes the most sense to us and isn't that much more expensive. Thank you

We have owned property at apex for thirty years and have never had difficulty taking care of our own garbage and recycling. We will not use the new facility

We will never use this!

- a few design features to ensure it fits in with local residences would be money well spent (e.g. exposed timbers, etc.)

Hello, I am submitting my suggestion for a more equitable method of sharing the costs of the solid waste station proposed by the RDOS.

I hope you will consider this idea instead of mil rate based on assessed value.

1. A flat rate for lots with single family residences-- duplex / triplex would be per unit etc.
2. A flat unit rate for commercial hotel based on number of "units"
3. a rate for food/beverage services based on size or seats i.e. the Edge wouldn't pay as much as the Gunbarrel
4. Empty lots a base price (low low) until built upon

The RDOS can do better than what they presented to us.

The RDOS solution as presented is not equitable or fair in my opinion.

Hello, not sure if it is possible to add my voice to the transfer station at Apex. If so:

I am opposed to this added cost as most people are seasonal occupants and simply take their garbage down the hill to their homes.

Not sure why we seasonal occupants would want to pay for Apex permanent resident garbage collection and those that rent properties that might produce a lot of garbage, my thoughts.

A response would be appreciated.

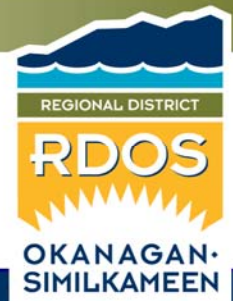
I have thought about the payment system proposed for Apex. I don't understand why the method of payment should be any different here than for any other community. I have lived in the RDOS in Naramata, and now live at Hasula also in the RDOS. The system used for these areas works well, why the proposed change to the tax system. I think that this is very unfair as some who have condo's will generate as much solid waste as a cabin but pay much less as their property value is less. That to me is inherently unfair. I am fully in favor the transfer station and the building, it is only the financing of the project that I find troublesome.

Thanks for taking my call and your understanding of our position regarding the taxation model being considered for Apex Property owners to fund the waste transfer station. As stated, I have a BC assessed home valued at \$479,000 X 0.9611 = \$460. /year or \$38./month for trash and recycling. Over the past 10 years Apex Mt. Resort charged \$120 per year for the current services. With the current rates you're suggesting, we'll pay 3 times that amount for the same service. This is not at all reasonable. We own a 3-bedroom home that we use maybe 4 - 5 months a year during ski season. We have two people living here, both seniors, (Julia 68 and me 71) and we DON'T RENT out our ski home or rooms. We recycle everything and average 1 bag of trash every two weeks. We were in favour of Option # 1 but if our costs are significantly less we'll go for Option # 2. Our best choice from a monetary standpoint would be to let Apex Mt. to continue their service. Again, payment determined by home value and mil rate is totally unacceptable and unfair. Many property owners rent out their ski homes, rooms, condos and apartments, using the solid waste services in much more volume than we. As well, with a shortage of apartments and condos in Penticton, there is now a sizable increase in full time renters at Apex for 12 months a year. The Waste Transfer Station, whatever it ends up being, should be cost shared EQUALLY to EVERY home, business, condo/apartment in every stratum. This would be far fairer to the likes of us who are not using the service to the extent that our share of the cost would indicate. 10 years of work has gone into this Waste Transfer Station and that effort is appreciated. However, it seems that equitable funding for this project is still a concerning and fundamental issue that needs further exploration. We feel so strongly about this that we will refuse to pay the full amount for this station if it is assessment value. We will instead base our payment on our usage and submit monies that cover our usage in a manner that is fair and equitable to us.

I have reviewed the information recently distributed by RDOS on the Waste Transfer Station and the Dec. 6th/16 letter of C. Baughen. As a property owner I understand the rationale of having all property owners being held responsible for the capital outlay to establish the station. But it concerns me that owners of undeveloped property are being to be charged for the ongoing operating costs of said waste station. It is patently obvious that such property owners gain no benefit from the day to day operation of the station and therefore should not have to pay such annual fees. I would further point out that our annual property taxes recognize the distinction by not assessing taxes against anything beyond the theoretical capital value of property. Again, the proposed payment methodology proposed in Mr. Baughen's letter amounts to a fee being charged the property owners in question without the receipt of any benefit. Holding or developing property at Apex is already financially onerous, particularly given the loss of resale value over the past ten years. I hope your endeavour does not add to holding costs.

Regional District of Okanagan-Similkameen

Apex Mountain Waste Transfer Station



February 2017

Keeping the Community Informed

Survey and Open House Results

In October 2016 the RDOS released an online and paper survey to the residents and businesses at Apex Mountain Resort regarding two design options for the Apex Mountain Waste Transfer Station. The RDOS hosted two open houses to review the design options, cost, construction timelines, and to answer questions from residents and businesses.

Survey Results	Option A: Building	Option B: No Building
106 Surveys Received	66%	34%

The open houses and survey comments identified some key issues that residents and businesses would like considered:

- Illegal dumping at the current site occurs frequently. Materials include building materials, electronics and furniture. Some property owners would like options for large item disposal at the Mountain. Others would like surveillance cameras and fines for people that illegally dump materials.
- Some property owners were concerned about using property value as the basis for payment. For example a cabin valued at \$450,000 could pay over \$430 a year compared to a \$100,000 condo paying \$96. Some requests were made to share costs more equitably between units.
- A few residents and businesses questioned the need for a new waste transfer station. People that did not want a waste transfer station generally opted for the lowest cost approach (No Building).
- Environmental issues discussed included windblown litter, materials getting in the neighbouring creek and wildlife.
- Concerns about smell and noise for units close to the site were expressed along with some opposition to the site location in general.

Next Steps

Due to the survey results, the RDOS is now finalizing design for a building at the waste transfer site. Samples of the type of proposed building can be found on the reverse side of this newsletter. Building colours and design will be chosen to work with the Apex Mountain Resort Village and will take the various issues identified into consideration. The RDOS expects to hire a contractor in late spring for construction over summer 2017. The Regional District will also be requesting quotes from companies regarding pricing for the compaction and transport of waste and recycling.

Other upcoming steps include creating rules, regulations and fines for the site, hiring a maintenance contractor to ensure the site stays clean, and reviewing potential options for payment, such as a fee for service rather than taxes.

Regional District staff intend to provide an update regarding the Waste Transfer Station at the Mountain later this spring.



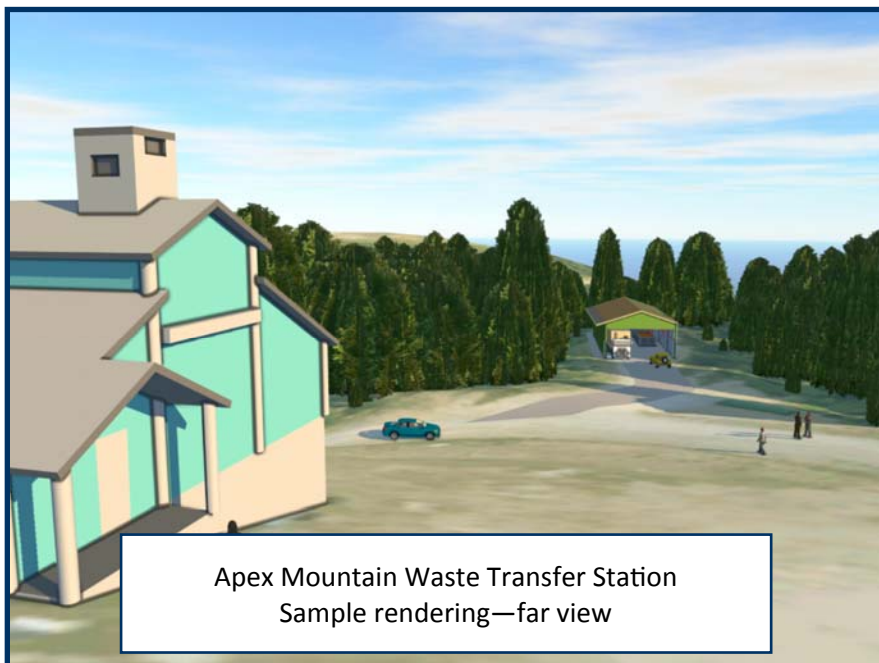


Samples of Metal Buildings
(above and below)

Building colours and design will be chosen to work with the Apex Mountain Resort Village



Apex Mountain Waste Transfer Station
sample rendering—close view



Apex Mountain Waste Transfer Station
Sample rendering—far view

For historical information on this project please visit the Apex Mountain Waste Transfer Station page at www.rdos.bc.ca

Contact: Cameron Baughen, Solid Waste Management Coordinator
Email: apexsurvey@rdos.bc.ca
Phone: 250.490.4203
Visit our website at : www.rdos.bc.ca

Contact: Tom Siddon, Electoral Area “D” Director
Email: tsiddon@rdos.bc.ca
Phone: 250.809.2548

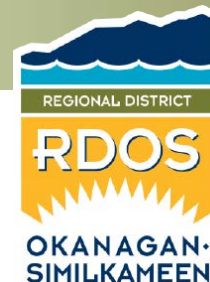


REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

INFORMATION RELEASE

August 29, 2017

Construction of Apex Mountain Waste Transfer Station To Finish 2018



The Regional District of Okanagan-Similkameen will complete the construction of a waste transfer station at Apex Mountain Resort in 2018. The waste transfer station will provide garbage and recycling service for the homes and businesses at the ski hill.

Completion in 2018 is due to a number of factors including a change of ownership of the resort, higher than estimated construction pricing, internal capacity issues due to Staff working on flooding and fires and a lack of clarity on how the project will be financed. RDOS Staff determined that finishing construction in 2017 was not financially feasible with the short building season at the ski hill. Proceeding this year would have cost residents more money than waiting until next summer.

The facility is now slated for completion next year. Works completed this year include power upgrades to the site. Updated information will be shared on the RDOS website. For more information visit www.rdos.bc.ca, email info@rdos.bc.ca, call 250-490-4129 or toll free 1-877-610-3737.

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Karla Kozakevich, Chair
Regional District of Okanagan-Similkameen

<i>Distribution:</i>		<i>For Internal Use Only:</i>	
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ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Apex Mountain Waste Transfer Station - Proposed Fees and Tax Structure

Administrative Recommendation:

THAT for the Apex Mountain Waste Transfer Station the Regional District of Okanagan-Similkameen recover capital costs from taxation and operational costs as a fee for service.

Purpose:

To describe the cost recovery options available associated with construction and operation of the Apex Mountain Waste Transfer Station. Further, to allow staff to complete budget planning for the 2018-2022 period.

Reference:

[RDOS – Apex Mountain Waste Transfer Station](#)

[Apex Mountain Solid Waste Transfer Station Local Service Establishment Bylaw](#)

Business Plan Objective:

Objective 3.3.4 Implementing the Solid Waste Management Plan

Background:

In 2016 and 2017, Staff consulted with property owners at Apex Mountain regarding the construction and operation of the Apex Mountain Waste Transfer Station. Estimated costs were presented based on all capital and operational charges being placed on taxes, and were calculated using both land and improvements.

Concerns were raised by residents related to placing all charges on taxes. Bare land owners felt they would be contributing to a service they would not be using. The hotel at Apex wanted to continue their own bin service and felt contributing to a service they would not use would be unfair. Home owners with more valuable cabins felt that they were unfairly paying more towards the service than those in smaller units even though waste generation per dwelling may be similar.

Analysis:

Capital charges being placed on taxation and operational charges being applied to only properties using the service is common for water and waste water utilities operated by the RDOS. The rationale is as follows:

- Properties with no improvements are not charged operational costs but do contribute to a community asset that will be used once their property is developed;

- Entities not using the service may choose to use the service at a later date and shall have contributed a fair portion to the capital costs.

There are 598 taxable units (mix of properties and strata units) identified at Apex Mountain. Of these approximately 488 are residential units.

Using both taxation and fee for service as a cost recovery mechanism increases the overall costs for most users of the system as the costs are spread over 100 less properties. The financial analysis completed is presented in the tables below.

Table 1: Basis for Residential Charge Estimates

Estimated Costs	Cost	Notes
Total Capital Costs	\$592,790	Engineering, Construction
Annual Capital Payments	\$71,278	Amortized over 10 years at 3.5% interest
Annual Apex Mountain Contribution	(\$5,061)	7.1% of capital cost based on estimated volume of waste produced as compared to recovered funds from taxation
Remaining Annual Capital Cost	\$66,217	Amortized over 10 years
<i>Annual Operational Cost</i>	<i>\$62,100</i>	<i>Revised full year cost for 2019</i>
<i>Annual Apex Mountain Contribution</i>	<i>(\$4,409)</i>	<i>7.1% of operational cost based on estimated volume of waste produced as compared to recovered funds from taxation</i>
Remaining Annual Operational Cost	\$57,691	

Table 2: Recovery of Capital and Operational Costs By Taxation Only

Residential Taxable Mil Rate - Capital and Operational Costs (\$123,098)	1.0677 per \$1000 land and improvements; \$208 average property	Capital costs amortized over 10 years Average cost per home
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Table 3: Recovery of Capital Cost by Taxation and Operating Cost by Utility Billing (Charge per Housing Unit)

Residential Taxable Mill Rate Capital Only	0.5706 per \$1000 land and improvements; \$111 average property	Amortized costs over 10 years Capital portion
Residential Operational Charges	\$114 per home	Operational cost portion
Additional Utility Billing Costs	\$1.80 per home	Staff time/mailling per home
Average Residential Cost	\$226.80 average per home	Overall average cost per home

Initiating utility billing for the Apex Mountain Waste Trasfer Station will have additional "year-one" costs. These costs have been estimated at \$5,000 or an equivalent of \$10.40 per home.

There would be no change in what Apex Mountain Resort pays in either scenario (full taxation versus taxation and fees).

Alternatives:

Recover capital and operational costs by taxation only.

Communication Strategy:

RDOS Staff will conduct consultation with Apex Mountain property owners this winter regarding the construction of the waste transfer station and the cost recovery mechanism option chosen by the Board for implementation.

Respectfully submitted:

Cameron Baughen

C. Baughen, Solid Waste Management Coordinator

Endorsed By:

Janine Dougall

Janine Dougall, Public Works Manager

ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Award of Predesign for Skaha Estates Sewer Expansion Project

Administrative Recommendation:

This recommendation is to come forward later in the day, at the Board Meeting of October 19, 2017

THAT the Board of Directors reallocate the Regionally Significant Project Gas Tax Funds allocated for the "Okanagan Falls Wetlands Enhancement" project to the "Predesign of the Skaha Estates Sewer Extension to Okanagan Falls" project in the amount of \$360,911;

THAT the Board of Directors approve the expenditure of up to \$360,911 for consulting services to Tetra Tech Canada Inc. for the Predesign phase of the "Skaha Estates Sewer Extension to Okanagan Falls" project; and

THAT the Board of Directors execute a consulting services agreement with Tetra Tech Canada Inc. for the Predesign Services detailed in the Request for Proposals and the submitted Proposal for the "Skaha Estates Sewer Extension to Okanagan Falls" project.

Purpose:

Retain a consultant to carry out professional services required to prepare the predesign and updated costing of the new sewer system to allow a referendum process to proceed for the establishment of the Skaha Estates service area. It is anticipated that a future report will come to the Board after a successful referendum for the additional award of required consulting services.

Reference:

In accordance with the Purchasing and Sales Policy, the Regional District Board of Directors shall approve all purchases over \$50,000.

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

Key Success Driver #3 – Build a Sustainable Region

Goal 3.3: To develop an environmentally sustainable region with Objective 3.3.5 to bring the Skaha Estates and Kaleden areas into the Okanagan Falls wastewater treatment system.

Background:

There are two main components to discuss within this board report. The first is in regards to the Okanagan Falls Wetland project and the other with the Skaha Estates Sewer Extension project.

Wetlands Project

The Okanagan Falls Wetland Enhancement project has been in the future vision for wastewater treatment in the area since the idea was initially discussed during the development of the 'Okanagan Falls Sewage Treatment Plant - Strategic Review' in 2005. It was considered an enhancement option to potentially benefit the natural wetlands in the area. As the project proceeded, the wetland option was brought forward as an optional, future treatment that could be added when the time was right.

Of note, the Operating Certificate for the Okanagan Falls Wastewater Treatment Plant does not require installation or utilization of a wetland for treatment before the effluent is released into the Okanagan River.

In 2010, during completion of the Liquid Waste Management Plan and the Predesign of the new Wastewater Treatment Plant, the wetlands enhancement project was determined to be unaffordable at the time. The natural wetland area across the Okanagan River was not suitable and the Regional District did not have another location available. The plans were put on hold until a future undetermined date.

In 2012, funds were allocated from the Regionally Significant Projects (RSP) gas tax funds in an effort to move the wetland project along. In total, \$360,911 was allocated to the wetland project. Initial designs and estimates place the costs at about \$1.0 Million plus the cost of purchasing land. As part of the rules surrounding the RSP funds, the securing of complete funding for the wetland project is required prior to the RSP agreement execution. To date, although the funds are allocated to the wetlands project, the Regional District does not have an agreement for the RSP funds with UBCM as the total project costs have not been secured in full.

In 2016, the Regional District was provided an opportunity to purchase a 4.2 hectare piece of property for constructing an engineering wetland. The property was purchased and plans were initiated to design a system for reduction of endocrine disruptors or other micropollutants. A significant amount of research all across the globe is underway to look at the effects and treatment options for various micropollutants. To date however, there are still many unanswered questions on the most efficient ways of reducing these pollutants and as such the best layout within a constructed wetland area is largely unknown.

The Regional District has sought out additional funding sources, however the efforts have been unable to secure additional funds at this time to carry out the wetlands enhancement project to completion. The previously allocated RSP funds are expiring on September 30, 2018. These funds

will not be able to be utilized for construction of a wetland within this timeframe and as such, it is recommended that these funds be relocated to a different project.

Skaha Estates Sewer System

The addition of the Skaha Estates and Kaleden communities into the Okanagan Falls sewer system has been discussed since the late 1980's when the first Liquid Waste Management Plan was completed for the area. In 2014, the Board of Directors made the sewerage of Skaha Estates and Kaleden the top priority for the Regional District.

In 2015, an application was submitted to the Building Canada Fund – Small Communities Fund (BCF-SCF) for the sewerage project. Unfortunately this application was denied, however the Regional District was encouraged to reapply in the following year. In 2016, a revised application was submitted breaking the project into distinct phases; Phase 1 for Skaha Estates and Phase 2 for the Kaleden area. In March of 2017, the BCF-SCF grant was approved for Phase 1.

The submitted application to the BCF-SCF program requested a grant of about \$8.4 Million. The approved grant to the Regional District was about \$6.6 Million, which leaves a shortfall in funding of \$2.2 Million. The project has significant challenges with rock through out the Skaha Estates community and along Eastside Road. A large contingency was added in the grant submission for the removal of rock however with the reduced funding received, there is concern on whether the grant is sufficient to cover all of the rock removal required without increasing the cost to each property owner substantially. Initial discussions with the Ministry of Transportation and Infrastructure indicate potential opportunities for partnering on some work in the area that could reduce the Regional District costs.

The initial plan was to utilize the preliminary design created for the grant application and move towards holding a referendum for Skaha Estates within about eight months. The creation of the service area and borrowing bylaw would then be completed. With the reduced grant received, the initial project plan and potential risks were re-evaluated and an alternative approach is recommended.

Analysis:

The addition of sewers to the Skaha Estates community has many challenges. After the reduced grant was received, a review of the preliminary design was conducted to evaluate where potential increased risks could raise the project costs to unaffordable levels.

At this time to successfully move the Skaha Estates sewer project forward, it is recommended to complete a full predesign to quantify some key risks affecting the project costs. Specifically the geotechnical studies and archeological assessments, as well as confirming the exact layout including elevations of the sewer system. The cost to complete all of these predesign components is estimated at about \$347,000. After completion of the predesign work in mid-2018, the Regional

District would have an increased confidence in the projected estimates prior to initiating a referendum process.

With the refinement of the predesign and updated costs, one of the following outcomes will occur:

1. Predesign indicates Skaha Estates sewer project has sufficient funding to move forward with the grant received. Successful referendum is completed. Project will proceed as planned.
2. Predesign indicates Skaha Estates sewer project does not have sufficient funds to move forward with the reduced grant funding. Additional funding must be secured either through additional grants or increased contributions from the residents.
3. Predesign indicates Skaha Estates sewer project does not have sufficient funds to move forward with the reduced grant funding, no additional grants are available and residents do not approve the required contribution amount. The sewerage project for Skaha Estates is then abandoned and the sewer expansion project for Kaleden is initiated. The installation of the sewer system for Kaleden is expected to be much less than in Skaha Estates due to the more favorable ground conditions.

Options for Funding the Recommended Predesign Work:

In a typical capital infrastructure project that receives Federal & Provincial grant program funding, the predesign expenses would be paid from the received grant. In this case it would be the BCF-SCF grant received for the Skaha Estates sewerage project. This grant covers 2/3 of project expenses, leaving 1/3 to be paid by the service area residents. As the Skaha Estates sewer area is not yet a formal service area, the 1/3 of the costs (about \$116,000) would need to be allocated to the Rural Projects Area D budget in 2018.

- If the detailed predesign indicates sufficient monies are available, the 1/3 of the costs owed by the property owners could be rolled into the newly created service area in 2019 or 2020. Rural Projects Area D would have to cover the expenses until that time.
- If the detailed predesign indicates that the budget may not be sufficient and adequate funding may not be available, the Rural Projects Area D would need to cover the cost of at least \$116,000 or potentially the entire predesign expense of \$347,000.

The wetlands enhancement project will not be able to utilize the \$360,911 allocated to it from the Regionally Significant Program (RSP) funds prior to the expiration of September 2018. Discussions with UBCM indicate the RSP funding is eligible to be reallocated to the Skaha Estates sewer project for the predesign as it will ultimately result in construction of new infrastructure.

Given the above it is recommended that the RSP funds be reallocated from the wetlands enhancement project to the Skaha Estates sewer project for immediate use. The RSP funding would cover 100% of the costs to complete the predesign work.

Consultant Selection

In preparation of proceeding with the predesign, detailed design and ultimately construction of the Skaha Estates sewer expansion project, a Request for Qualifications and Expression of Interest for obtaining a consultant was released and eleven submissions were received on June 30, 2017. The eleven submissions were evaluated by three staff members to determine the shortlist of four consultants. The four shortlisted consultants were Associated Engineering, McElhanney Consulting Services, Stantec and Tetra Tech Canada.

These four shortlisted consultants received the full Request for Proposal (RFP) document used for selecting the consultant team for bringing sewers to Skaha Estates. Proposals were received on August 31, 2017. A team of five staff members independently evaluated and ranked the four proposals based on evaluation criteria presented in the RFP document. Following the individual evaluation, the team met to share and discuss results.

Each proposal had strengths and weaknesses. The most significant issues identified in the received proposals included insufficient detail on methodology and what deliverables were included, insufficient communications planning for the scope of work, and lack of clarity in the document. Significant strengths were also observed in the proposals including an analysis of specific project challenges, extensive communications and engagement plan, and a very detailed methodology for the project approach.

In the RFP, the overall budget was provided to the consultant. As a result, the methodology was the most critical aspect of the work. The team ranked the proposals with and without the points for the price and the ranking results were the same when costs were considered.

The following table provides the overall ranking of received proposals:

CONSULTANT	RANK
Tetra Tech Canada	1
McElhanney Consulting Services	2
Associated Engineering	3
Stantec	4

At this time, it is necessary to secure the consultant for completing the work on the Skaha Estates sewer expansion project. As discussed previously it is recommended to proceed with the predesign at this time to determine the ultimate design and construction plan with updated costs for the Skaha Estates area. Following the predesign stage, a report will return to the Board to award subsequent work to the contracted consultant, Tetra Tech Canada.

Alternatives:

1. The Board may decide to not reallocate the funding from the Regionally Significant Project gas tax funds and approve the expenditure of \$120,000 to \$360,000 from the Rural Projects Area D budget in order to move the Skaha Estates sewer project forward.

2. The Board may decide to abandon the Skaha Estates sewer project and direct staff to enter into discussions with the Ministry of Municipal Affairs and Housing (formerly the Ministry of Community, Sports and Cultural Development) on seeking approval to change the scope of the awarded project to the Kaleden sewer expansion.

Communication Strategy:

In order to undertake a project of this magnitude, community members must be kept well informed and feel included in the process. The goal is to have a positive process that people are excited about to lead to a common vision and cohesiveness. The latest public meetings held in April 2016 reaffirmed the desire of both communities to have sewers installed.

At the start of the predesign, the community will be engaged and contact will be made as often as possible through newsletters, website updates, emails, site visits and open houses.

Respectfully submitted:

Liisa Bloomfield

L. Bloomfield, Engineer

Endorsed by:

Janine Dougall

Janine Dougall, Public Works Manager

ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Third Quarter Activity Report – For Information Only



ACTIVITIES COMPLETED IN Q3 2017:

SOLID WASTE

- Apex Mountain Transfer Station – Design is complete. Confirmed acceptability of site location with new owners. Crown Statutory Right-of-Way for the power was completed and accepted by the Surveyor General's Office, now awaiting registration.
- Curbside Collection Contract – Contract awarded to Waste Connections of Canada (current service provider) for 7 years.
- Organic Feasibility Study – Letter sent to District of Summerland regarding potential siting at Summerland Landfill.
- Campbell Mountain Landfill Biocover Pilot – Test plots installed. Two plots have two different mixes using the Iona Island biosolids, one mix using the City of Penticton biosolids and one empty control plot. The four plots are sized 25m x 25m. First post installation sampling event carried out in mid-June. July and September Sampling Rounds completed, Interim Report completed in August and submitted to Ministry of Environment.
- Campbell Mountain Landfill Leachate – Test well drilled and initial pump test completed. Tender was released, contractor retained and construction of the drainage collection and pond storage system has started. Investigating available storage and leachate treatment options including poplar tree plantation irrigation.
- Keremeos Landfill Closure Plan – Closure plan finalized and submitted to the Ministry of Environment for review and approval. Waiting for feedback.
- Keremeos Transfer Station – Contracts awarded for Operations and Bin Management to Dutchies Transfer and (2005) Ltd. and Smithrite Disposal Ltd. respectively.
- Landfill lifecycle cost for Oliver and Okanagan Falls Landfills – Gap and information analysis report was reviewed by staff and final report is in preparation by consultant.
- The WildSafeBC program has been ongoing throughout all three quarters, with presentations at schools, local Guides and Scouts, SPCA Spring Camp, as well as radio interviews and articles in local media. The extreme dry conditions this summer has generated about a 10% increase in calls to the program causing an uptick in calls for presentations this fall.
- Business and Multi-Family Recycling Consultation – GreenStep Solutions, hired by the RDOS, conducted workshops with businesses in Osoyoos and Penticton to identify barriers and potential programs to increase recycling.

WATER

- Faulder – Obtained IHA approval of uranium removal and rescinded Water Quality Advisory.
- Olalla Water System Upgrades Phase 2 – Construction has begun on the Phase 2 watermain replacement project. Communications have been ongoing with residents of Olalla.
- Regional Water Use Regulation and Conservation Bylaw – Work continued on developing draft bylaw and identifying major issues for consultation with Environment and Infrastructure Committee and public.
- Missezula Lake Water Works District – Assessment of water system and operations nearing completion. Assessment report by consultant expected in Q4.
- Naramata Standby Generators – Construction work, commissioning and staff training complete at all three generator locations. Project came in on budget.
- Naramata Water System Rehabilitation Project – Construction has begun on the Hayman Road, Stonehouse, Naramata Road and Side Road projects. Continuous communications have been occurring with residents and businesses of Naramata.
- Naramata – Retroactive Right of Way acquisition for water main ongoing.
- Sun Valley Water System – Preparation of Request for Proposals underway for installation of a SCADA and communications system to allow for remote monitoring and controls.
- Willowbrook Water System – Crown Land Tenure application continuing for road access to the reservoir site. Preparation of Request for Proposals underway for installation of Phase 1 for a SCADA and communications system to allow for remote monitoring and controls.

SEWER

- Okanagan Falls sewer liftstations – Request for Proposals under development to install alarming and communications to three liftstations and selected manholes near the lakeshore.
- Skaha Estates & Kaleden Sewer Expansion – Project planning continues. Request for Proposals was released to 4 shortlisted consultants. Proposals were received and analysis is complete. Recommendations to be brought forward to the Board in Q4.

OTHER PROJECTS/PROGRAMS

- Similkameen Watershed Plan – Final report to be presented to the Board in Q4.
- Mosquito Program – the program is complete for the year.
- OBWB Drought and Flood Risk Mitigation and Management Plan Phase 2: the Draft Gap Analysis has been completed and will be presented to the Board in Q4. Work has begun on the Plan(s) component of the project.
- RBC Blue Water Project Grant: Protecting our Natural Assets - 8 Riparian workshops, videos, and material deliverables are completed and final report has been submitted to funder.
- The annual OBWB “Make Water Work” program, and “Don’t Move A Mussel” program launched at the end of Q2 and the RDOS has completed all outreach objectives.
- Asset Management Investment Plan (AMIP) – Phase 2 Report finalized and presented to the Board. Grant application was submitted to complete next phase of asset management planning.
- Vaseux Lake Land Use and Water Quality Assessment – Request for Proposals was developed and a consultant was retained to begin the assessment of sources of nutrients or sediment contributing to the increased milfoil and algae growth in the lake.

- Shinish Creek Diversion – Site visit completed by staff. Review underway for determining future required work.

SUBDIVISION

Subdivision Referrals

- 14 referrals received to date for 2017
- 43 referrals ongoing and pending applicants' action

Ongoing Major Subdivisions:

- Naramata Benchlands
 - Phase 2, Outlook - 42 strata lots, Letter of Approval (LoA) issued
 - Phase 3, No subdivision application yet, Developer in zoning amendment process
- Kettle Ridge
 - Phase 2, 20 fee simple lots, LoA issued
 - Phase 3A, 17 fee simple lots, under construction
 - Phase 3B, 20 fee simple lots, pending Phase 3A completion
- Reflection Point
 - Phase 2, Proposed bare land strata – pending developer
- St Andrews - Phase 4 - 25 bare land strata lots
 - Existing Land Use Contract development, issued revised Letter or Requirement (LoR)
- Twin Lakes Golf Resort
 - OCP and Zoning amendment submitted for a 50 unit building strata development (first phase).
 - OCP and Zoning amendment to consider other existing land use designations

Other Projects:

- Fire Flow Responsibility and Authorities
 - In discussions with Okanagan Falls Irrigation District
- Service Area Petitions
 - Gallagher Lake water and sewer
- Planning development application referrals, on-going
- Naramata DCC and Capital Plan
 - Confirm direction with Province
 - Review and revise consultant report
 - New DCC Bylaw
- (Subdivision) Works and Services Bylaw
 - Pending, Project again going out to RFP for new consultant
- Gallagher Lake Village, Phase 3
 - Infrastructure as-constructed drawing submitted for review

ACTIVITIES PLANNED FOR Q4 2017:

SOLID WASTE

- Apex Mountain Transfer Station – Update capital and operational budgets in anticipation of 2018 construction and operation. Develop methodology for cost recovery. Submit proposed solid waste management plan amendment to Ministry of Environment to account for additional capital costs. Fortis to install power to the site.
- Organic Feasibility Study – Further assessments of proposed locations to be completed as required. Assistance will be provided to the District of Summerland as requested in the event they move forward with public consultation regarding the compost site at the Summerland Landfill.
- Campbell Mountain Landfill Biocover Pilot – Monitoring of biocover test plots will continue over Q4.
- Campbell Mountain Landfill Leachate – Quarterly monitoring will continue with down gradient monitoring wells and requirements for the Contaminated Site Regulations will continue to be met. Construction of drainage system and leachate pond will continue until weather prevents further construction efforts at which time the work will be delayed until spring 2018.
- Keremeos Landfill Closure Plan – Waiting for plan approval from Ministry of Environment. Estimated cost for closure works to be communicated to Village of Keremeos, Area B and Area G to work into 2018/2019 budgets.
- Landfill lifecycle cost for Oliver and Okanagan Falls Landfills – Final lifecycle cost report will be brought to the Board for information.
- RDOS WildSafeBC continues to be active throughout the winter with outreach and collaboration.
- Business and Multi-Family Recycling Consultation - GreenStep Solutions to provide initial consultation report regarding improving recycling from businesses and multi-family units.
- Requests for Proposals to be prepared for Landfill Emergency Response Plans and Landfill Commercial Recycling Collection.

WATER

- Regional Water Use Regulation and Conservation Bylaw, Regional Water Conservation Strategy and Cross Connection Control Bylaw – Host 6 open houses to present summary of concepts of draft Bylaws and receive feedback and comments from the community. Amend draft Bylaws, as required, based on public feedback received. Have legal review of the draft Bylaws completed, then bring all 3 Bylaws to the Board for first and second reading.
- Naramata Standby Generators – Potential graphic wrap to be added to generator at the Raw Water Pump house.
- Naramata Water System Rehabilitation Project – The Hayman Road, Stonehouse, Naramata Road and side roads and Juniper Drive projects will continue construction with completion expected in Q4. The watermain replacement project along Mill Road will be constructed in Q4. Communications will be ongoing with residents and businesses of Naramata.
- Olalla Water System Upgrades Phase 2 – Construction of the phase 2 upgrades will continue with construction expected to be completed in Q4. Communications will be ongoing with residents of Olalla.

- Sun Valley Water System – RFP will be completed for the upgrading/addition of SCADA and communication equipment for the pumphouse. Work is expected to begin in Q4.
- Willowbrook Water System – Crown Land Tenure application continuing for road access to the reservoir site. RFP will be completed for Phase 1 of the upgrading/addition of SCADA and communication equipment to the water system.
- Missezula Water – Completion of condition assessment is anticipated for Q4. Report will be brought to the Board in Q1 2018.

SEWER

- Okanagan Falls sewer liftstations – RFP will be completed and issued for the addition of communication equipment for three liftstations and several manholes along the lakeshore. Work will begin in Q4.
- Skaha Estates & Kaleden Sewer Expansion – Work will continue on this project as required.

OTHER PROJECTS/PROGRAMS

- Asset Management Assessment and Improvement Plan – Waiting for approval from the grant application.
- Similkameen Watershed Plan – Presentation to the Board will be completed on the final report. Final grant reporting to be completed following Board presentation.
- OBWB Drought and Flood Risk Mitigation and Management Plan Phase 3 – Work will continue on plan development.
- Water Conservation Outreach will continue in Q4 with a region-wide year end mailer summarizing the extreme weather - flood and drought conditions of 2017.
- The West Bench Leak Detection Program is continuing in Q4. Leaks have been reducing in numbers as the program continues.
- A Heritage Canada, Canada 150 grant of \$45,000 was awarded to the RDOS in Q2. The project continues to be an excellent collaboration with ONA, Enowk'n, LSIB, PIB, and USIB. The riparian rehabilitation work includes using the First Nations keystone species Black Cottonwood as an intergenerational, student inspired planting project.
- The RDOS will continue to be on the oversight committee and in-kind partner with the BC Climate Adaptation for Agriculture Initiative. Five Provincially funded projects totalling \$360,000 targeting on farm water management are underway. Projects 1, 2 and 3 valued at \$260,000 - Water conservation oriented; messaging and social media app development pilots in the region, to better access producers in the way they wish to be engaged. A farm visitation project to connect agriculture with drought planning education and tools, better use of on-farm water, and purveyor/producer communication strategies to assist producers directly addressing unique issues. A collaboration project with Environment Canada and Washington State University to supply producers more accurate weather forecasting to reduce water consumption and maximize the timing to reduce the number of chemical applications required for crop production.
Project 4 – Approximately \$40,000 – FireSmart for Agriculture project. Producers in Electoral Area E are in the pilot area. This project will now transition to RDOS Protective Services umbrella.
Project 5 – Approximately \$30,000 - Invasive Species website development in partnership with RDOS and OASISS which will allow for one stop species identification and mitigation measures, GIS mapping and interactive features. It will be used by more than producers (broad spectrum

public use), and we expect this to be leading edge technology. Projects began in Q1 and will continue in Q3, Q4 and complete in Q1 2018.

- Grant writing for water conservation outreach projects for 2018 will commence in Q4. The Public Works Projects Coordinator has provided an Expression of Interest document to the Real Estate Foundation of BC for funds to amalgamate all the water conservation and stewardship outreach projects undertaken over the past 6 years into a single compendium for new and existing residents in the region. This will be in partnership with other local conservation groups and the OBWB. Grant applications to the OBWB Water Quality/Water Improvement program have yet to be determined, as applications are due in Q1 2018.
- Vaseux Lake Land Use and Water Quality Assessment –Work in ongoing with the assessment process on the lake. Meetings will be held with local residents.
- Shinish Creek Diversion – Plans for future work and budget implications will be determined.

Respectfully submitted:

Janine Dougall

J. Dougall, Public Works Manager

BOARD of DIRECTORS MEETING

Thursday, October 19, 2017

1:00 p.m.

BOARD MEETING AGENDA

A. ADOPTION OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the Okanagan-Similkameen Regional Hospital District Board Meeting of October 19, 2017 be adopted.

B. MINUTES

1. OSRHD Board Meeting – June 15, 2017 [Page 262]

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the Minutes of the June 15, 2017 Okanagan-Similkameen Regional Hospital District Board Meeting be adopted.

C. DELEGATION

1. Carey Bornn, Executive Director, South Okanagan-Similkameen Medical Foundation

Mr. Bornn will address the Board to present an update on the Penticton Regional Hospital Tower Project.

D. FINANCE

1. 2016 Audited Financial Statements [Page 264]

a. Consolidated Financial Statements – December 31, 2016 [Page 266]

Auditors from White Kennedy Chartered Professional Accountants will be present.

RECOMMENDATION 3 (Weighted Corporate Vote – Simple Majority)

THAT the 2016 Audited Financial Statements of the Okanagan-Similkameen Regional Hospital District as of December 31, 2016 be received; and,

THAT the OSRHD Board adopt all reported 2016 transactions as amendments to the 2016 Final Budget.

E. ADJOURNMENT

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

BOARD of DIRECTORS MEETING

Minutes of the Inaugural Board Meeting of the Okanagan-Similkameen Regional Hospital Board (OSRHD) of Directors held at 10:33 am on Thursday, June 15, 2017, in the Boardroom, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

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

Director A. Jakubeit, City of Penticton
Director H. Konanz, City of Penticton
Director K. Kozakevich, Electoral Area "E"
Director A. Martin, City of Penticton
Director M. Pendergraft, Electoral Area "A"
Director C. Rhodes, Alt. Town of Osoyoos
Director T. Schafer, Electoral Area "C"
Director T. Siddon, Electoral Area "D"
Director P. Waterman, District of Summerland

MEMBERS ABSENT:

Vice Chair J. Sentes, City of Penticton
Director R. Hovanes, Town of Oliver

Director S. McKortoff, Town of Osoyoos

STAFF PRESENT:

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

A. ADOPTION OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the Agenda for the Okanagan-Similkameen Regional Hospital District Board Meeting of June 15, 2017 be adopted. - **CARRIED**

B. MINUTES

1. OSRHD Board Meeting – March 16, 2017

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the Minutes of the March 16, 2017 Okanagan-Similkameen Regional Hospital District Board Meeting be adopted. - **CARRIED**

C. DELEGATIONS

1. Aarin Frigon, Project Manager, South Okanagan Similkameen Division of Family Practice

Ms. Frigon addressed the Board to discuss doctor recruitment.

D. ADJOURNMENT

By consensus, the meeting adjourned at 11:09 a.m.

APPROVED:

CERTIFIED CORRECT:

M. Brydon
OSRHD Board Chair

B. Newell
Corporate Officer

ADMINISTRATIVE REPORT

TO: Okanagan-Similkameen Regional Hospital Board

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: 2016 Audited Financial Statements

Administrative Recommendation:

THAT the 2016 Audited Financial Statements of the Okanagan-Similkameen Regional Hospital District as of December 31, 2016 be received;

AND THAT the OSRHD Board adopt all reported 2016 transactions as amendments to the 2016 Final Budget.

Business Plan Objective:

Objective 1.1.1: By providing the Board with accurate, timely financial information.

Analysis:

Please note that the attached 2016 Financial Statements are not on letterhead or signed by the auditors or RDOS representatives. Canadian Audit Standards requires the auditors to keep the audit file open until the Board has received and taken ownership of the financial statements. Ownership transfers with the passing of the above noted resolution.

The 2016 Financial Statements for the OSRHD are presented with an unqualified audit opinion. This means that in the opinion of our auditors, our financial statements represent fairly, in all material respects, the financial position of the RDOS in accordance with GAAP (Generally Accepted Accounting Principles) and PSAS (Public Sector Accounting Standards).

There were no issues identified during the audit.

Communication Strategy:

Audited financial statements are available to the public on the RDOS website.

Respectfully submitted:

"Maureen Hayter"

M. Hayter, Finance Manager

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT

Consolidated Financial Statements

December 31, 2016

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors of the Okanagan-Similkameen Regional Hospital District

We have audited the accompanying financial statements of Okanagan- Similkameen Regional Hospital District, which comprise the statement of financial position as at December 31, 2016, and the statement of operations, net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Public Sector accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Independent Auditors' Report to the Chairman and Directors of Okanagan-Similkameen Regional Hospital District (continued)

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of Okanagan-Similkameen Regional Hospital District as at December 31, 2016, and the results of its operations, net financial assets and its cash flows for the year then ended in accordance with Canadian Public Sector accounting principles.

Penticton, British Columbia
October 19, 2017

CHARTERED PROFESSIONAL ACCOUNTANTS

Draft - For Discussion Purposes Only

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT**Statement of Financial Position****December 31, 2016**

	2016	2015
	\$	\$
FINANCIAL ASSETS		
Cash (Note 2)	587,226	4,080,501
Municipal Finance Authority deposits (Note 3)	104,081	106,382
Accounts receivable (Note 4)	133,266	100,408
Portfolio investments (Note 5)	18,911,969	36,614,921
	19,736,542	40,902,212
FINANCIAL LIABILITIES		
Municipal Finance Authority debt reserve (Note 3)	104,081	106,382
Accounts payable and accrued liabilities (Note 6)	432,531	1,048,547
Debenture debt (Note 7) (Schedule 1)	614,761	734,971
	1,151,373	1,889,900
NET FINANCIAL ASSETS	18,585,169	39,012,312
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 8)	93,000	93,000
ACCUMULATED SURPLUS	18,678,169	39,105,312
REPRESENTED BY:		
Equity in tangible capital assets	93,000	93,000
Restricted surplus (Note 9)	19,199,930	39,747,283
Unrestricted deficit	(614,761)	(734,971)
	18,678,169	39,105,312

Approved on behalf of the Board:

See the accompanying notes to the financial statements

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT

Statement of Operations

Year Ended December 31, 2016

	Actual 2016	Budget 2016	Actual 2015
	\$	\$	\$
REVENUES			
Tax requisitions	5,839,485	5,839,480	5,551,962
Interest income	581,443	255,000	802,720
Actuarial earnings	58,024	-	121,451
Grants in lieu of taxes	43,066	25,000	62,117
MFA debt surplus	3,238	-	521,333
	<u>6,525,256</u>	<u>6,119,480</u>	<u>7,059,583</u>
EXPENSES			
Capital projects	26,462,577	13,305,600	1,940,631
Grant to Okanagan-Similkameen Health Region	399,400	399,400	435,000
Interest on debentures	47,250	62,250	150,676
Administrative overhead	37,422	69,500	53,989
Professional fees	5,750	6,000	5,650
	<u>26,952,399</u>	<u>13,842,750</u>	<u>2,585,946</u>
EXCESS FOR THE YEAR	(20,427,143)	(7,723,270)	4,473,637
ACCUMULATED SURPLUS, beginning of year	39,105,312	39,105,312	34,631,675
ACCUMULATED SURPLUS, end of year	18,678,169	31,382,042	39,105,312

See the accompanying notes to the financial statements

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT**Statement of Net Financial Assets****Year Ended December 31, 2016**

	2016	2015
	\$	\$
EXCESS OF REVENUE OVER EXPENSES	(20,427,143)	4,473,637
NET FINANCIAL ASSETS, BEGINNING OF THE YEAR	39,012,312	34,538,675
NET FINANCIAL ASSETS, END OF THE YEAR	18,585,169	39,012,312

See the accompanying notes to the financial statements

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT**Statement of Cash Flows****Year Ended December 31, 2016**

	2016	2015
	\$	\$
CASH FLOWS FROM OPERATING ACTIVITIES		
Excess of revenues over expenses	(20,427,143)	4,473,637
Change in non-cash operating assets and liabilities:		
Accounts receivable	(32,857)	1,300,446
Accounts payable and accrued liabilities	(616,020)	100,982
	<u>(21,076,020)</u>	<u>5,875,065</u>
CASH FLOWS FROM FINANCING ACTIVITY		
Repayment of debenture debt	(62,184)	(93,944)
Reduction of debenture debt by actuarial adjustments	(58,025)	(121,451)
	<u>(120,209)</u>	<u>(215,395)</u>
CASH FLOWS FROM INVESTING ACTIVITY		
Net increase in portfolio investments	<u>17,702,954</u>	<u>(5,761,853)</u>
NET DECREASE IN CASH	(3,493,275)	(102,183)
CASH, beginning of year	4,080,501	4,182,684
CASH, end of year	<u>587,226</u>	<u>4,080,501</u>

See the accompanying notes to the financial statements

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2016

General

The Okanagan-Similkameen Regional Hospital District (Regional Hospital District) is a governing agency of the hospitals in the Okanagan and Similkameen Health region and is incorporated under the Hospitals District Act. Its principal activities include financing capital construction projects and capital equipment purchases for health care facilities within the Okanagan-Similkameen Health Region.

Basis of Presentation

The Regional Hospital District's accounting policy is to follow Canadian Public Sector accounting principles for British Columbia Regional Hospital Districts as prescribed by the Public Sector Accounting Board (PSAB), and to apply such principles consistently.

1. Summary of Significant Accounting Policies

PORTFOLIO INVESTMENTS

Portfolio investments consist of both Municipal Finance Authority of British Columbia (MFABC) and Valley First Credit Union short term bonds and money market instruments. These investments are carried at market value, which approximates cost.

DEBENTURE DEBT CHARGES

Debt charges are recorded as a reduction of debenture debt in the period in which they are paid. In accordance with PSAB, the Regional Hospital District has accrued interest charges from the dates of the last payment to the end of the fiscal year.

NON-FINANCIAL ASSETS

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. Such non-financial assets include tangible capital assets.

TANGIBLE CAPITAL ASSETS

Tangible capital assets are the physical assets owned by the Regional Hospital District and are stated at cost less accumulated amortization. Donated tangible capital assets are reported at fair market value at the time of the donation.

Tangible capital assets are amortized over their estimated useful lives on a straight-line basis using cost, less any salvage value. No assets are being amortized in the current period.

REVENUE RECOGNITION

Taxation revenues are recognized at the time property tax requisitions or the fiscal year become receivable.

Grants and interest income are recognized on an accrual basis when they are earned.

MFABC debt surplus and actuarial earnings are recognized as revenue of the General Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2016

1. Summary of Significant Accounting Policies (Continued)

CAPITAL PROJECT EXPENSES

The Regional Hospital District has no claim on the assets purchased as part of capital project expenses and, as such, has adopted the policy of expensing these amounts. The debenture debt interest expense associated with these capital projects is considered to be a normal part of operations.

GRANTS TO OKANAGAN-SIMILKAMEEN HEALTH REGION

Capital grants are recorded in the accounts when approved to the extent that qualifying expenses are incurred. It is the Regional Hospital District's policy to expense the grant amounts when paid, as there is no claim of ownership on the assets purchased with these funds.

FINANCIAL INSTRUMENTS

The Regional Hospital District's financial instruments consist of cash, portfolio investments, accounts receivable, accounts payable and accrued liabilities, and debenture debt. Unless otherwise noted, it is management's opinion that the Regional Hospital District is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair values of these financial instruments approximate their carrying values, unless otherwise noted.

BUDGET FIGURES

The budget figures are from the Annual Budget Bylaw that is adopted annually. Subsequent amendments, if any, have been made by the Board to reflect changes in the budget as required by law.

MANAGEMENT ESTIMATES

The preparation of financial statements in accordance with Canadian Public Sector accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

2. Cash

The Regional Hospital District has a line of credit with Valley First Credit Union in the amount of \$500,000, bearing interest at prime rate, currently 2.95%, which is due on demand, and secured by a general security agreement. At year end, the line of credit was unutilized (2015 - nil).

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT**Notes to Financial Statements****Year Ended December 31, 2016****3. Municipal Finance Authority Deposits**

The Regional Hospital District issues its debt instruments through MFABC. As a condition of these borrowings, a portion of the debenture proceeds are withheld by MFABC as a debt reserve fund. The Regional Hospital District also executes demand notes in connection with each debenture, whereby the Regional Hospital District may be required to loan certain amounts to MFABC. These demand notes are contingent in nature and are not reflected in the accounts.

The details of the cash deposits and demand notes at the year end are as follows:

	2016	2015
	\$	\$
Demand Notes	68,029	70,211
Cash Deposits	36,052	36,171
	104,081	106,382

4. Accounts Receivable

	2016	2015
	\$	\$
Due from Regional District of Okanagan-Similkameen	102,721	-
MFA Debt Interest Accrual (net of actuarial earnings)	15,368	12,142
Federal government grant-in-lieu of taxes	7,305	7,168
Provincial government grant in lieu of taxes	4,609	4,166
The Corporation of the Village of Keremeos	3,000	-
GST rebate	263	-
Regional government grant in lieu of taxes	-	65,092
The Corporation for the City of Penticton grant in lieu of taxes	-	11,840
	133,266	100,408

5. Portfolio Investments

The book value of the portfolio investments at period end is \$19,057,904 (2015 - \$36,614,921).

6. Accounts Payable and Accrued Liabilities

	2016	2015
	\$	\$
Regional government payables	423,031	1,027,415
Trade payables	5,500	5,000
Wages payable	4,000	2,500
Due to Regional District of Okanagan-Similkameen	-	13,632
	432,531	1,048,547

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT

Notes to Financial Statements

Year Ended December 31, 2016

7. Debenture Debt

The Regional Hospital District obtains debenture debt through the MFABC to finance capital projects. Financing is secured by deposits and claims against specific property. The maturity dates and interest rates of the debenture debt vary and depend on the date of issue of the debt instrument. Debenture debt is comprised of numerous issues as detailed on the attached Schedule 1 - Debenture Debt. The minimum principal repayments over the next five years are estimated as follows:

	\$
2017	60,037
2018	60,037
2019	60,037
2020	60,037
2021	35,208
Subsequent	339,405
	<u>614,761</u>

The financing for Regional Hospital District's capital projects is the responsibility of the MFABC. All debt servicing is recorded net of the provincial grant portions.

8. Tangible Capital Assets

Tangible capital assets consist of land only and as such there are no assets subject to amortization.

9. Restricted Surplus

The Section 20(4) contingency reserve fund represents an appropriation of surplus for specific purposes which are established and approved by the Board.

	2016	2015
	\$	\$
Appropriation of surplus for capital health requests	18,894,738	39,450,111
Reserved for South Similkameen Health Centre	305,195	297,174
	<u>19,199,933</u>	<u>39,747,285</u>

10. Budget Figures

Canadian Public Sector accounting principles require budget amounts be reported on the Statement of Operations for comparative purposes.

	2016 Budget
	\$
Budget reconciliation	
Excess of revenue over expenses	(7,723,270)
Transfer from reserve	12,000,000
Transfer to reserve	(4,212,980)
Debt principal repayments	<u>(63,750)</u>
Budget balanced	<u>-</u>

OKANAGAN-SIMILKAMEEN REGIONAL HOSPITAL DISTRICT

Schedule 1 - Debenture Debt

Year Ended December 31, 2016

	MFABC Issue #	Security Issue By-law	Maturity Date	Rate	Original Issue	2016 Net Debt	2015 Net Debt
					\$	\$	\$
South Similkameen Health Centre	73	131	2020	2.10%	749,010	209,994	256,969
South Similkameen Health Centre	74	131	2021	3.05%	803,472	279,133	327,243
South Similkameen Health Centre	75	131	2021	3.05%	355,569	123,528	144,818
South Similkameen Health Centre	77	131	2022	3.05%	5,170	2,106	2,400
SGH - Fire sprinkler	624	109	2016	7.875%	57,075	-	3,541
					3,447,320	614,761	734,971



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Thursday, October 19, 2017

1:30 p.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the RDOS Board Meeting of October 5, 2017 be adopted.

1. Consent Agenda – Corporate Issues

a. Naramata Parks & Recreation Commission – September 28, 2017 [Page 282]

THAT the Minutes of the September 18, 2017 Naramata Parks & Recreation Commission be received.

b. Similkameen Recreation Commission – September 26, 2017 [Page 286]

THAT the Minutes of the September 26, 2017 Similkameen Recreation Commission be received.

c. Environment and Infrastructure Committee – October 05, 2017 [Page 288]

THAT the Minutes of the October 05, 2017 Environment and Infrastructure Committee be received.

d. RDOS Regular Board Meeting – October 05, 2017 [Page 290]

THAT the minutes of the October 05, 2017 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the Consent Agenda – Corporate Issues be adopted.

2. Consent Agenda – Development Services

a. Development Variance Permit Application – Electoral Area “H” [Page 298]

i. Permit No. H2017.139-DVP [Page 301]

THAT the Board of Directors approve Development Variance Permit No. H2017.139-DVP.

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

THAT the Consent Agenda – Development Services be adopted.

B. DEVELOPMENT SERVICES – Rural Land Use Matters

1. **Zoning Bylaw Amendment – 1362 Greyback Mountain Road, Electoral Area “E”** [Page 306]
 - a. Bylaw No. 2459.26, 2017 [Page 310]
 - b. Responses Received [Page 313]

The public hearing for this item will have been held Thursday, October 19, 2017 at 9:00 a.m. in the RDOS Board Room located at 101 Martin Street, Penticton.

RECOMMENDATION 4 (Unweighted Rural Vote – 2/3 Majority)

THAT Bylaw No. 2459.26, 2017, Electoral Area “E” Zoning Amendment Bylaw be read a third time and adopted.

2. **Zoning Bylaw Amendment – 28014 Liddicoat Road, Electoral Area “G”** [Page 315]
 - a. Bylaw No. 2462.03, 2017 [Page 317]

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

THAT Bylaw No. 2462.03, 2017, Electoral Area “G” Zoning Amendment Bylaw be adopted.

C. PUBLIC WORKS

1. **Award of Predesign for Skaha Estates Sewer Expansion Project** [Page 321]

RECOMMENDATION 6 (Weighted Corporate Vote – Majority)

THAT the Board of Directors reallocate the Regionally Significant Project Gas Tax Funds allocated for the “Okanagan Falls Wetlands Enhancement” project to the “Predesign of the Skaha Estates Sewer Extension to Okanagan Falls” project in the amount of \$360,911;

THAT the Board of Directors approve the expenditure of up to \$360,911 for consulting services to Tetra Tech Canada Inc. for the Predesign phase of the “Skaha Estates Sewer Extension to Okanagan Falls” project; and

THAT the Board of Directors execute a consulting services agreement with Tetra Tech Canada Inc. for the Predesign Services detailed in the Request for Proposals and the submitted Proposal for the “Skaha Estates Sewer Extension to Okanagan Falls” project.

D. FINANCE**1. Naramata Water System 2017-2021 Five Year Financial Plan Amendment [Page 327]**

RECOMMENDATION 7 (Weighted Corporate Vote – Majority)

THAT the Board of Directors support a Five-year Financial Plan Amendment in the amount of \$300,000 for the Naramata Water System to fund the purchase of the generator.

2. Appointment of Regional District of Okanagan-Similkameen Auditor [Page 328]

RECOMMENDATION 8 (Weighted Corporate Vote – Majority)

THAT the Board appoint BDO Canada LLP to provide audit services for the Regional District of Okanagan-Similkameen and the Okanagan Similkameen Regional Hospital District for the fiscal years ending December 31, 2017, 2018 and 2019 with a possible two year extension.

E. LEGISLATIVE SERVICES**1. Dog Control Regulatory Bylaw No. 2671, 2017 [Page 330]****a. Bylaw No. 2671, 2017 [Page 333]**

The purpose of this Bylaw is to specify one Dog Control Bylaw, remove reference to cats and to wild and domestic sheep, and update it to current legislation and practices related to dog (“i.e. canine”) control enforcement.

RECOMMENDATION 9 (Unweighted Corporate Vote – 2/3 Majority)

THAT THAT Bylaw No. 2671, 2017 Dog Control Bylaw be read a first time, a second time, a third time and adopted.

2. Animal Control Bylaw No. 2763, 2017 [Page 343]**a. Bylaw No. 2763, 2017 [Page 345]**

The purpose of this bylaw is to remove sections pertaining to horses, cattle, pigs, sheep, goats and rabbits from the three current Animal Control Bylaws. These specific livestock and small animal restrictions currently do and will only apply to Electoral Areas “B” and “G” as they are the only areas paying into this service.

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

THAT the Animal Control Bylaw No. 2763, 2017, be read a first, second and third time, and be adopted.

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

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

2. Board Representation

- a. Developing Sustainable Rural Practice Communities - *McKortoff*
 - b. Intergovernmental First Nations Joint Council - *Kozakevich, Bauer, Pendergraft*
 - c. Municipal Finance Authority (MFA) – *Kozakevich, Bauer*
 - d. Municipal Insurance Association (MIA) - *Kozakevich, Bauer*
 - e. Okanagan Basin Water Board (OBWB) – *McKortoff, Hovanes, Waterman*
 - a) OBWB Report dated October 5, 2017 [Page 348]
 - f. Okanagan Film Commission (OFC) – *Jakubeit*
 - g. Okanagan Regional Library (ORL) – *Kozakevich*
 - h. Okanagan Sterile Insect Release Board (SIR) – *Bush*
 - i. Okanagan-Similkameen Health Living Coalition - *Boot*
 - j. Southern Interior Beetle Action Coalition (SIBAC) - *Armitage*
 - k. Southern Interior Local Government Association (SILGA) – *Kozakevich*
 - l. Southern Interior Municipal Employers Association (SIMEA) – *Kozakevich, Martin*
 - m. Starling Control - *Bush*
 - n. UBCO Water Chair Advisory Committee – *Bauer*
-

3. Directors Motions

4. Board Members Verbal Update

H. CLOSED SESSION

RECOMMENDATION 11 (Unweighted Corporate Vote – Simple Majority)
THAT in accordance with Section 90(1) of the *Community Charter*, the Board close the meeting to the public to receive minutes of previous In-Camera meetings.

I. ADJOURNMENT



MINUTES

Naramata Parks & Recreation Commission

Monday, September 18, 2017, 6:30 p.m.
Naramata Fire Hall

Members Present: Dennis Smith (Chair), Maureen Balcaen, Lyle Resh, Richard Roskell, Jeff Gagnon arrived at 6:35 p.m.

Absent: Jacqueline Duncan, Jim Pearmain

Area 'E' Director Karla Kozakevich

Staff & Contractors: Justin Shuttleworth (Parks & Facilities), Deb Linton (Recreation Coordinator Contractor), Heather Lemieux (Recording Secretary), Maureen Hayter (Manager of Finance)

Guests: None

1. APPROVAL OF AGENDA - Call to Order 6:30 pm.

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Agenda for the Naramata Parks & Recreation Meeting of September 18, 2017 be adopted and all presentations and reports be received.

CARRIED (UNANIMOUSLY)

2. APPROVAL OF LAST MEETING MINUTES

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the minutes for the Naramata Parks & Recreation Meeting of July 24, 2017 be adopted.

CARRIED (UNANIMOUSLY)

3. CORRESPONDENCE/DELEGATIONS

3.1. Resignation received from Jim Pearmain.



MINUTES

Naramata Parks & Recreation Commission

Monday, September 18, 2017, 6:30 p.m.
Naramata Fire Hall

4. RDOS DIRECTOR REPORT - Karla Kozakevich reported:

- 4.1. **Tree Canada Celebration** - The tree event was a success. Naramata Elementary School Gr. 4/5, OASISS, Tree Canada representative Bernie Kaplun, members of the community, NCA and NPR attended. The plaque will be received from CN and Tree Canada and will be installed on a boulder mount. 18 trees were planted in Manitou Park, the trees on the north perimeter were setback to avoid irrigation lines.
- 4.2. **Library toilet** - Discussed the port-o-potty at the library. It was decided that no port-o-potty will be placed in that location next season. Discussed adding security patrols to monitor the library area.
- 4.3. **Toilet at Wharf Park** - Discussed long range plans for washroom facilities at Wharf Park, septic and odour complaints.
- 4.4. **Park Name Survey** - Discussions have been held with First Nations. First Nation Elders are fact checking the name Eagles House. Discussed that the name Eagles House is accurate to First Nations and refers to all of Naramata. **ONGOING**
- 4.5. **Creek Park Land Acquisition** - Acquired one of the two properties. The second property acquisition is still underway. **ONGOING**
- 4.6. **Generator Wraps** - Sample images have been sent from the Naramata Museum. Discussed image quality and wraps are graffiti resistant. Other higher quality images are being looked into. **ONGOING**
- 4.7. **Open House** - Age-friendly community open house will be held on Wednesday September 20th, 2017 from 5:00 p.m. - 9:00 p.m. at the Naramata Community Church Hall.
- 4.8. **Boat Storage Rental Location** - Discussed the Dorthy Avenue property as a potential location for the boat storage area. The property is a riparian area. An environmental assessment and consultation will be completed. **ONGOING**

5. RDOS STAFF REPORT - Justin Shuttleworth (RDOS Parks & Facilities Coordinator) & Maureen Hayter (Manager of Finance):

- 5.1. **2018 Budget Workshop** - Maureen Hayter (Manager of Finance) reported on budget overviews/timelines, capital asset prioritization, multi-year budgets, services, forecasting, line items, procedure when planned projects were not completed in the budget year and the budget reading process.



MINUTES

Naramata Parks & Recreation Commission

Monday, September 18, 2017, 6:30 p.m.
Naramata Fire Hall

5.2. **2017 Budget Summary Review & Discussion** - Justin Shuttleworth (Parks & Facilities) presented the 2017 Budget. Reviewed actuals, forecasts and variances. Discussed expenses and revenue, projects and reserves.

6. **RECREATION CONTRACTOR REPORT** - Deb Linton (Recreation Coordinator Contractor), report submitted.

6.1. **Halloween Budget** - Discussed increasing the budget for halloween supplies and treats.

7. COMMISSION MEMBER REPORTS

7.1. **Woodwackers Report** - Negotiations continue with Gorman Bros. Discussed diverting water fall run off that is damaging the KVR trail. Logging has not resumed. KVR improvements are being discussed with the Province and Gorman Bros.

7.2. **Big Kahuna Slide** - Discussed the new slide. **ACTION** - Justin Shuttleworth to arrange installation with a contractor.

7.3. **2017 Priority Projects** - A NPR budget committee was assigned. **ONGOING**

7.3.1. **Manitou Master Plan** **ONGOING**

8. BUSINESS ARISING

8.1. **Dedicated Pickleball Court** - Discussed project, a local quote comparison and funding sources.

8.2. **Community Sign Review** - Plans and mock up have not been received by NPR yet. Discussed the various community groups, contributions and potential budget.

9. ADJOURNMENT 8:33 pm

NEXT MEETING: October 23, 2017, 6:30 pm, Naramata Fire Hall



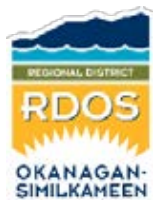
MINUTES

Naramata Parks & Recreation Commission

Monday, September 18, 2017, 6:30 p.m.
Naramata Fire Hall

Recreation Commission Chair

Recording Secretary



MINUTES

Similkameen Recreation Commission

September 26, 2017 at 7.00pm
Similkameen Recreation Centre
209th meeting

Members Present: Charlene Cowling, Marie Marven, Wendy Stewart, Jennifer Roe, Marnie Todd.
Absent: Tom Robins
Area Representatives: G. Bush (Area B), R. Mayer (Alt Area G), J. Evans (Keremeos)
Staff: Karl Donoghue,
Recording Secretary: Karl Donoghue
Guests: M. Hayter, RDOS

1. Approval of Agenda

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Agenda for the Similkameen Recreation Meeting of September 26, 2017 be adopted and all presentations and reports be accepted. – CARRIED

2. Approval of Last Meeting Minutes

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the minutes for the Similkameen Recreation Meeting of September 19, 2017 be adopted. – CARRIED

3. Correspondence/Delegations/Public Questions

M. Hayter, Manager of Finance, RDOS conducted a budget workshop.

4. Staff Reports

Management report accepted as presented.

Up date – fire alarms and extinguishers serviced.

User fees discussed.



MINUTES

Similkameen Recreation Commission

September 26, 2017 at 7.00pm
Similkameen Recreation Centre
209th meeting

RECOMMENDATION

IT WAS MOVED AND SECONDED

To increase fees by about 5% for the rink, fitness room and pool. - CARRIED

5. Survey 17

Discussed as follows

Postcards will be in the mail this week and distributed to approx. 1875 property owners, also press release will in the newspaper and on Marnie's rec website.

6. Adjournment

RECOMMENDATION

IT WAS MOVED AND SECONDED

– CARRIED or DEFEATED

Opposed:

NEXT MEETING: October 24, 2017

Similkameen Recreation Centre

Recreation Commission Chair

Recording Secretary



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

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, October 05, 2017

9:01 a.m.

Minutes

MEMBERS PRESENT:

Chair T. Siddon, Electoral Area "D"
Vice Chair M. Pendergraft, Electoral Area "A"
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 B. Coyne, Electoral Area "H"
Director E. Christensen, Electoral Area "G"

Director R. Hovanes, Town of Oliver
Director A. Jakubeit, 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 P. Waterman, District of Summerland

MEMBERS ABSENT:

Director H. Konanz, City of Penticton

STAFF PRESENT:

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

A. APPROVAL OF AGENDA

RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Environment and Infrastructure Committee Meeting of October 5, 2017 be adopted. - **CARRIED**

B. DELEGATION

1. Nick Marty, Anarchist Mountain Community Society

Mr. Marty addressed the Board to discuss Intervener Status with BCUC on the Fortis 2017 Rate Design Application.

Director Jakubeit entered the Boardroom at 9:10 a.m.

It was MOVED and SECONDED

THAT the RDOS seek to obtain intervener status with the BCUC on the "2017 Fortis B.C. Rate Design Application" and request that the matter be referred to SILGA. - **CARRIED**

C. DELEGATION

1. James Pepper, Natural Resources Director, Penticton Indian Band

Mr. Pepper addressed the Board to discuss illegal dumping on Penticton Indian Band lands.

The Committee recessed at 10:35 a.m. and reconvened at 10:48 a.m.

2. Andrew Drouin, President of South Okanagan Trail Alliance and Director of Federation of Mountain Clubs of BC

Mr. Drouin was not available to address the Committee.

D. DELEGATION

1. Kirk Stinchcombe, Sustainability Specialist, Econics Water
2. Rebecca Merserau, Sustainability Specialist, Econics Water

Mr. Stinchcombe and Ms. Merserau addressed the Board to discuss Regional Water Use Regulation and Conservation Bylaw, Regional Water Conservation Strategy, and Cross Connection Control Bylaw by Econics and RDOS.

- a. Regional Water Use Regulation and Conservation Bylaw (RWURCB) Summary – For Information Only.
- b. Regional Water Conservation Strategy Summary – For Information Only
- c. Cross Connection Control Bylaw Summary – For Information Only

Director Waterman vacated the Boardroom at 11:17 a.m.

Director Jakubeit vacated the Boardroom at 12:06 p.m.

E. ADJOURNMENT

By consensus, the Environment and Infrastructure Committee meeting of October 5, 2017 adjourned at 12:21 p.m.

APPROVED:

CERTIFIED CORRECT:

T. Siddon
Environment and Infrastructure Committee Chair

B. Newell
Chief Administrative Officer



Minutes are in DRAFT form and are subject to change pending approval by the 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 12:47 p.m. Thursday, October 5, 2017 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"
Vice Chair M. Bauer, Village of Keremeos
Director F. Armitage, Town of Princeton
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 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. Schafer, Electoral Area "C"
Director T. Siddon, Electoral Area "D"
Director P. Waterman, District of Summerland

MEMBERS ABSENT:

Director H. Konanz, City of Penticton

STAFF PRESENT:

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

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the [Agenda](#) for the RDOS Board Meeting of October 5, 2017 be adopted. -
CARRIED

1. Consent Agenda – Corporate Issues

- a. Electoral Area "C" Advisory Planning Commission Appointment
THAT the Board of Directors appoint Louise Conant and Randy Houle as members of the Electoral Area "C" Advisory Planning Commission until November 30, 2018.
- b. Electoral Area "D" Advisory Planning Commission – September 19, 2017
THAT the Minutes of the September 19, 2017 Electoral Area "D" Advisory Planning Commission be received.
- c. Electoral Area "E" Advisory Planning Commission – September 11, 2017
THAT the Minutes of the September 11, 2017 Electoral Area "E" Advisory Planning Commission be received.
- d. Kaleden Recreation Commission – September 19, 2017
THAT the Minutes of the September 19, 2017 Kaleden Recreation Commission be received.

- e. Area “F” Parks and Recreation Commission – April 19, 2017
THAT the Minutes of the April 19, 2017 Area “F” Parks and Recreation Commission be received.
- f. Similkameen Recreation Commission – September 19, 2017
THAT the Minutes of the September 19, 2017 Similkameen Recreation Commission be received.
- g. Corporate Services Committee – September 21, 2017
THAT the Minutes of the September 21, 2017 Corporate Services Committee be received.
- h. Community Services Committee – September 21, 2017
THAT the Minutes of the September 21, 2017 Community Services Committee be received.

THAT the Board of Directors provide a letter of support for the Okanagan Agricultural Innovation Centre.
- i. Environment and Infrastructure Committee – September 21, 2017
THAT the Minutes of the September 21, 2017 Environment and Infrastructure Committee be received.
- j. Protective Services Committee – September 21, 2017
THAT the Minutes of the September 21, 2017 Protective Services Committee be received.
- k. RDOS Regular Board Meeting – September 21, 2017
THAT the minutes of the September 21, 2017 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the Consent Agenda – Corporate Issues be adopted. - CARRIED

2. Consent Agenda – Development Services
 - a. Development Variance Permit Application – 4850 Weyerhauser Road, Electoral Area “D”
 - i. Permit No. D2017.113-DVP
THAT the Board of Directors approve Development Variance Permit No. D2017.113-DVP.
 - b. Development Variance Permit Application – 276 Link Lake Road, Electoral Area “H”
 - i. Permit No. H2017.118-DVP
THAT the Board of Directors approve Development Variance Permit No. H2017.118-DVP.

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

IT WAS MOVED AND SECONDED

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

B. DEVELOPMENT SERVICES – Rural Land Use Matters

1. Early Termination of a Land Use Contract – 8127 River Road, Electoral Area “C”
 - a. Bylaw No. 2452.18, 2017
 - b. Bylaw No. 2453.31, 2017
 - c. Responses Received

To replace Land Use Contract No. LU-4-C-77 with an Administrative and Institutional (AI) Zone.

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2452.18, 2017, Electoral Area “C” Official Community Plan Amendment Bylaw and Bylaw No. 2453.31, 2017, Electoral Area “C” Zoning Amendment Bylaw be read a first and second time and proceed to a public hearing; and further,

THAT the Board considers the process, as outlined in the report from the Chief Administrative Officer dated October 5, 2017, to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*; and further,

THAT, in accordance with Section 477 of the *Local Government Act*, the Board has considered Amendment Bylaw No. 2452.18, 2017, in conjunction with its Financial and applicable Waste Management Plans; and further,

THAT the holding of a public hearing be scheduled for the Regional District Board meeting of November 2, 2017; and further,

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

CARRIED

2. Zoning Bylaw Amendment – 8332 Gallagher Lake Frontage Road, Electoral Area “C”
 - a. Bylaw No. 2453.32, 2017
 - b. Responses Received

To allow for the development of indoor self storage up to 692m² and formalize an existing duplex.

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2453.32, 2017, Electoral Area “C” Zoning Amendment Bylaw be read a first and second time and proceed to a public hearing. - **CARRIED**

RECOMMENDATION 6 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

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

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

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

CARRIED

3. Zoning Bylaw Amendment – 2804 Liddicoat Road, Electoral Area “G”
 - a. Bylaw No. 2462.03, 2017
 - b. Public Hearing report on Amendment Bylaw No. 2462.03, 2017 dated September 25, 2017
 - c. Responses Received

To allow for the development of an accessory dwelling unit as part of a new garage.

Alt. Director Mayer advised via email that the public hearing report reflects an accurate account of what took place at the public hearing held September 25, 2017.

RECOMMENDATION 7 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the public hearing report on Amendment Bylaw No. 2462.03, 2017 dated September 25, 2017 be received. - **CARRIED**

RECOMMENDATION 8 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2462.03, 2017, Electoral Area “G” Zoning Amendment Bylaw be read a third time. - **CARRIED**

4. Zoning Bylaw Amendment – 3492 Princeton-Summerland Road, Electoral Area “H”
 - a. Bylaw No. 2498.12, 2017

To amend the land use on the subject property in order to formalize five RV “pads”.

RECOMMENDATION 9 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2498.12, 2017, Electoral Area “H” Zoning Amendment Bylaw, be adopted. - **CARRIED**

C. LEGISLATIVE SERVICES

1. Dog Control Regulatory Bylaw No. 2671, 2017
 - a. Bylaw No. 2671, 2017

The purpose of this bylaw is to specify one Dog Control Bylaw, remove reference to cats and to wild and domestic sheep, and update it to current legislation and practices related to dog (“i.e. canine”) control enforcement.

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

It was MOVED and SECONDED

THAT consideration of Dog Control Regulatory Bylaw No. 2671, 2017 be deferred to the Board meeting of October 19, 2017. - **CARRIED**

2. Animal Control Bylaw No. 2763, 2017
 - a. Bylaw No. 2673, 2017

The purpose of this bylaw is to remove sections pertaining to horses, cattle, pigs, sheep, goats and rabbits from the three current Animal Control Bylaws. These specific livestock and small animal restrictions currently do and will only apply to Electoral Areas “B” and “G” as they are the only areas paying into this service.

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

It was MOVED and SECONDED

THAT consideration of Animal Control Bylaw No. 2763, 2017, be deferred to the Board meeting of October 19, 2017. - **CARRIED**

3. Amendment of RDOS Fees and Charges Bylaw No. 2771, 2017
 - a. Bylaw No. 2771.01, 2017

To update the Naramata Cemetery Fees and Charges to comply with requirements from Consumer Protection BC.

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

It was MOVED and SECONDED

THAT Regional District of Okanagan-Similkameen Fees and Charges Amendment Bylaw No. 2771.01, 2017 be read a first, second, and third time, and be adopted.
CARRIED

4. Olalla Local Community Commission By-Election Result – For Information Only
 - a. Declaration of Election by Acclamation

To advise the Board that Neil Gair was elected by acclamation as a Commissioner on the Olalla Local Community Commission.

5. Electoral Area “D” Division – For Information Only
 - a. Appendix “A” – Public Consultation Summary
 - b. Enclosure 1 – Administrative Report of October 6, 2016
 - c. Enclosure 2 – Administrative Report of July 20, 2017
-

D. CAO REPORTS

1. Verbal Update
-

E. OTHER BUSINESS

1. Chair’s Report
-

2. Directors Motions

a. Director Knodel – 2017 Fortis Electrical Rate Design Application

It was MOVED and SECONDED

THAT the Board of Directors seek to obtain intervener status with the BCUC on the "2017 Fortis B.C. Rate Design Application" and that administration applies for any funding assistance available to assist with obtaining intervener status;

THAT funds be allocated from the Electoral Area Administration cost centre;

THAT the Board of Directors obtain the services of Nick Marty, registered intervener, in a joint process with the AMCA, in advocating for a flat rate option;

THAT the matter of intervener status also be referred to SILGA to determine support from other interested local governments.

CARRIED

b. Director Siddon – Sharing of Legal Jurisdiction and Maintenance Authority along Ministry of Transportation & Infrastructure Rights-of-Way in Rural Communities

Whereas Electoral Area Directors are regularly challenged by the inadequacy of bylaw enforcement and roadside maintenance standards along MOTI Rights of Way within unincorporated communities,

And recognizing the need to provide greater jurisdictional clarity with respect to such issues as illegal vehicle parking, unauthorized encroachment, signage, squatter camping and neglected roadside maintenance such as blocked culverts, grass cutting and weed control,

It was MOVED and SECONDED

THAT RDOS staff prepare a negotiating strategy to guide the preparation of a Memorandum of Agreement between the RDOS and the Ministry of Transportation and Infrastructure (MOTI) to embody an improved "standard of shared responsibility" for roadside maintenance and enforcement capacity within the rural communities of RDOS; and further,

THAT this agreement incorporate a new form of Roadside Maintenance Service for designated rural areas, and a joint funding arrangement with the MOTI. -

DEFEATED

Opposed: Directors Armitage, Coyne, Schafer, McKortoff, Sentes, Kozakevich, Bauer, Brydon, Boot, Jakubeit, Bush, Martin, Waterman

3. Board Members Verbal Update

F. ADJOURNMENT

By consensus, the meeting adjourned at 3:07 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

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

Administrative Recommendation:

THAT the Board of Directors approve Development Variance Permit No. H2017.139–DVP.

Purpose: To vary the height of a building or structure in the Resource Area (RA) zone in the Electoral Area “H” zoning bylaw to accommodate wind turbines and a meteorological tower.

Owners: Elkhart Wind GP Ltd. Folio: N/A

Civic: Crown Land Legal: N/A

OCP: Resource Area (RA) Zone: Resource Area (RA)

Variances To vary the maximum height for a building or structure (wind turbines) from 10.0 m to 235 m; and

Request: To vary the maximum height for a building or structure (met. tower) from 10.0 m to 150 m.

Proposed Development:

The applicant wants to establish a renewable clean energy source for British Columbia in accordance with the 2007 BC Energy Plan.

Specifically, the applicant is developing a Wind Farm that will generate 15-20 megawatts of energy that is marketable to BC Hydro under the Standing Offer Program. The project will consist of up to seven (7) wind turbine generators and 23.5 kilometres of 34.5 kilovolt transmission lines. Only 2 – 3 appear to be located within the boundaries of the Regional District Okanagan-Similkameen.

In support of the requested variance, the applicant has stated that “It is not feasible for a modern wind energy facility to operate below 10.0 metres in height. Environmental impacts caused by the project are only justifiable if the turbines can reach into the high winds to produce large amounts of clean electricity.”

Site Context:

The subject property is approximately 886 hectares of un-surveyed Crown land and is located near Elkhart Lodge on Highway 97C. The boundary of the project straddles land between both the RDOS and the Thompson-Nicole Regional District.

Background:

In 2013 the proponent acquired an Investigative Licence for the project area and initiated wind resource studies later that year.

Since early 2015, the proponent has been proceeding with approval for the Project through a permitting process with the Ministry of Forest, Land and Natural Resource Operations and is anticipating selling energy under BC Hydro's Standing Offer Program (SOP).

The SOP encourages the development of clean or renewable power projects of no more than 15 MW throughout British Columbia with the benefits of participating in the program being the ability to sell electricity to BC Hydro through streamlined processes, streamlined contracts and lower transaction costs.

Importantly, the SOP's rules require that "if local government land use requirements apply to all or any part of the Project site (including all areas where the generating facility and related access roads, transmission lines and other Project facilities will be built), that part of the Project site must be appropriately zoned for the applicable Project use."

In 2017, the Regional District responded to a referral from the province (H2017.076-CROWN) regarding the proposed use of the subject area for wind power generation. The Regional District advised that the applicant be made aware that should the project proceed to the next stage of development, a variance permit (for height) and watercourse development permit may be needed if the constructed road crosses a watercourse.

Under the Electoral Area "H" Zoning Bylaw No. 2498, 2012, the property is zoned Resource Area (RA) zone, which allows for meteorological towers; and section 7.3 permits "utility uses" as permitted in every zone.

Under the Electoral Area "H" Official Community Plan (OCP) Bylaw No. 2497, 2012 is designated as Resource Area (RA), and is subject to areas within the Watercourse Development Permit (WDP) area.

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted until the commencement of the regular Board meeting.

Analysis:

When assessing variance requests a number of factors are generally taken into account and 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 is aware of the concerns that have accompanied the introduction of wind turbines in other communities (i.e. shadow flicker, noise, visual impact, impact on migratory bird and bat populations, etc.) and that regulations have been introduced to address siting concerns (i.e. by requiring setbacks of four times the tower height from any residence) and maximum noise levels.

In this instance, however, the remote location of the development site on un-surveyed Crown land is unlikely to result in any adverse impacts being experienced by adjacent property owners (NOTE: the closest privately held parcel is approximately 5 km to the southeast) or users.

Administration recognises that the Electoral Area Zoning Bylaws do not currently contemplate the development of independent wind turbine power projects and that, without a variance to the

maximum height allowance in the Electoral Area "H" Resource Area Zones, this project cannot proceed.

In light of the supportive policy statements contained within the Electoral Area "H" OCP Bylaw regarding renewable energy and energy conservation, Administration supports the proposed variances.

Alternatives:

1. THAT the Board of Directors refer Development Variance Permit No. H2017.139-DVP to the Electoral Area "H" Advisory Planning Commission; OR
2. THAT the Board of Directors deny Development Variance Permit No. H2017.139-DVP.

Respectfully submitted



K. Taylor, Planning Technician

Endorsed by:

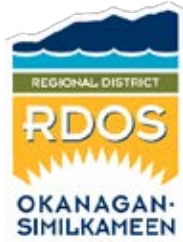


C. Garrish, Planning Supervisor

Endorsed by:



B. Dollevoet, Dev. Services Manager



Development Variance Permit

FILE NO.: H2017.139-DVP

Owner: Elkhart Wind GP Ltd.
#301-788 Beatty St.
Vancouver, BC, V6B 2M1

GENERAL CONDITIONS

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

APPLICABILITY

5. This Development Variance Permit is substantially in accordance with Schedules 'A', 'B' and 'C' 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: Part of District Lot 2819 together with un-surveyed Crown land in KDYD

Civic Address: Not applicable

Parcel Identifier (PID): Not applicable Folio: Not applicable

CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variance to the Electoral Area "H" Zoning Bylaw No. 2498, 2012, in the Regional District of Okanagan-Similkameen:
 - a) The maximum height for a building or structure (wind turbines) in Resource Area (RA) Zone, as prescribed at Section 11.1.6(a), is varied:
 - i) from: 10.0 metres.

to: 235.0 metres

- b) The maximum height for a building or structure (meteorological tower) in Resource Area (RA) Zone, as prescribed at Section 11.1.6(a), is varied:

i) from: 10.0 metres.

to: 150.0 metres

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

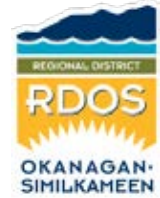
Authorising resolution passed by the Regional Board on _____, 2017.

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC, V2A 5J9

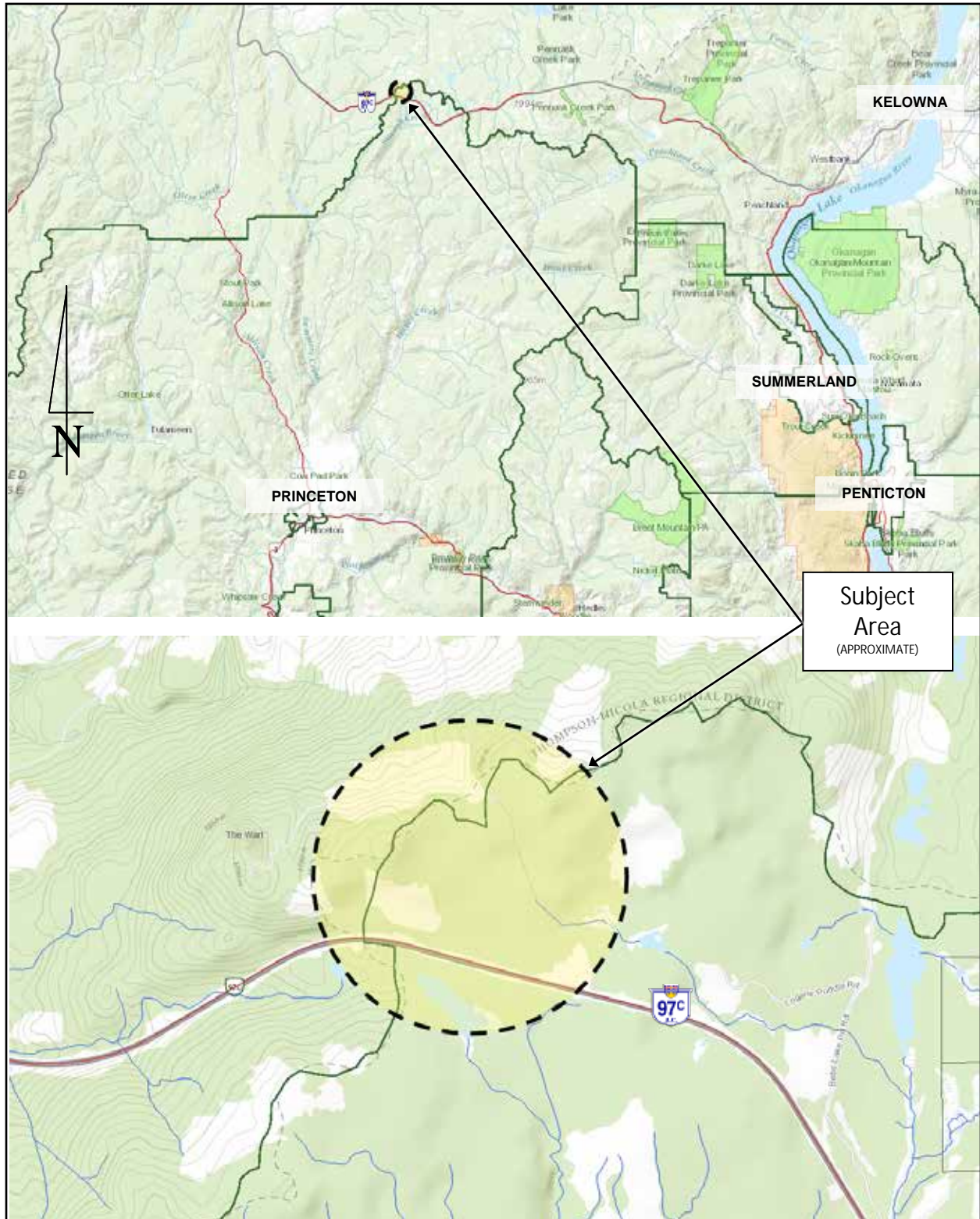
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. H2017.139-DVP

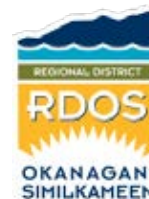
Schedule 'A'



Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC, V2A 5J9

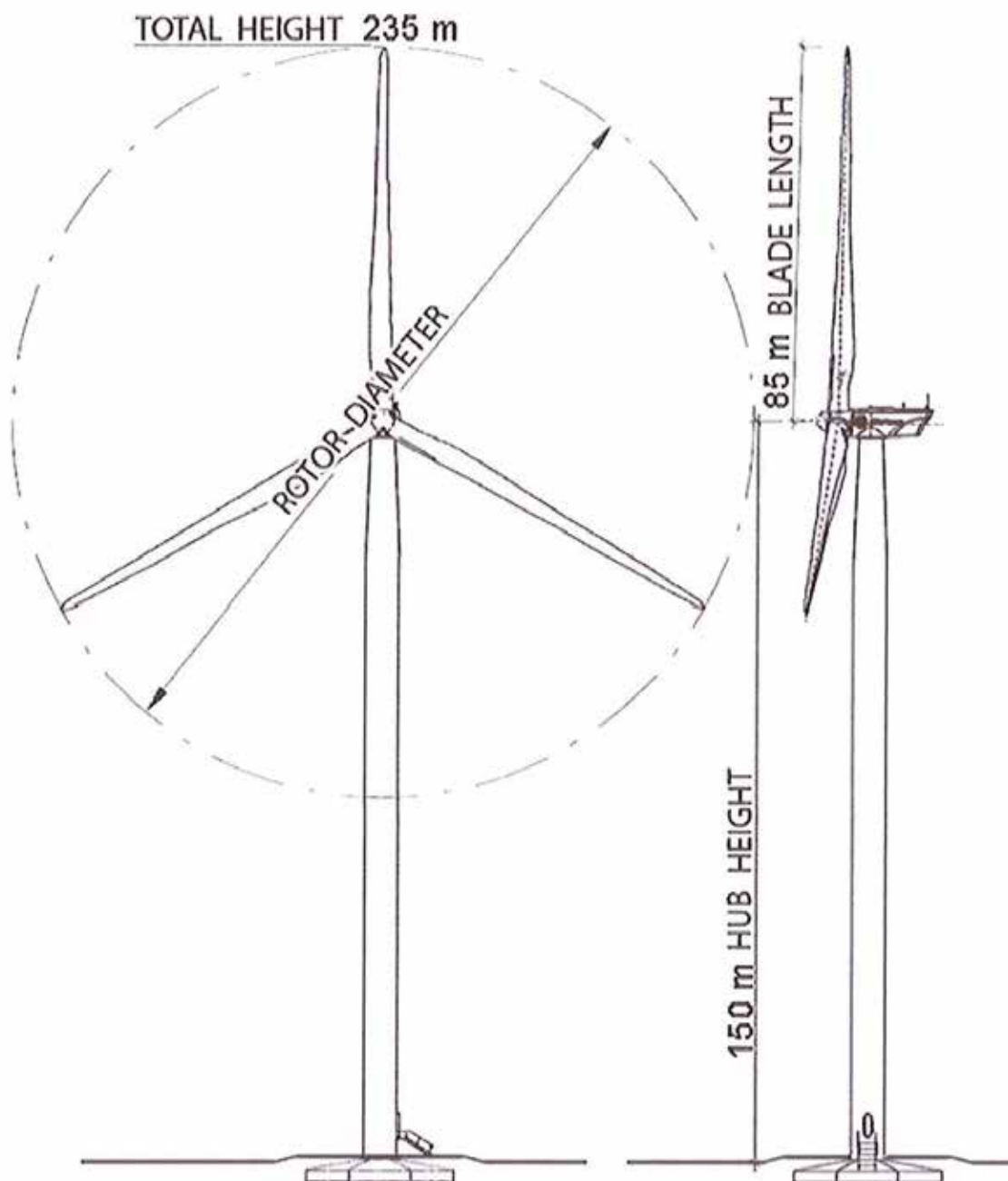
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. H2017.139-DVP

Schedule 'B'



Schematic of an Industry Standard Danish-style 3-Bladed Upwind Turbine

Regional District of Okanagan-Similkameen

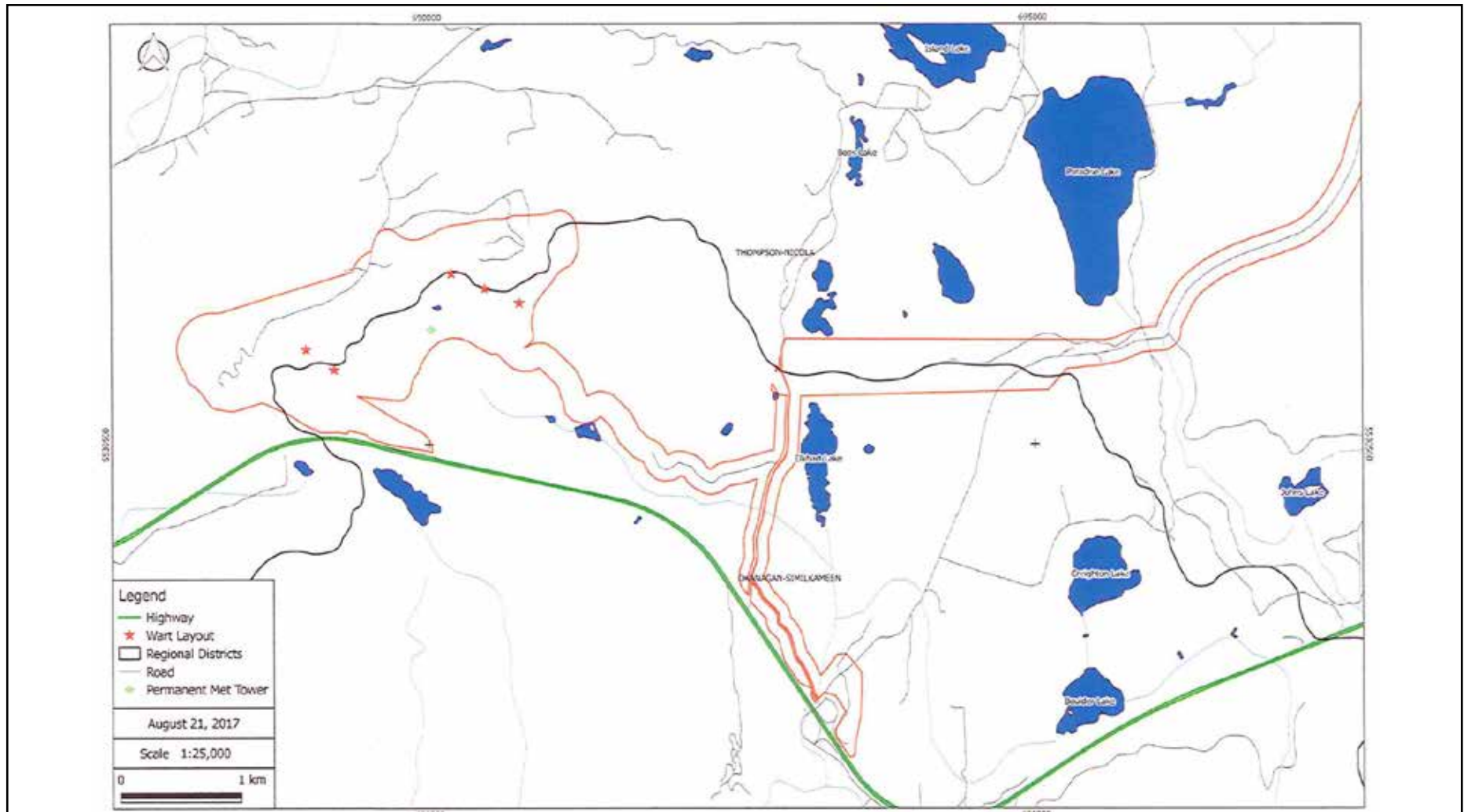
101 Martin St, Penticton, BC V2A 5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. H2017.139-DVP

Schedule 'C'



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Zoning Bylaw Amendment – Electoral Area “E”

Administrative Recommendation:

THAT Bylaw No. 2459.26, 2017, Electoral Area “E” Zoning Amendment Bylaw be read a third time and adopted.

Purpose: To allow for the development of a “craft distillery”

Owner: George Nidderly Applicant: Chad Nidderly Folio: E-04571.010

Civic: 1362 Greyback Mountain Road Legal: Lot 1, DLs 1032s and 2711, SDSY, Plan 12443

Zone: Small Holdings Two (SH2) Proposed Zone: Small Holdings Two Site Specific (SH2s)

Proposed Development:

This application is seeking to develop a “craft distillery” that includes a processing, storing, retail and tasting area.

Specifically, it is being proposed to introduce a site specific zoning that will allow for an increase in size and use for a home industry to include a “distillery” of up to 270 m². The applicant has proposed a building of 267.6 m² in size with approximately 134.5 m² to be used for warehousing, 53.5 m² to be used for the processing (distilling), 66.9 m² for the tasting and sales area, and another 53.5 m² for an outdoor patio.

Site Context:

The subject property is approximately 2.99 ha in area and is located adjacent to the City of Penticton boundary, northeast of Campbell Mountain, and approximately 1,450 metres north of the Electoral Area “D” boundary.

The surrounding pattern of development is seen to be characterised by a large Resource Area (RA) within the Agricultural Land Reserve (ALR) to the north, and RA and Conservation Area (CA) lands to the east and south containing the City of Penticton’s reservoir, and land located within the City of Penticton to the west zoned as Forest and Grazing.

Background:

At its meeting of September 11, 2017, the Electoral Area “E” Advisory Planning Commission (APC) resolved to recommend to the Regional District Board that this development proposal be approved with the following conditions: that an Environmental Impact Assessment is carried out; and, that a written statement committing to on site agricultural use be provided.

A Public Information Meeting was held ahead of the APC meeting on September 11, 2017, and was attended by eight (8) members of the public.

At its Meeting of September 21, 2017, the Board gave first and second reading to Amendment Bylaw No. 2459.26, 2017.

A Public Hearing is to be held on October 19, 2017, prior to the regular scheduled Board Meeting.

All comments received through the public process, including APC minutes are compiled and included as a separate item on the Board Agenda.

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

Analysis:

The main considerations in assessing this proposal is whether or not a 270 m² craft distillery can be considered an accessory use and whether or not it fits in with the general character of the neighbourhood.

The proposed location is on a relatively flat area on the south side of Greyback Mountain Road, at the back of the property. The neighbourhood character is seen to be rural in nature with very few developed properties nearby; therefore, the proposal would not intrude into the streetscape. Conversely, given the relative isolation of the subject property, the development of a craft distillery may create issues (e.g. traffic & noise) within the rural neighbourhood.

In terms of the size of the proposed distillery, while significantly larger than the 100 m² permitted as a home industry, it is still within the range permitted for the retail sales of farm and off –farm products that sets a maximum of 300m², if the property were being used as a farm. The subject property is not assessed as having 'farm' status; however, agriculture is a permitted use and the applicant has provided a site plan showing where production will occur.

Conversely, the proposed distillery use is seen to be completely detached from the principal residential use of the property and has a larger footprint than the principal use and therefore may not be considered strictly as an accessory use. The location of this proposed use may also be problematic given its relative isolation and access, as well as being close to the City of Penticton's drinking water supply reservoir.

Alternatives:

- .1 THAT First and Second Reading of Bylaw No. 2459.26, 2017, Electoral Area "E" Zoning Amendment Bylaw be rescinded and the bylaw denied.

Respectfully submitted



E. Riechert, Planner

Endorsed by:



C. Garrish, Planning Supervisor

Endorsed by:

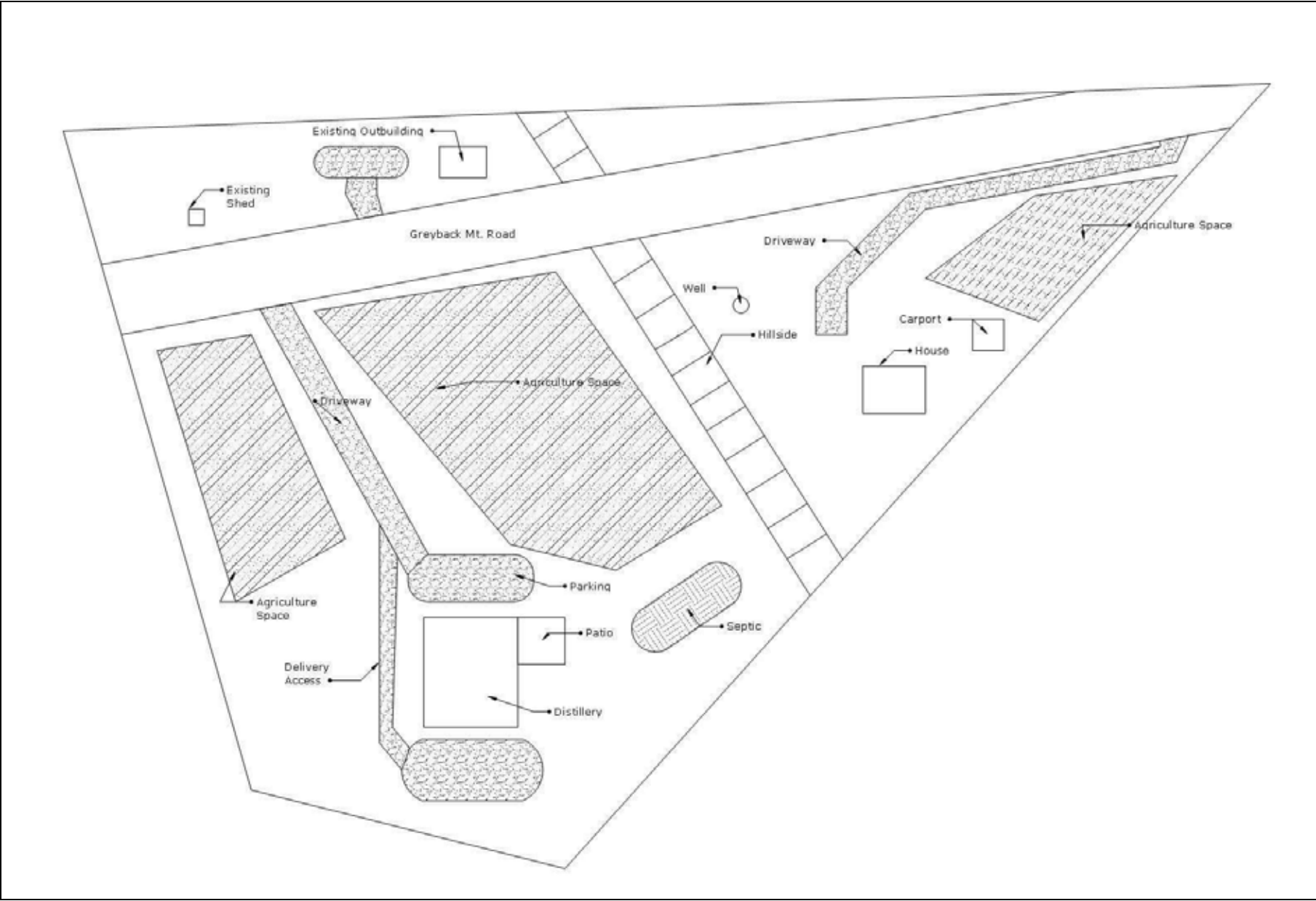


B. Dollevoet, Dev. Services Manager

Attachments: No. 1 – Applicant's Site Plan

No. 2 Site Photo (Google Earth)

Attachment No. 1 – Applicant's Site Plan



Attachment No. 2 – Site Photo (Google Streetview)



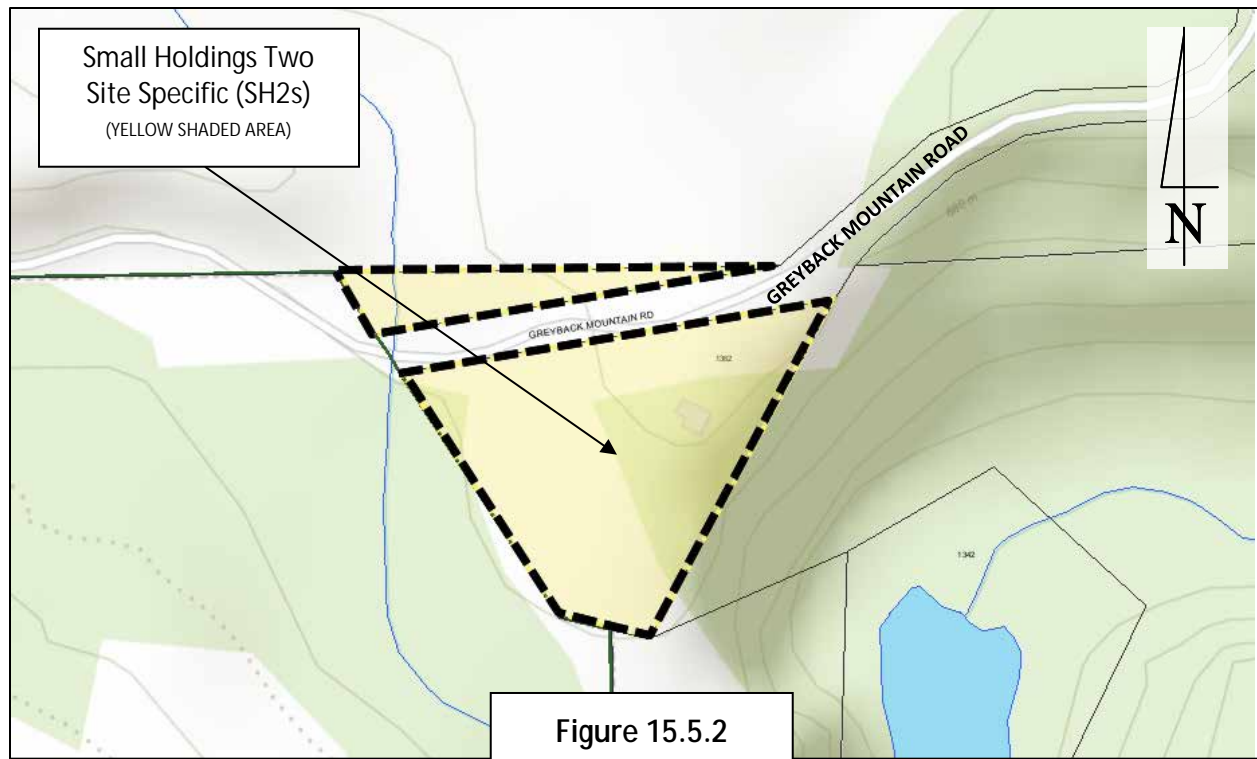
REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2459.26, 2017

A Bylaw to amend the Electoral Area "E" Zoning Bylaw No. 2459, 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 "E" Zoning Amendment Bylaw No. 2459.26, 2017."
2. The Zoning Map, being Schedule '2' of the Electoral Area "E" Zoning Bylaw No. 2459, 2008, is amended by changing the land use designation on land described as Lot 1, District Lots 103s and 2711, SDYD, Plan 12443, and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Small Holdings One (SH2) to Small Holdings Two Site Specific (SH2s).
3. The Electoral Area "E" Zoning Bylaw No. 2459, 2008, is amended by:
 - i) adding a new section following 15.5.2 under Section 15.5 (Site Specific Small Holdings Two (SH2) Provisions) to read as follows:
 - .2 in the case of land described as Lot 1, Plan 12443, District Lots 103s and 2711, SDYD, and shown shaded yellow on Figure 15.5.2:
 - a) a "home industry" use may include a "distillery", which is defined as meaning the distilling of alcoholic beverages or alcoholic products with alcoholic content exceeding 1% by volume that is licensed under the *Liquor Control and Licensing Act* to produce spirits, and may include tasting, retail sales and outdoor patio areas.
 - b) despite Section 7.18.4, the gross floor area of "home industry", including tasting, retail sales and outdoor patio areas shall not exceed 270 m².



READ A FIRST AND SECOND TIME this 21st day of September, 2017.

PUBLIC HEARING held on this 19th day of October, 2017.

READ A THIRD TIME this ____ day of _____, 2017.

ADOPTED this this ____ day of _____, 2017.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

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

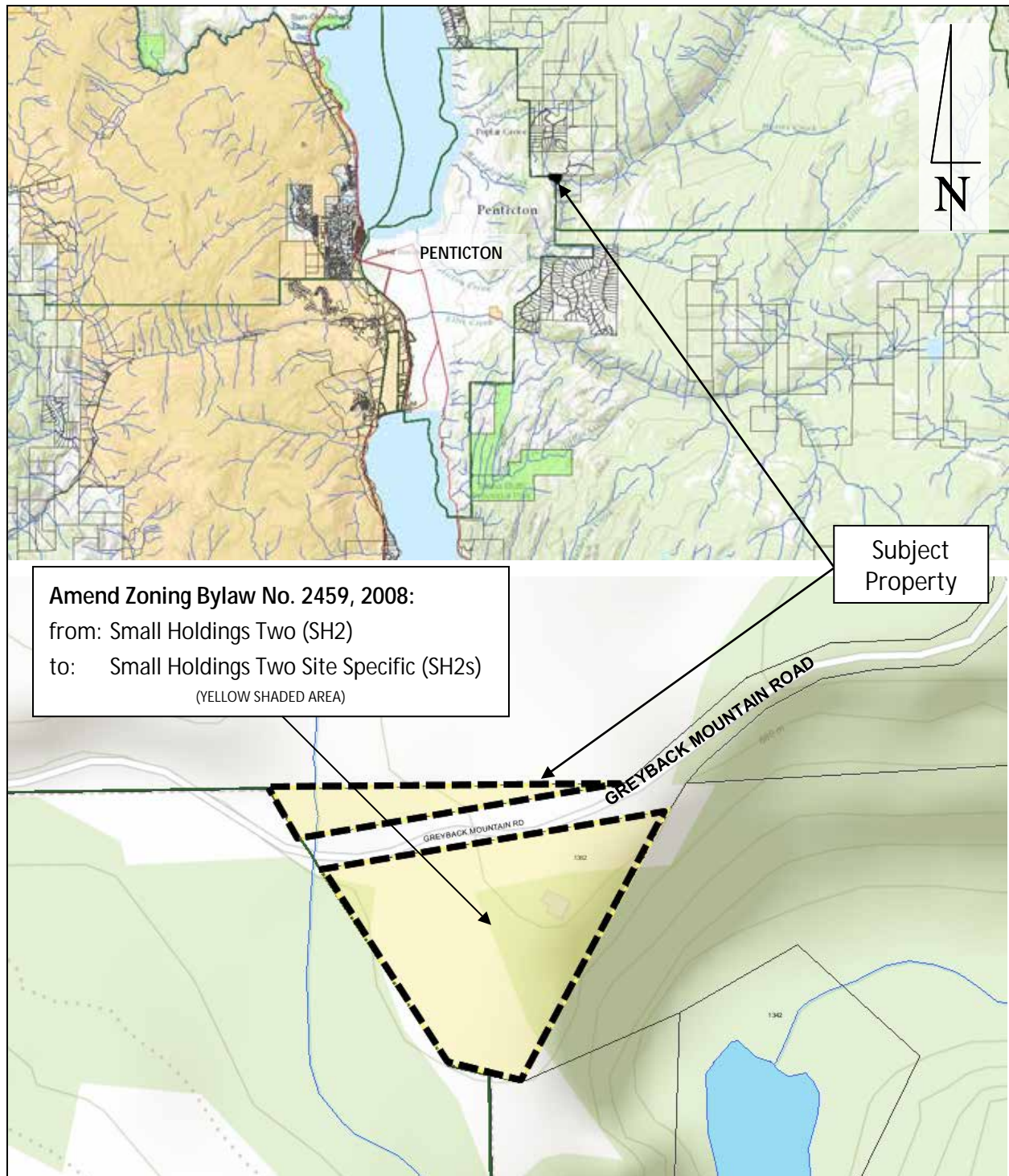
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2459.26, 2017

Project No: E2017.103-ZONE

Schedule 'A'



Lauri Feindell

From: Danielson, Steven <Steven.Danielson@fortisbc.com>
Sent: September 1, 2017 2:01 PM
To: Planning
Subject: Greyback Mountain Rd, 1362 RDOS (E2017.103-ZONE)

With respect to the above noted file,

There are FortisBC Inc (Electric) ("FBC(E)") primary distribution facilities along Greyback Mountain Road. Based on the plans provided, extension work may be required to service the proposed development, the cost of which may be significant. It is recommended that FBC(E) be contacted as soon as possible to determine servicing and land rights requirements for the proposed development. 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.

For more information, please refer to FBC(E)'s overhead and underground design requirements:

FortisBC Overhead Design Requirements

<http://fortisbc.com/ServiceMeterGuide>

FortisBC Underground Design Specification

<http://www.fortisbc.com/InstallGuide>

In order to initiate the design process, the customer must call 1-866-4FORTIS (1-866-436-7847). Please have the following information available in order for FBC(E) to set up the file when you call.

- Electrician's Name and Phone number
- FortisBC Total Connected Load Form
- Other technical information relative to electrical servicing

Otherwise, FBC(E) has no concerns with this circulation.

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.
Supervisor | Property Services | 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

Lauri Feindell

From: Referral Apps REG8 FLNR:EX <ReferralAppsREG8@gov.bc.ca>
Sent: August 25, 2017 11:06 AM
To: Lauri Feindell
Cc: Planning
Subject: RE: Bylaw Referrall E2017.103-ZONE (Niddery)

Hi Lauri,

The Ecosystems Section of the Ministry of Forest Lands & Natural Resource Operations and Rural Development has reviewed the above noted referral.
Lora Nield, Senior Ecosystems Biologist, reviewed and has "No Comment".

Thank you

Cathy Lacey
Admin Support
MFLNRO Penticton

From: Lauri Feindell [mailto:lfeindell@rdos.bc.ca]
Sent: Tuesday, August 22, 2017 2:08 PM
To: HBE@interiorhealth.ca; Cooper, Diana FLNR:EX; 'fbclands@fortisbc.com'; Skinner, Anne E AGRI:EX; Referral Apps REG8 FLNR:EX; FLNR DOS Referrals CSNR:EX; development@penticton.ca
Subject: RE: Bylaw Referrall E2017.103-ZONE (Niddery)

Please find a copy of the bylaw Referral, it seems that I missed attaching it, my apologies.

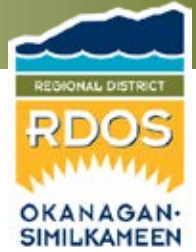
From: Lauri Feindell
Sent: August 22, 2017 11:02 AM
To: 'HBE@interiorhealth.ca' <HBE@interiorhealth.ca>; Diana.Cooper@gov.bc.ca; 'fbclands@fortisbc.com' <fbclands@fortisbc.com>; 'anne.skinner@gov.bc.ca' <anne.skinner@gov.bc.ca>; 'Referral Apps REG8 ENV:EX' (ReferralAppsREG8@gov.bc.ca) <ReferralAppsREG8@gov.bc.ca>; FLNR DOS Referrals CSNR:EX (FLNRDOSReferrals@gov.bc.ca) <FLNRDOSReferrals@gov.bc.ca>; development@penticton.ca
Subject: Bylaw Referrall E2017.103-ZONE (Niddery)

Project No.: E2017.103-ZONE
Legal: Lot 1, DL 1032s and 2711, SDYD, Plna 12443
Address: 1362 Greback Mountain Road

Please find attached a Bylaw Referral form with a request for review of a proposed bylaw amendment. Please review, and if you have any concerns, please contact Evelyn Riechert at eriechert@rdos.bc.ca.

<http://www.rdos.bc.ca/departments/development-services/planning/current-applications-decisions/electoral-area-e/e2017103-zone/>

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



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Zoning Bylaw Amendment – Electoral Area “G”

Administrative Recommendation:

THAT Bylaw No. 2462.03, 2017, Electoral Area “G” Zoning Amendment Bylaw be adopted.

Purpose: To allow for the development of an accessory dwelling unit as part of a new garage.

Owners: Robert & Kelly Sanders Agent: N/A Folio: G-06900.118

Civic: 2804 Liddicoat Road Legal: Lot R, Plan KAP92023, Section 30, Township 52, SDYD

Zone: Resource Area (RA) Proposed Zoning: Resource Area Site Specific (RAs)

Proposed Development:

This application is seeking to allow for the development of an accessory dwelling on a 4.0 ha parcel that will comprise a floor area of approximately 250 m².

Background:

At its meeting of August 16, 2017, the Electoral Area “G” Advisory Planning Commission (APC) resolved to recommend to the Regional District Board that this development proposal be approved.

A Public Information Meeting was held ahead of the APC meeting on August 16, 2017, and was attended by approximately 10 members of the public.

At its meeting of September 7, 2017, the Regional District Board resolved to approve first and second reading of the amendment bylaw and delegated the holding of a public hearing.

A Public Hearing was held on September 25, 2017, where approximately 12 members of the public attended.

At its meeting of October 5, 2017, the Regional District Board resolved to approve third reading of the amendment bylaw.

Approval from the Ministry of Transportation and Infrastructure (MoTI) due to the amendment applying to land within 800 metres of a controlled area, was obtained on October 11, 2017.

Alternative:


THAT first, second and third readings of Amendment Bylaw No. 2462.03, 2017, be rescinded and the bylaw abandoned.

Respectfully submitted:



C. Garrish, Planning Supervisor

Endorsed By:



B. Dollevoet, Development Services Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

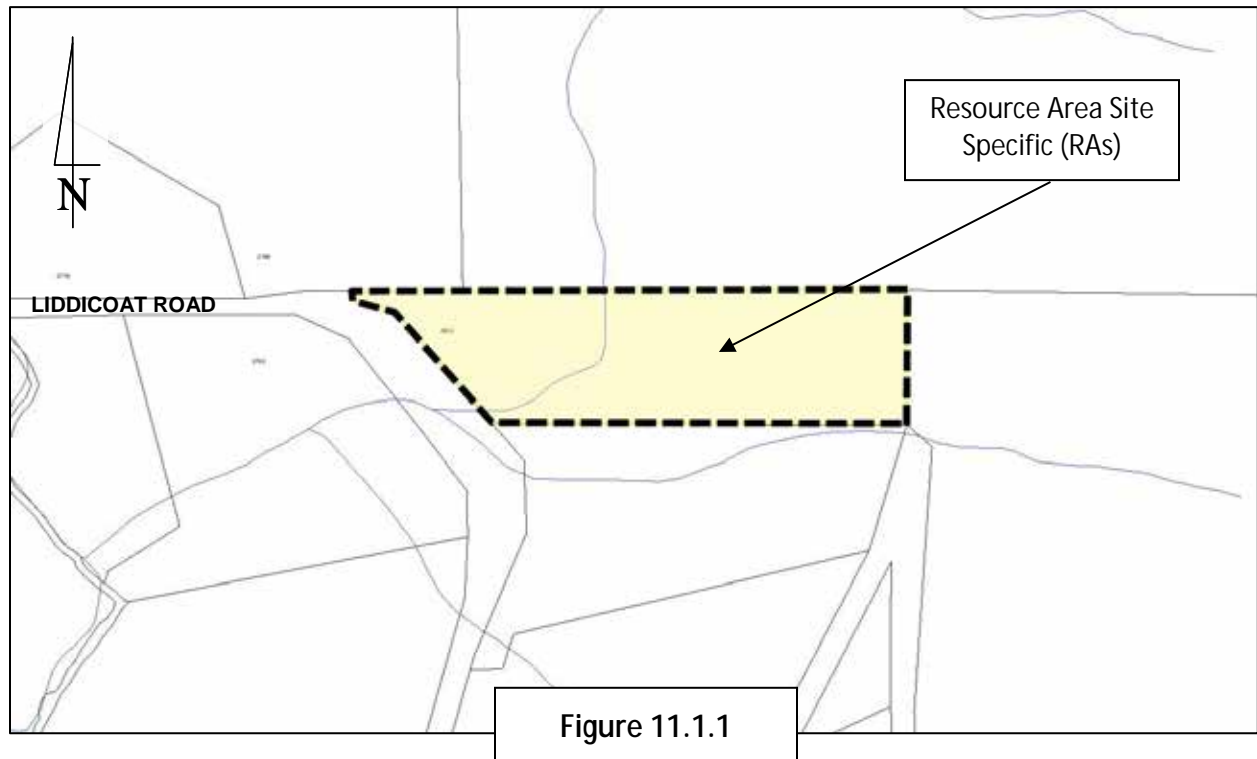
BYLAW NO. 2462.03, 2017

A Bylaw to amend the Electoral Area "G" Zoning Bylaw No. 2462, 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 "G" Zoning Amendment Bylaw No. 2462.03, 2017."
2. The Zoning Map, being Schedule '2' of the Electoral Area "G" Zoning Bylaw No. 2462, 2008, is amended by changing the land use designation of the land described as Lot R, Plan KAP92023, Section 30, Township 52, SDYD, and as shown shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Resource Area (RA) to Resource Area Site Specific (RAs).
3. The Electoral Area "G" Zoning Bylaw No. 2462, 2008, is amended by:
 - i) Replacing Section 11.1.1 (Site Specific Resource Area Provisions) Section 11.0 (Site Specific Designations) to read as follows:
 - .1 in the case of land described as Lot R, Plan KAP92023, Section 30, Township 52, SDYD, and shown shaded yellow on Figure 11.1.1:
 - a) the following use shall be permitted on the land in addition to the permitted uses listed in Section 10.1.2:
 - i) "accessory dwelling", which is defined as meaning a dwelling unit which is permitted as an accessory use in conjunction with a principal use and is not located within a building containing a single detached dwelling unit. The accessory dwelling is a complete living unit and indicates a private kitchen and bath.
 - b) despite Section 10.1.6(b), the maximum number of accessory dwelling units permitted per parcel shall not exceed one (1).

- c) No accessory dwelling shall have a floor area greater than 250.0 m².



READ A FIRST AND SECOND TIME this 7th day of September, 2017.

PUBLIC HEARING held on this 25th day of September, 2017.

READ A THIRD TIME this 5th day of October, 2017.

Approved pursuant to Section 52(3) of the *Transportation Act* this ____ day of _____, 2017.

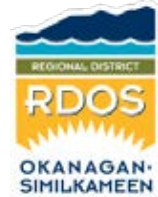
ADOPTED this ____ day of _____, 2017.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

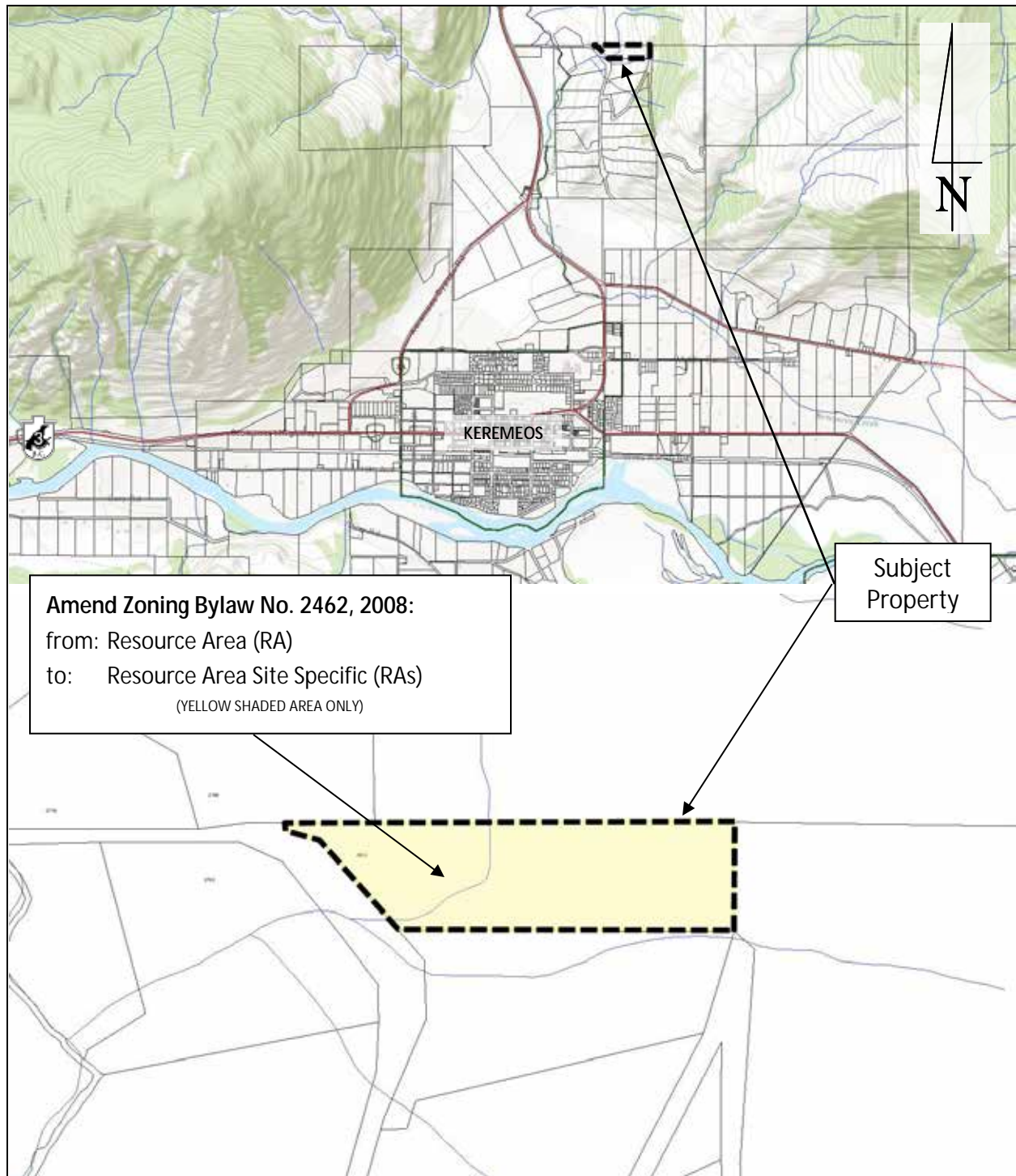
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2462.03, 2017

Project No: G2017.105-ZONE

Schedule 'A'



ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Award of Predesign for Skaha Estates Sewer Expansion Project

Administrative Recommendation:

This recommendation is to come forward later in the day, at the Board Meeting of October 19, 2017

THAT the Board of Directors reallocate the Regionally Significant Project Gas Tax Funds allocated for the "Okanagan Falls Wetlands Enhancement" project to the "Predesign of the Skaha Estates Sewer Extension to Okanagan Falls" project in the amount of \$360,911;

THAT the Board of Directors approve the expenditure of up to \$360,911 for consulting services to Tetra Tech Canada Inc. for the Predesign phase of the "Skaha Estates Sewer Extension to Okanagan Falls" project; and

THAT the Board of Directors execute a consulting services agreement with Tetra Tech Canada Inc. for the Predesign Services detailed in the Request for Proposals and the submitted Proposal for the "Skaha Estates Sewer Extension to Okanagan Falls" project.

Purpose:

Retain a consultant to carry out professional services required to prepare the predesign and updated costing of the new sewer system to allow a referendum process to proceed for the establishment of the Skaha Estates service area. It is anticipated that a future report will come to the Board after a successful referendum for the additional award of required consulting services.

Reference:

In accordance with the Purchasing and Sales Policy, the Regional District Board of Directors shall approve all purchases over \$50,000.

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

Key Success Driver #3 – Build a Sustainable Region

Goal 3.3: To develop an environmentally sustainable region with Objective 3.3.5 to bring the Skaha Estates and Kaleden areas into the Okanagan Falls wastewater treatment system.

Background:

There are two main components to discuss within this board report. The first is in regards to the Okanagan Falls Wetland project and the other with the Skaha Estates Sewer Extension project.

Wetlands Project

The Okanagan Falls Wetland Enhancement project has been in the future vision for wastewater treatment in the area since the idea was initially discussed during the development of the 'Okanagan Falls Sewage Treatment Plant - Strategic Review' in 2005. It was considered an enhancement option to potentially benefit the natural wetlands in the area. As the project proceeded, the wetland option was brought forward as an optional, future treatment that could be added when the time was right.

Of note, the Operating Certificate for the Okanagan Falls Wastewater Treatment Plant does not require installation or utilization of a wetland for treatment before the effluent is released into the Okanagan River.

In 2010, during completion of the Liquid Waste Management Plan and the Predesign of the new Wastewater Treatment Plant, the wetlands enhancement project was determined to be unaffordable at the time. The natural wetland area across the Okanagan River was not suitable and the Regional District did not have another location available. The plans were put on hold until a future undetermined date.

In 2012, funds were allocated from the Regionally Significant Projects (RSP) gas tax funds in an effort to move the wetland project along. In total, \$360,911 was allocated to the wetland project. Initial designs and estimates place the costs at about \$1.0 Million plus the cost of purchasing land. As part of the rules surrounding the RSP funds, the securing of complete funding for the wetland project is required prior to the RSP agreement execution. To date, although the funds are allocated to the wetlands project, the Regional District does not have an agreement for the RSP funds with UBCM as the total project costs have not been secured in full.

In 2016, the Regional District was provided an opportunity to purchase a 4.2 hectare piece of property for constructing an engineering wetland. The property was purchased and plans were initiated to design a system for reduction of endocrine disruptors or other micropollutants. A significant amount of research all across the globe is underway to look at the effects and treatment options for various micropollutants. To date however, there are still many unanswered questions on the most efficient ways of reducing these pollutants and as such the best layout within a constructed wetland area is largely unknown.

The Regional District has sought out additional funding sources, however the efforts have been unable to secure additional funds at this time to carry out the wetlands enhancement project to completion. The previously allocated RSP funds are expiring on September 30, 2018. These funds

will not be able to be utilized for construction of a wetland within this timeframe and as such, it is recommended that these funds be relocated to a different project.

Skaha Estates Sewer System

The addition of the Skaha Estates and Kaleden communities into the Okanagan Falls sewer system has been discussed since the late 1980's when the first Liquid Waste Management Plan was completed for the area. In 2014, the Board of Directors made the sewerage of Skaha Estates and Kaleden the top priority for the Regional District.

In 2015, an application was submitted to the Building Canada Fund – Small Communities Fund (BCF-SCF) for the sewerage project. Unfortunately this application was denied, however the Regional District was encouraged to reapply in the following year. In 2016, a revised application was submitted breaking the project into distinct phases; Phase 1 for Skaha Estates and Phase 2 for the Kaleden area. In March of 2017, the BCF-SCF grant was approved for Phase 1.

The submitted application to the BCF-SCF program requested a grant of about \$8.4 Million. The approved grant to the Regional District was about \$6.6 Million, which leaves a shortfall in funding of \$2.2 Million. The project has significant challenges with rock through out the Skaha Estates community and along Eastside Road. A large contingency was added in the grant submission for the removal of rock however with the reduced funding received, there is concern on whether the grant is sufficient to cover all of the rock removal required without increasing the cost to each property owner substantially. Initial discussions with the Ministry of Transportation and Infrastructure indicate potential opportunities for partnering on some work in the area that could reduce the Regional District costs.

The initial plan was to utilize the preliminary design created for the grant application and move towards holding a referendum for Skaha Estates within about eight months. The creation of the service area and borrowing bylaw would then be completed. With the reduced grant received, the initial project plan and potential risks were re-evaluated and an alternative approach is recommended.

Analysis:

The addition of sewers to the Skaha Estates community has many challenges. After the reduced grant was received, a review of the preliminary design was conducted to evaluate where potential increased risks could raise the project costs to unaffordable levels.

At this time to successfully move the Skaha Estates sewer project forward, it is recommended to complete a full predesign to quantify some key risks affecting the project costs. Specifically the geotechnical studies and archeological assessments, as well as confirming the exact layout including elevations of the sewer system. The cost to complete all of these predesign components is estimated at about \$347,000. After completion of the predesign work in mid-2018, the Regional

District would have an increased confidence in the projected estimates prior to initiating a referendum process.

With the refinement of the predesign and updated costs, one of the following outcomes will occur:

1. Predesign indicates Skaha Estates sewer project has sufficient funding to move forward with the grant received. Successful referendum is completed. Project will proceed as planned.
2. Predesign indicates Skaha Estates sewer project does not have sufficient funds to move forward with the reduced grant funding. Additional funding must be secured either through additional grants or increased contributions from the residents.
3. Predesign indicates Skaha Estates sewer project does not have sufficient funds to move forward with the reduced grant funding, no additional grants are available and residents do not approve the required contribution amount. The sewerage project for Skaha Estates is then abandoned and the sewer expansion project for Kaleden is initiated. The installation of the sewer system for Kaleden is expected to be much less than in Skaha Estates due to the more favorable ground conditions.

Options for Funding the Recommended Predesign Work:

In a typical capital infrastructure project that receives Federal & Provincial grant program funding, the predesign expenses would be paid from the received grant. In this case it would be the BCF-SCF grant received for the Skaha Estates sewerage project. This grant covers 2/3 of project expenses, leaving 1/3 to be paid by the service area residents. As the Skaha Estates sewer area is not yet a formal service area, the 1/3 of the costs (about \$116,000) would need to be allocated to the Rural Projects Area D budget in 2018.

- If the detailed predesign indicates sufficient monies are available, the 1/3 of the costs owed by the property owners could be rolled into the newly created service area in 2019 or 2020. Rural Projects Area D would have to cover the expenses until that time.
- If the detailed predesign indicates that the budget may not be sufficient and adequate funding may not be available, the Rural Projects Area D would need to cover the cost of at least \$116,000 or potentially the entire predesign expense of \$347,000.

The wetlands enhancement project will not be able to utilize the \$360,911 allocated to it from the Regionally Significant Program (RSP) funds prior to the expiration of September 2018. Discussions with UBCM indicate the RSP funding is eligible to be reallocated to the Skaha Estates sewer project for the predesign as it will ultimately result in construction of new infrastructure.

Given the above it is recommended that the RSP funds be reallocated from the wetlands enhancement project to the Skaha Estates sewer project for immediate use. The RSP funding would cover 100% of the costs to complete the predesign work.

Consultant Selection

In preparation of proceeding with the predesign, detailed design and ultimately construction of the Skaha Estates sewer expansion project, a Request for Qualifications and Expression of Interest for obtaining a consultant was released and eleven submissions were received on June 30, 2017. The eleven submissions were evaluated by three staff members to determine the shortlist of four consultants. The four shortlisted consultants were Associated Engineering, McElhanney Consulting Services, Stantec and Tetra Tech Canada.

These four shortlisted consultants received the full Request for Proposal (RFP) document used for selecting the consultant team for bringing sewers to Skaha Estates. Proposals were received on August 31, 2017. A team of five staff members independently evaluated and ranked the four proposals based on evaluation criteria presented in the RFP document. Following the individual evaluation, the team met to share and discuss results.

Each proposal had strengths and weaknesses. The most significant issues identified in the received proposals included insufficient detail on methodology and what deliverables were included, insufficient communications planning for the scope of work, and lack of clarity in the document. Significant strengths were also observed in the proposals including an analysis of specific project challenges, extensive communications and engagement plan, and a very detailed methodology for the project approach.

In the RFP, the overall budget was provided to the consultant. As a result, the methodology was the most critical aspect of the work. The team ranked the proposals with and without the points for the price and the ranking results were the same when costs were considered.

The following table provides the overall ranking of received proposals:

CONSULTANT	RANK
Tetra Tech Canada	1
McElhanney Consulting Services	2
Associated Engineering	3
Stantec	4

At this time, it is necessary to secure the consultant for completing the work on the Skaha Estates sewer expansion project. As discussed previously it is recommended to proceed with the predesign at this time to determine the ultimate design and construction plan with updated costs for the Skaha Estates area. Following the predesign stage, a report will return to the Board to award subsequent work to the contracted consultant, Tetra Tech Canada.

Alternatives:

1. The Board may decide to not reallocate the funding from the Regionally Significant Project gas tax funds and approve the expenditure of \$120,000 to \$360,000 from the Rural Projects Area D budget in order to move the Skaha Estates sewer project forward.

2. The Board may decide to abandon the Skaha Estates sewer project and direct staff to enter into discussions with the Ministry of Municipal Affairs and Housing (formerly the Ministry of Community, Sports and Cultural Development) on seeking approval to change the scope of the awarded project to the Kaleden sewer expansion.

Communication Strategy:

In order to undertake a project of this magnitude, community members must be kept well informed and feel included in the process. The goal is to have a positive process that people are excited about to lead to a common vision and cohesiveness. The latest public meetings held in April 2016 reaffirmed the desire of both communities to have sewers installed.

At the start of the predesign, the community will be engaged and contact will be made as often as possible through newsletters, website updates, emails, site visits and open houses.

Respectfully submitted:

Liisa Bloomfield

L. Bloomfield, Engineer

Endorsed by:

Janine Dougall

Janine Dougall, Public Works Manager

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Naramata Water System 2017-2021 Five Year Financial Plan Amendment

Administrative Recommendation:

THAT the Board of Directors support a Five-year Financial Plan Amendment in the amount of \$300,000 for the Naramata Water System to fund the purchase of the generator.

Reference:

Bylaw 2767, 2017 2017-2021 Five Year Financial Plan

Background:

Amendments to the approved Five-year Financial Plan are brought forward as supporting resolutions with bylaw amendments taking place in aggregation annually.

Analysis:

During the time that the 2017 budget was being prepared it was anticipated that there would be expenditures incurred in the last quarter of 2016 and that these costs would be funded by the Community Works Gas Tax fund as was approved in the 2017-2021 Five Year Financial Plan. Costs relating to the purchase of the generator were delayed and as a result were not incurred until 2018. Due to this fact, the Community Works Gas Tax funding, which was required to fund a portion of the project, was not carried forward to 2018. This will not have any impact on the balance of the Community Works Gas Tax as this amount had already been committed.

Respectfully submitted:

"Maureen Hayter"

M. Hayter, Finance Manager

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Appointment of Regional District of Okanagan-Similkameen Auditor

Administrative Recommendation:

THAT the Board appoint BDO Canada LLP to provide audit services for the Regional District of Okanagan-Similkameen and the Okanagan Similkameen Regional Hospital District for the fiscal years ending December 31, 2017, 2018 and 2019 with a possible two year extension .

Reference:

Local Government Act 377(1)
Community Charter Part 6; Division 2, 169(1)

Business Plan Objective:

Objective 1.1.1 By providing the Board with accurate, current financial information.

Background:

Every three to five years the Regional District requests proposals from qualified audit firms in the Okanagan Similkameen. A Request For Proposal (RFP) was issued on September 8, 2017 using a standard template developed by the Auditor General of BC.

Analysis:

Five proposals were received and evaluated on the following criteria:

1. Capability of audit firm and audit team – 45%
2. Proposed audit strategy – 35%
3. Price – 20%

The successful proponent was BDO Canada LLP.

Respectfully submitted:

"Maureen Hayter"

M. Hayter, Finance Manager

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Dog Control Regulatory Bylaw 2671, 2017

Administrative Recommendation:

THAT Bylaw No. 2671, 2017 Dog Control Bylaw be read a first time, a second time, a third time and adopted.

Purpose:

The purpose of this Bylaw is to specify one Dog Control Bylaw, remove reference to cats and to wild and domestic sheep, and update it to current legislation and practices related to dog ("i.e. canine") control enforcement.

Reference:

Part 9, Division 5, of the *Local Government Act [RSBC 2015] Chapter 1*
Section 48 and 49 of *Community Charter [SBC 2003] Chapter 26*

Business Plan Objective:

1. Optimize Customer Experience by improving our customer rating and by meeting the public need through the development and implementation of key services:
 - Majority of current complaints relate to dogs at large and dogs that display aggressive behavior;
2. To Provide Governance and Oversight in a Representative Democracy by encouraging electoral areas to work together:
 - Currently confusing to have three separate bylaws;
 - A dog's behaviors are the same between Electoral Areas and so the regulations should be the same;
 - One bylaw helps for consistency purposes and liability issues.

Background:

The intent to draft a consolidated Dog Control Bylaw was introduced to the Planning and Development Committee on February 11, 2016. Discussion ensued at this meeting with concerns being raised about the probability of losing the ability to control livestock numbers and to restrict them from being at large in the two Electoral Areas not subject to zoning bylaws. To address this, a separate Animal Control Bylaw has been prepared to regulate livestock and small animals within Electoral Areas "B" and "G" and follows this report.

On February 16, 2017, the two proposed bylaws were presented to the Board and Administration was requested to solicit and obtain comments from the respective Recreation Commissions within the RDOS area. Administration has since met with the Naramata Recreation Commission, the Kaleden Recreation Commission, Okanagan Falls Recreation Commission, and the Electoral Area "G" Director's Advisory Panel. The Commissions' feedback was overall supportive and resulted with an amendment being incorporated into the bylaw as suggested from Electoral Area "G".

In Electoral Area "G", there was concern and discussion with respect to the new requirement that ALL dogs must be on a leash when not on the owners' property. This regulation may cause problems for ranchers as their dogs must be able to run free when herding cattle and rural property owners may use this bylaw as a tool to restrict the movement of their cattle through the requirement that their dog must be on a leash. As such, the inclusion of a new "Working Dog" definition was added to the Bylaw to address this.

For the remaining Electoral Areas (A, B, C, and F), after multiple attempts to attend Recreation Commission meetings to present the proposed bylaw, Administration provided a report to the Board of Directors for its meeting of October 5, 2017 to adopt both the draft Dog Control Bylaw and the Animal Control Bylaw for Electoral Areas "G" and "B".

However, at this meeting, the Board brought up a number of concerns with the Bylaw, with specific concern with the "At Large" definition and enforcement of this provision in rural areas, the definition of "Animal" and how it relates to Aggressive and Vicious Dogs, and Dogs being utilized for hunting and emergency personnel purposes.

Administration has since made a number of revisions to address these concerns that are shown in red in the attached draft Dog Control Bylaw.

Analysis:

The revised Dog Control Bylaw No. 2671 includes the following changes from the Bylaw that was presented for adoption on October 5, 2017:

1. Re-worded and amended the "Animal" definition to also exclude any animals of the "Rodent" variety. Excluding these animals ensures that enforcement will not occur if a dog behaves aggressively or viciously to rodents (i.e. mice, rats, or raccoons).
2. Included a part (c) in the "At Large" definition that states that "At Large" can also mean (in addition to not on leash or not within a vehicle) to not Under Control of the Owner as defined by the Bylaw. In this manner, people across the Regional District can still continue to walk their dogs (in both rural and urban areas) without a leash if the Dog is Under control of the Owner. In addition, the "Under Control" definition was amended to include that the Dog must be within visible sight distance.
3. The definition of "Working Dog" is amended to include Dogs engaged in legal hunting activities or Dogs used by Police and Emergency services.

4. A new Section 8.5 that states that an Owner shall not confine an unattended Dog in a vehicle on a hot day.

Section 8.5 is a new regulation for RDOS, and may increase the level of service for Bylaw Enforcement Services. If included, Administration will have to evaluate the call volumes associated with these type of complaints, and the amount of Bylaw Enforcement Officer time that is being taken to address this regulation to determine if there may be a budgetary impact. In addition, once an Officer is on-site to a vehicle with a confined dog, the Officer would not be permitted to break into a vehicle unless the RCMP was attending the situation. This will need to be managed and educated to the public.

The Dog Control Bylaw has been updated to recognize current legislation, strengthen restrictions to protect the public, and to recognize current practice as indicated by other local government bylaws.

Should this bylaw be adopted, amendments to the Bylaw Notice Enforcement Bylaw will be presented to the Board in the near future.

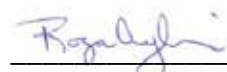
Alternative Recommendations:

1. THAT the Board of Directors not adopt the Dog Control Bylaw No. 2671, 2017;
2. THAT the Board of Directors refer the Dog Control Bylaw No. 2671, 2017 to the Planning and Development Committee for further discussion;
3. THAT the Board of Directors direct that the Dog Control Bylaw No. 2671, 2017 be amended to include the following revisions and brought back to the RDOS Board for adoption:
 - a

Communication Strategy:

- Media release (Western News, Similkameen Spotlight)
- Online News (Castanet, InfoNet, Oliver Chronicle, Osoyoos Times)
- New "Dog Control" information pamphlet (available at licence vendor locations, RDOS office)
- RDOS website

Respectfully submitted:



R. Aylwin, Bylaw Enforcement Coordinator



Endorsed by: Brad Dollevoet,
Development Services Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BYLAW NO. 2671, 2017

A regulatory bylaw to provide the licensing and control of dogs within the Regional District of Okanagan-Similkameen Electoral Areas "A", "B", "C", "D", "E", "F" and "G".

WHEREAS the Regional District may, pursuant to the *Local Government Act*, enact a bylaw regulating the keeping, control and licensing of dogs; and

WHEREAS the *Community Charter* provides Regional Districts with special powers in relation to dangerous dogs;

WHEREAS the Regional District has adopted Regional District of Okanagan-Similkameen Dog Control Service Establishment Bylaw No. 2775, 2017 to establish a service for the provision of Dog Control within Electoral Areas "A", "B", "C", "D", "E", "F", and "G";

THEREFORE BE IT RESOLVED that the Board of the Regional District of Okanagan-Similkameen in open meeting assembled, enacts as follows:

1.0 CITATION:

This Bylaw shall be cited as the Regional District of Okanagan-Similkameen Dog Control Regulatory Bylaw No. 2671, 2017.

2.0 DEFINITIONS:

Aggressive Dog means:

- (a) Any Dog which, without provocation, has displayed aggressive behaviour toward another Dog, Animal or person; or
- (b) Any Dog which, without provocation, has a known tendency or disposition to pursue vehicles or cyclists; or
- (c) Any Dog that, without provocation, causes Minor Injury to another Dog, Animal or person.

Altered means a Dog that has been either spayed or neutered.

Animal means any animal, excepting for the purposes of this Bylaw any human species, wildlife as defined in the Wildlife Act, or any animals of the "Rodent" variety, such as rats, mice, or raccoons.

Animal Shelter means a building or part thereof, including the property that the building is located on, used by the Regional District for the temporary care of dogs impounded by the Dog Control Officer and includes the vehicle that is being used to transport the Dog.

At Large means a Dog that, while not on the property of the Owner:

- (a) is not confined within a vehicle; or
- (b) is not securely attached to a Leash held by a person who has the ability to restrain the Dog while the Dog is under their care; or
- (c) is not Under Control of the Owner, as defined within this Bylaw.

Barking Excessively means any barking, howling, yelping or crying, for 15 minutes in any given hour, that unduly disturb the peace, quiet, rest, comfort or tranquility of the surrounding neighbourhood or of persons in the vicinity.

Board means the Board of the Regional District of Okanagan-Similkameen.

Calendar Year means the one-year period that begins on January 1 and ends on December 31.

Community Charter means the *Community Charter, Chapter 26 (SBC 2003)*, as amended from time to time.

Dangerous Dog means a Dog that has been found to be a Dangerous Dog by a Justice of the Provincial Court of British Columbia.

Dog means an Animal of the canine species, including a dog-wolf or dog-coyote hybrid, and may include aggressive dog, vicious dog, and dangerous dog.

Dog Control Officer means a person appointed by the Board as a Dog Control Officer, Animal Control Officer or Bylaw Enforcement Officer and includes a Peace Officer, a Pound Keeper or Shelter Manager, employee, servant, agent, or contractor of the Regional District.

Dog Park means an area, located on Public Land, and designated by signage to be an off-leash area for dogs.

Enclosure means a structure at least 1.8m in height by 1.2 meter wide by 4 meters long; constructed with secure sides, and with impervious surfacing for the bottom to prevent digging; suitable for the size and strength of the dog to prevent it from escaping; having protection and shelter from the varying weather conditions; and locked to prevent entry of young children or other unauthorized persons.

Fees and Charges Bylaw means the current Regional District of Okanagan-Similkameen Fees and Charges Bylaw as amended from time to time.

Guide/Service Dog means a Dog that is used by a person with a disability to avoid hazards or to otherwise compensate for a disability as defined in the *Guide Animal Act*.

Leash means a device of sufficient strength and design to restrain the Dog for which it is being used, where one end is securely affixed to the Dog and the other end is being securely held by the Owner.

Licence means the identification tag issued for purposes of identification of a Dog and identification of the dog's Owner as indicated by the records of the Regional District.

Minor Injury means a physical injury to a person or Animal that includes pinches, minor localized bruising, scratches, scrapes and shallow punctures.

Muzzled means a humane fastening or covering device, of adequate strength, placed securely over the dog's mouth designed to prevent the Dog from biting or inflicting injury.

Nuisance Dog means any Dog that:

- (a) has been impounded 3 or more times within the previous 12 months; or
- (b) has received 3 or more fines for barking excessively or running at large within the previous 12 months; or
- (c) has a combined total of 4 or more fines and impounds within the previous 12 months.

Owner means any person who owns, has in their custody, harbours, shelters or permits any Dog to remain on or about his/her land, property or premises and is not restricted to the "Owner" as identified on the Dog Licence application.

Pound Keeper means the employee who cares for the dogs being held at the Animal Shelter and includes a Shelter Manager and *may* include a Dog Control Officer.

Public Land means any highway, road, lane, street, boulevard, crescent, walkway, trail, greenbelt, park, playground, or other public place that is under ownership, lease or tenure by Provincial, Federal or Local Government(s).

Qualified Dog Trainer means, in the context of this bylaw, a person:

- (a) having a degree in veterinary medicine with a special interest in animal behaviour;
- or

(b) a person with a degree in animal behaviour together with a minimum of 5 years supervised work experience;
and possessing a current membership to a professional behaviour organization such as the ABPC, AVSAB, DDAB or CAAB.

Regional District means the Regional District of Okanagan-Similkameen and may be referred to as the Regional District in the context of this bylaw.

Serious Injury means a physical injury to a person or Animal that includes fractures, deep punctures, lacerations and injuries that require sutures or cosmetic surgery.

Shelter Manager means the employee who cares for the dogs being held at the Animal Shelter and includes a Pound Keeper and *may* include a Dog Control Officer.

Unaltered Dog means an intact Dog that has not been spayed or neutered.

Under Control means such circumstances where the Dog **is in visible sight distance to the Owner**, and responds to the Owner immediately and returns to the Owner within a reasonable time when called or signaled by the Owner, as determined by the Dog Control Officer.

Unlicensed Dog means a Dog for which the Licence fee for the current Calendar Year has not been issued by the Regional District.

Vicious Dog means:

- (a) Any Dog which, without provocation, has displayed aggressive behaviour toward another Dog, Animal or person on two or more occasions; or
- (b) Any Dog which, without provocation, has a known propensity, tendency or disposition to attack other animals or humans; or
- (c) Any Dog which, without provocation, has inflicted a Serious Injury to another Animal, Dog or person

Working Dog means a Dog that is used for purposes of herding livestock, **a Dog engaged in legal hunting activities, or a Dog used by Police and other Emergency services**, that requires the Dog to be free of restraints in order for them to perform the work, but does not include a Dog working as a guard dog on commercial or private premises.

3.0 LICENSING

- 3.1** Every Owner of a Dog within the Regional District shall obtain a Licence for the current Calendar Year, by January 1st or soon thereafter of the same year, by making application and paying the required fee as set out in the Fees and Charges Bylaw.

- 3.2 An Owner is required to obtain a Licence for each Dog that is in their care, custody or is permitted to remain on or about their property or premise.
- 3.3 Every Licence issued under this bylaw shall be for that Calendar Year specified thereon and shall expire on December 31 of the same year.
- 3.4 Where a Licence is lost, destroyed or damaged to the point that it can't be used for identification purposes, the Owner shall obtain a replacement Licence upon completion of a new Licence application and payment of the applicable fee as set out in the Fees and Charges Bylaw.
- 3.5 Before issuing a Licence for an Altered Dog, the owner may be required to furnish proof that the Dog has been spayed or neutered.
- 3.6 If an owner, that has purchased a Licence for an Unaltered Dog provides documentation from the veterinarian that the Dog has been altered within the same Calendar Year as the issued Licence, the difference in Licence fee shall be reimbursed.
- 3.7 Where the Owner of a Dog in respect of which a Licence has been issued ceases to be the Owner within the Calendar Year that the Licence is issued, the Licence may be transferred to the new Owner, at no charge, upon completion of a new Licence application.
- 3.8 Where an Owner relocates to the Regional District and produces a Licence issued to the Dog from another jurisdiction for the current Calendar Year, the Owner may obtain a Licence for the same Calendar Year, at no charge, upon completion of a new Licence application.
- 3.9 The Owner of a licenced Dog shall affix the Licence for the current Calendar Year to a collar or harness on the Dog and the Licence shall be worn by the Dog at all times.
- 3.10 Where a licenced Dog is found not wearing a current Licence, the Owner shall:
(a) produce the Licence for the current Calendar Year; or
(b) purchase a replacement Licence for the current Calendar Year
When requested by the Regional District or Dog Control Officer.
- 3.11 Should a person falsify information required for licencing a Dog, the Licence shall be revoked, a new Licence purchased and a fine may be issued.

4.0 CONTROL AND IMPOUNDING OF DOGS

- 4.1 An Owner shall ensure that the Dog is not At Large at any time, **except for a Working Dog that is actively working at the time.**
- 4.2 An Owner shall keep the Dog Under Control to prevent it from harassing or chasing another Animal, person, or cyclist.
- 4.3 An Owner shall keep the Dog Under Control to prevent it from injuring or killing another Animal or person.
- 4.4 Every Owner of any Dog must ensure that the Dog does not enter upon or remain on any sandy beach or swimming area located within a park unless the area is designated by signage as an off-leash area or Dog Park.
- 4.5 Every Owner of any Dog must ensure that the Dog does not enter into a playground area on Public Land where play apparatus exists, unless designated by signage to be an off-leash area or Dog Park.
- 4.6 Every Owner of any Dog must ensure that the Dog is on a leash in a park, unless designated by signage as an off-leash area or Dog Park.
- 4.7 The Dog Control Officer may determine that a Dog is a Nuisance Dog and shall inform the Owner in writing.
- 4.8 The Dog Control Officer may seize and impound any Dog found At Large.
- 4.9 The Dog Control Officer shall release any impounded Dog, when:
 - (a) a current Licence has been produced by the Owner of the Dog; and
 - (b) all impound fees, maintenance fees, and fines related to that Dog have been paid.
- 4.10 Where an impounded dog is not released to the Owner within seventy-two (72) hours from the time the Dog is impounded, and there have been no prior arrangements made with the Shelter Manager or Dog Control Officer, the Regional District may sell or dispose of the dog in a humane manner.

5.0 AGGRESSIVE DOGS

- 5.1 The Owner of an Aggressive Dog shall secure the Dog by a collar and Leash that is a maximum length of one (1) metre when not on the Owner's property or in a Dog Park.

- 5.2 The Owner of an Aggressive Dog shall keep the Dog effectively Muzzled at all times when in a Public Place to prevent the Dog from biting another Dog, Animal or person.
- 5.3 The Owner of an Aggressive Dog shall ensure that the Leash referred in Section 5.1 is held by a person that is physically and mentally capable of keeping the dog Under Control.
- 5.4 When an Aggressive Dog is on the Owner's property, and not securely confined indoors, the Owner shall keep the Dog securely confined to the Owner's property by:
- (a) keeping the Dog in a fenced or gated area, located in the back yard of the Owner's property, which is of sufficient height and strength to confine the dog; or
 - (b) erecting a fence, in the back yard of the property, of adequate height and strength, to securely contain the Dog.
- 5.5 The Owner of an Aggressive Dog shall permit the Dog Control Officer to photograph the Dog for identification purposes.
- 5.6 Where a Dog has exhibited behaviour that met the definition of an Aggressive Dog in this bylaw and;
- (a) there have been no incidents of aggression within the previous twelve month period; or
 - (b) in the opinion of a Qualified Dog Trainer, the Dog no longer has a propensity towards aggression
- the Owner may apply to the Regional District to suspend the requirements of Section 5.0 of this bylaw as it applies to an Aggressive Dog.
- 5.7 If the requirements of this bylaw as it applies to an Aggressive Dog are suspended pursuant to Section 5.6 of this bylaw and, subsequent to that suspension, the Dog exhibits behaviour that meets the definition of an Aggressive Dog, the requirements of this bylaw as it applies to an Aggressive Dog shall immediately apply and no further relief pursuant to Section 5.6 will be granted.

6.0 VICIOUS DOGS:

- 6.1 The Owner of a Vicious Dog shall secure the Dog by a collar and Leash that is a maximum length of one (1) metre and of adequate strength to restrain the Dog when not on the Owner's property.

- 6.2 The Owner of a Vicious Dog shall keep the Dog effectively Muzzled at all times when not on the Owner's property to prevent the Dog from biting another Dog, Animal or person.
- 6.3 The Owner of a Vicious Dog shall ensure that the leash referred in Section 6.1 is held by a person that is physically and mentally capable of keeping the Dog Under Control.
- 6.4 When on the Owner's property, and not securely confined indoors, the Owner shall keep the Vicious Dog securely confined in a locked Enclosure, located in a place on the Owner's property other than the front yard and located such that there is a minimum of 3 meters between the enclosure and the property line.
- 6.5 The Owner of a Vicious Dog shall ensure that the Dog is not in a Dog Park at any time.
- 6.6 The Owner of a Vicious Dog shall permit the Dog Control Officer to microchip the Dog for identification purposes and must pay for the costs associated with the microchipping prior to release of the Dog by the Pound Keeper.

7.0 DANGEROUS DOGS:

- 7.1 The Dog Control Officer is designated an Animal Control Officer for the purposes of Section 49 (Special Powers in Relation to Dangerous Dogs) of the Community Charter.
- 7.2 The Owner of a Dangerous Dog shall secure the Dog by a collar and Leash that is a maximum length of one (1) metre and of adequate strength to restrain the Dog.
- 7.3 The owner of a Dangerous Dog shall keep the Dog effectively Muzzled at all times when not on the Owner's property to prevent the Dog from biting another Dog, Animal or person.
- 7.4 The Owner of a Dangerous Dog shall ensure that the leash referred in Section 7.2 is held by a person that is physically and mentally capable of keeping the Dog Under Control.
- 7.5 When on the Owner's property, and not securely confined indoors, the Owner shall keep the Dangerous Dog securely confined in an Enclosure, placed in a location other than the front yard on the Owner's property and located such that there is a minimum of 3 meters between the Enclosure and the property line.

- 7.6 The Owner of a Dangerous Dog shall ensure that it does not enter into any park or sandy beach / swimming area located within a park at any time.
- 7.7 The Owner of a Dangerous Dog shall ensure that the Dog is not within 300 metres of a Dog Park, at any time.
- 7.8 The Owner of a Dangerous Dog shall permit the Dog to be micro chipped and pay for all associated costs prior to release of the Dangerous Dog.
- 7.9 The Owner of a Dangerous Dog shall:
- (a) carry liability insurance in the amount of (\$1,000,000) dollars, over the premises where the Dangerous Dog is kept; and
 - (b) provide proof of compliance with Section 7.9.(a) to the Dog Control Officer prior to the release of the Dangerous Dog.

8.0 MISCELLANEOUS:

- 8.1 An Owner, when accompanied by a Dog on any Public Land, shall have in their possession a suitable means of facilitating the removal of the Dog feces.
- 8.2 An Owner shall provide proof of compliance with section 8.1 when requested by a Dog Control Officer.
- 8.3 An Owner shall promptly remove and dispose of their Dog feces deposited on Public Land and property other than property owned by the Dog Owner.
- 8.4 An Owner shall not permit Dog feces to accumulate on the Owner's property to the degree that the odour is noticeable on a neighbouring property.
- 8.5 An Owner shall not confine an unattended Dog in an enclosed space, including a motor vehicle, without adequate ventilation and that the weather conditions are not suitable for the confinement and as a result thereof puts the Animal's well-being and safety at risk.

9.0 ADMINISTRATION AND ENFORCEMENT:

- 9.1 The Dog Control Officer is hereby authorized to enter, at all reasonable times, upon any property in the Regional District subject to the regulations of this bylaw, in order to ascertain whether such regulations are being obeyed.
- 9.2 No person shall prevent or obstruct, or attempt to prevent or obstruct, the Dog Control Officer from the exercise or performance of his or her powers, duties or functions under this bylaw.

- 9.3 Each day's continuance of an offence under this bylaw constitutes a new and distinct offence.
- 9.4 If any section, subsection, sentence, clause or phrase of this Bylaw is, for any reason, held to be invalid by decision of any court of competent jurisdiction, the invalid portion must be severed and the decision that it is invalid will not affect the validity of the remaining portions of this Bylaw.
- 9.5 Any person who violated any provision of this bylaw commits an offence and is liable to a fine not exceeding \$10,000.00 and cost of the prosecution.

10.0 REPEAL:

- 10.1 Bylaw No. 1838, 2007 is hereby repealed.

READ A FIRST, SECOND, AND THIRD TIME this ____ day of _____, 20__.

ADOPTED this ____ day of _____, 20__.

RDOS Chair

Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: October 19, 2017

RE: Animal Control Bylaw 2763, 2017 – Adoption

Administrative Recommendation:

THAT the Animal Control Bylaw No. 2763, 2017, be read a first, second and third time, and be adopted.

Purpose:

The purpose of this bylaw is to remove sections pertaining to horses, cattle, pigs, sheep, goats and rabbits from the three *current* Animal Control Bylaws. These specific livestock and small animal restrictions currently do and will only apply to Electoral Areas “B” and “G” as they are the only areas paying into this service.

Reference:

Part 9, Division 5, of the *Local Government Act [RSBC 2015] Chapter 1*

Business Plan Objective:

To provide governance and oversight in a representative democracy by encouraging electoral areas to work together for consistency purposes and liability issues.

Background:

The intent to draft a specific Dog Control Bylaw was introduced to the Planning and Development Committee on February 11, 2016. Discussion at this meeting ensued with concerns being raised about removing RDOS’s ability to regulate livestock on a property where there are no land use regulations and the ability to restrict them from being at large. Administration was directed to prepare an Animal Control Bylaw to address these concerns in Electoral Areas “B” and “G” and present it to the Board for further discussion.

This Animal Control Bylaw has been on hold until concerns with the Service Establishment Bylaws and review by Recreation Commissions relating to the proposed Dog Control Bylaw had been addressed. Since the Dog Control Bylaw is being brought forward for adoption, the Animal Control Bylaw is also being brought forward to the RDOS Board in the hopes that it can be approved, adopted and implemented.

Analysis:

Administration favors the separation of dog control from control of other animals in two separate bylaws for clarity, financial accountability and ease of enforcement.

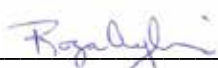
Alternative Recommendations:

1. THAT the Board of Directors not adopt the Animal Control Bylaw No. 2763, 2017;
2. THAT the Board of Directors refer the Animal Control Bylaw No. 2763, 2017 to the Planning and Development Committee for further discussion;
3. THAT the Board of Directors direct that the Animal Control Bylaw No. 2763, 2017 be amended to include the following revisions and brought back to the RDOS Board for adoption:
 - a)

Communication Strategy:

- Media release (Western News, Similkameen Spotlight)
- Online News (Castanet, InfoNet)
- New Animal Control pamphlet will be created
- RDOS website

Respectfully submitted:



R. Aylwin, Bylaw Enforcement Coordinator



Endorsed By: Brad Dollevoet,
Development Services Officer

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BYLAW NO. 2763, 2017

A regulatory bylaw to regulate animals within Electoral Areas "B" and "G" of the Regional District of Okanagan-Similkameen.

WHEREAS the Regional Board may, pursuant to the *Local Government Act*, enact a bylaw regulating the keeping of livestock and other small animals and restrict them from running at large; and

WHEREAS the Regional District has adopted Regional District of Okanagan-Similkameen Animal Control Service Establishment Bylaw No. 2774 to establish a service for the control of animals in Electoral Areas "B" and "G";

THEREFORE BE IT RESOLVED that the Board of the Regional District of Okanagan-Similkameen in open meeting enacts as follows:

1.0 CITATION:

This Bylaw shall be cited as the Regional District of Okanagan-Similkameen Animal Control Regulatory Bylaw No. 2763, 2017.

2.0 DEFINITIONS:

Animal includes horses, cattle, pigs, sheep, goats, rabbits and excludes the human species and wildlife as defined in the *Wildlife Act*.

Animal Control Officer means a person appointed by the Board as an Animal Control Officer, Dog Control Officer or Bylaw Enforcement Officer and includes a Peace Officer, an employee, servant, agent, or contractor of the Regional District.

At Large means:

- (a) on property other than the owner's; or
- (b) in a public place; or
- (c) on range land without a grazing licence or other written permission from the authority having jurisdiction; or
- (d) on any other unfenced land without being securely tethered or confined on the property to prevent the animal from entering onto public land.

Board means the Board of the Regional District of Okanagan-Similkameen.

Fees and Charges Bylaw means the current Regional District of Okanagan-Similkameen Fees and Charges Bylaw as amended from time to time.

Nuisance Animal means an animal, or animals under the same ownership, that has been found at large more than three times within the previous 12 month period.

Owner means any person who owns, has in their custody, harbours, shelters or permits an Animal to remain on or about his/her land, property or premises.

Public Land means any highway, road, lane, street, boulevard, crescent, walkway, trail, greenbelt, park, playground, or other public place that is under ownership or lease by Provincial, Federal or Local Government(s).

Regional District means the Regional District of Okanagan-Similkameen and may be referred to as the Regional District in the context of this bylaw.

3.0 GENERAL REGULATIONS:

- 3.1 No person shall keep the following on any property less than 0.5 hectares (1.2 acres) in area:
 - (a) Any horse(s);
 - (b) Any cattle;
 - (c) Any pig(s)
 - (d) Any sheep;
 - (e) Any goat(s)
 - (f) More than ten (10) rabbits.
- 3.2 If the following animals exceed 15 animals per hectare (2.5 acres) on any parcel, or group of contiguous parcels of land, which make up a farming operation, all animals must be set back 30 meters from all property lines, and watercourses or domestic wells:
 - (a) Any horses;
 - (b) Any cattle;
 - (c) Any pigs;
 - (d) Any sheep.
- 3.3 An owner shall not permit any animal to be at large.

4.0 ADMINISTRATION AND ENFORCEMENT:

- 4.1 The Animal Control Officer is hereby authorized to enter, at all reasonable times, upon any property in the Regional District subject to the regulations of this bylaw, in order to ascertain whether such regulations are being obeyed.
- 4.2 No person shall prevent or obstruct, or attempt to prevent or obstruct, the Animal Control Officer from the exercise or performance of his or her powers, duties or functions under this bylaw.
- 4.3 Each day's continuance of an offence under this bylaw constitutes a new and distinct offence.
- 4.4 If any section, subsection, sentence, clause or phrase of this Bylaw is, for any reason, held to be invalid by decision of any court of competent jurisdiction, the invalid portion must be severed and the decision that it is invalid will not affect the validity of the remaining portions of this Bylaw.
- 4.5 Any person who violated any provision of this bylaw commits an offence and is liable to a fine not exceeding \$10,000.00 and cost of the prosecution.

5.0 REPEAL:

- 5.1 Bylaw No 1991, 2000 and Bylaw No. 1992, 2000, are hereby repealed.

READ A FIRST, SECOND, AND THIRD TIME this ____ day of _____, 20__.

ADOPTED this _____ day of _____, 20__.

RDOS Chair

Corporate Officer



Okanagan Basin
WATER BOARD

BOARD REPORT: October 5, 2017

1450 KLO Road, Kelowna, BC V1W 3Z4
P 250.469.6271 F 250.762.7011
www.obwb.ca

OBWB Directors

Tracy Gray - Chair,
Regional District of Central
Okanagan

**Juliette Cunningham - Vice-
Chair,** Regional District of
North Okanagan

Doug Dirk, Regional District of
North Okanagan

Rick Fairbairn, Regional
District of North Okanagan

Doug Findlater, Regional
District of Central Okanagan

Cindy Fortin, Regional District
of Central Okanagan

Ron Hovanes, Regional
District of Okanagan-
Similkameen

Sue McKortoff, Regional
District of Okanagan-
Similkameen

Peter Waterman, Regional
District of Okanagan-
Similkameen

Lisa Wilson, Okanagan Nation
Alliance

Toby Pike, Water Supply
Association of B.C.

Brian Guy, Okanagan Water
Stewardship Council

**The next regular meeting of the
OBWB will be 10 a.m.
November 7, 2017 at the
Regional District of Central
Okanagan in Kelowna.**

Okanagan Basin Water Board Meeting Highlights

Greater Vernon Water enhancing communications with agricultural customers:

Jennifer Miles, Water Sustainability Coordinator for RDNO—Greater Vernon Water, gave an overview of the utility's agricultural water program. The utility is working with the Water Board and the B.C. Climate Action Initiative to pilot a mass notification system that enables them to send water supply updates instantly by email, text, and voicemail. The notification system will be particularly useful in communicating with producers early and often in drought years. GVW also offers AgConnect, an online resource that provides information on water allocation and monthly use for agricultural customers.

Water Board directors meet with B.C. Minister of Environment: The importance of preventing an infestation of invasive mussels into B.C. waters was the focus of meetings between Water Board directors and Minister George Heyman at the recent Union of BC Municipalities conference. The Minister was very receptive, and requested a detailed and prioritized list of prioritized recommendations.

Board of Control holding public meeting and premier of The River Film: The International Osoyoos Lake Board of Control will hold their annual public meeting on October 17 at the Sonora Centre in Osoyoos. At the meeting, there will be a special screening of The River Film, a documentary about the trans-boundary challenges of managing Osoyoos Lake, and the uses and needs of residents and ecosystems along the lake and the Okanagan River. A second red-carpet screening is planned for October 25 at the Oliver Theatre. Register for your free ticket at <https://a-river-film.eventbrite.ca/>.

Make Water Work wraps up, announces winners: The OBWB's Okanagan WaterWise program has wrapped up its [Make Water Work](http://www.OkWaterWise.ca) outdoor residential water conservation campaign. The initiative, delivered in partnership with local utilities throughout the valley, encourages residents to Take the Challenge and pledge to Make Water Work more effectively and efficiently and be entered to win a \$6,000 WaterWise yard upgrade. This year's winner is Laurie Weisgarber of Kelowna. The community with the most pledges collected per capita is also recognized. This year, the City of Armstrong was named "Make Water Work 2017 Champions." Find tips to protect our water year-round at www.OkWaterWise.ca.

Climate change front-and-centre at the Water Board's annual public meeting:

The OBWB hosted its annual public meeting on September 8. The theme was "Weathering Extremes" in reference to the floods, fires, and droughts we've been increasingly experiencing in the Okanagan. The Pembina Institute's Maximillian Kniewasser talked about the state of climate action in B.C. and opportunities for growing the clean energy sector. Shaun Reimer, the provincial ministry person who operates the Okanagan Lake dam system, spoke about how this year's historic flooding resulted from a combination of late snowpack and record-breaking rainfall.

For more information, please visit: www.OBWB.ca