

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, December 07, 2017 RDOS Boardroom – 101 Martin Street, Penticton

SCHEDULE OF MEETINGS

9:00 am	-	9:15 am	Public Hearings:
			Repeal and Re-enactment of the Electoral Area "G" Zoning Bylaw [Page 2]
			Amendment Bylaw No. 2773, 2017, Retaining Walls and Building Height Review - Electoral Areas "A", "C", "D", "E", "F", & "H" [Page 3]
			Amendment Bylaw No. 2777, 2017 – Update of Dominion Radio Astrophysical Observatory (DRAO) Policies, Regulations and Mapping - Electoral Areas "C" & "D-1" [Page 4]
9:15 am	-	10:15 am	Community Services Committee [Page 5]
10:15 am	-	12:15 pm	Corporate Services Committee [Page 21]
12:15 pm	-	12:45 pm	Lunch
12:45 pm	-	1:15 pm	Protective Services Committee [Page 57]
1:15 pm	-	2:45 pm	Environment and Infrastructure Committee [Page 94]
2:45 pm	-	4:30 pm	RDOS Board [Page 167]

"Karla Kozakevich"

Karla Kozakevich RDOS Board Chair

Advance Notice of Meetings:							
December 08, 2017	Budget Meeting						
December 14, 2017	Budget Meeting (if required)						
December 21, 2017	RDOS Board/OSRHD Board/Committee Meetings - CANCELLED						
January 04, 2018	RDOS Board/Committee Meetings						
January 18, 2018	RDOS Board/OSRHD Board/Committee Meetings						



Date:	Thursday, December 7, 2017
Time:	9:00 A.M.
Location:	RDOS, Board Room, 101 Martin Street, Penticton

PURPOSE: The intent behind the repeal and re-enactment of the Electoral Area "G" Zoning Bylaw is in order to modernize the bylaw and improve its accessibility for the general public by facilitating ease of use and to ensure that the policies, guidelines, and regulations reflect the current policies and objectives of the Regional District Board. The bylaw that will be considered at the Public Hearing will be the Electoral Area "G" Zoning Bylaw No. 2781, 2017.

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

 $(Departments \rightarrow Development Services \rightarrow Planning \rightarrow Strategic Projects \rightarrow Electoral Area "G" Zoning Bylaw Update)$

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: <u>Public Hearing — Bylaw No. 2781, 2017, c/o Regional District of Okanagan-Similkameen at 101 Martin Street, Penticton, BC, V2A 5J9</u>. 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



NOTICE OF PUBLIC HEARING Amendment Bylaw No. 2773, 2017 Electoral Areas "A", "C", "D", "E", "F" & "H" Retaining Walls and Building Height Review

Date:Thursday, December 7, 2017Time:9:00 a.m.Location:101 Martin Street, Penticton, BC (RDOS Boardroom)

PURPOSE: Amendment Bylaw No. 2773, 2017, proposes to undertake the following amendments to the Electoral Area Zoning Bylaws:

- introduce consistent definitions related to "crawl space", "development", "first storey", "grade, finished", "height", "panhandle", "parcel", "parcel area, useable", "parcel coverage", "retaining wall" and "structure";
- introduce consistent regulations related to "Projections", "Fence Heights", and "Retaining Walls";
- update Section 3.0 (Administration), Section 5.0 (Creation of Zones) and Section 6.0 (Subdivision Regulations) so that they are consistent across Electoral Areas; and
- revise the maximum height for each zone in Electoral Area "F" to reflect the proposed changes to the calculation of height, as well as reducing the setbacks for accessory structures in the Small Holdings Five (SH5) Zone.

These amendments are to be applied to the Electoral Area "A" Zoning Bylaw No. 2451, 2008, Electoral Area "C" Zoning Bylaw No. 2453, 2008, Electoral Area "D-2" Zoning Bylaw No. 2455, 2008, Electoral Area "D-1" Zoning Bylaw No. 2457, 2008, Electoral Area "E" Zoning Bylaw No. 2459, 2008, Electoral Area "F" Zoning Bylaw No. 2462, 2008 and Electoral Area "H" Zoning Bylaw No. 2498, 2012.

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: <u>www.rdos.bc.ca</u> (Departments \rightarrow Development Services \rightarrow Planning \rightarrow Strategic Projects \rightarrow Retaining Wall and Building Height)

Anyone who considers themselves affected by the proposed bylaw amendments can present written information or speak at the public hearing. All correspondence for the public hearing to be addressed to: <u>Public Hearing Bylaw No. 2773, 2017, c/o Regional District of Okanagan-Similkameen</u>. 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 Manager of Development Services Bill Newell Chief Administrative Officer



NOTICE OF PUBLIC HEARING

Amendment Bylaw No. 2777, 2017 Electoral Areas "C" and "D-1" Update of DRAO Policies, Regulations and Mapping

Date:	Thursday, December 7, 2017
Time:	9:00 a.m.
Location:	101 Martin Street, Penticton, BC (RDOS Boardroom)

PURPOSE: Amendment Bylaw No. 2777, 2017, is proposing to amend the Electoral Area "C" Official Community Plan (OCP) Bylaw No. 2452, 2008, and Zoning Bylaw No. 2453, 2008 and the Electoral Area "D-1" OCP Bylaw No. 2683, 2016, and Zoning Bylaw No. 2457, 2008, as they relate to the Dominion Radio Astrophysical Observatory (DRAO) in order to ensure consistency of objectives, policies, regulations and mapping across those areas to which DRAOs Radio Frequency Interference (RFI) Area applies. This includes:

- replacing the current "High Risk Electromagnetic Interference Area" mapping with new "Radio Frequency Interference Area" mapping;
- updating the regulations related to the interference area (i.e. removing zoning restrictions on the use of fluorescent lights, lamp dimmers, shortwave radios or microwaves in dwellings, and requirement for DRAO authorization prior to issuance of a building permit).
- amending the minimum parcel size requirement for subdivision in the interference area from 20.0 ha to 60.0 ha;
- amending the number accessory residential dwellings permitted in the interference area (where allowed by zoning) to one (1); and
- removing the repair of small engines, and repair or assembly of electronic devices or components with a potential for RFI as permitted "home industry" and "home occupation" uses in the interference 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: <u>www.rdos.bc.ca</u> (Departments \rightarrow Development Services \rightarrow Planning \rightarrow Strategic Projects \rightarrow Update of DRAO Policies, Regulations & Mapping)

Anyone who considers themselves affected by the proposed bylaw amendments can present written information or speak at the public hearing. All correspondence for the public hearing to be addressed to: <u>Public Hearing Bylaw No. 2777, 2017, c/o Regional District of Okanagan-Similkameen</u>. 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 Manager of Development Services Bill Newell Chief Administrative Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Community Services Committee Thursday, December 07, 2017 9:15 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA RECOMMENDATION 1

THAT the Agenda for the Community Services Committee Meeting of December 07, 2017 be adopted.

B. DELEGATION

- 1. Daniel Pizarro Senior Regional Transit Manager, BC Transit
- 2. Rob Williams Senior Regional Transit Manager, BC Transit
 - a. Presentation

Mr. Pizarro and Mr. Williams will address the Board to present the 2016/17 Annual Performance Summaries for the Okanagan-Similkameen and the South Okanagan Transit Systems, and to report on key initiatives for 2018.

C. FPINNOVATIONS / FIREMASTER RURAL DIVIDEND INITIATIVE APPLICATION

- 1. Tim Caldecott BC Provincial Leader, FPInnovations
- 2. Paul Patton General Manager, SBC Firemaster Ltd.
 - a. Rural Dividend Initiative Proposal

To promote job creation in Princeton/ Electoral Area "H" by submitting a program application to the Rural Dividend Initiative for an innovative pilot project.

RECOMMENDATION 2

- 1. THAT the Regional District partner with FPInnovations/FireMaster to develop a pilot program to develop a new process for processing firewood; and,
- 2. THAT, if in favour, the Committee forward a recommendation to the Board December 7th for consideration due to the December 15th application deadline.

D. GREYHOUND

To discuss Greyhound's presentation and their requests for support from the November 23, 2017 Legislative Workshop.



Okanagan-Similkameen & South Okanagan Transit Annual Performance Summary

Presented to RDOS Board on December 7, 2017



Annual Performance Summary (APS)

- Provides a snapshot of transit investment and performance within your community as compared to previous year and to budget
- Enables discussions to prioritize future funding requirements & achieve strategy alignment with partners



Okanagan-Similkameen Transit 16-17



Overall System Scope:

- 3,000 service hours annually
- 19,000 passenger trips per year
- Naramata (10) & OK Falls (#20 & #21)

Operations:

- Berry and Smith
- 2 buses in service during weekdays
- 5 return trips per weekday day

Implemented Initiatives

Integration and Fare change





OKS 16/17 Service Outcomes

- **Ridership** increased 42% YoY & trips per capita increased 41%
- **Revenue** has seen a 10% year-on-year increase
- Op Cost per service hour remained stable
- Op Cost per passenger trip decreased 30%.
- Net Muni costs remained stable & 4% under budget due to savings in fuel and maintenance
- **Cost recovery** increased 11%
- Excellent **return on investment** for the expansion hours implemented in 14/15.



South Okanagan Transit 16-17

Overall System Scope:

- 2,000 service hours annually
- 7,000 passenger trips per year
- #40 Osoyoos to Penticton via Oliver
- #41 Osoyoos local

Operations:

- South Okanagan Transit Society
- 1 return trip to Kel per Mon
- 2 return trips to Pen per Tue Fri

Implemented Initiatives

- Integration and Fare change
- Friday Expansion service 5 days/week







16/17 Service Outcomes

- **Ridership** increased 11%
- **Revenue** has seen a 9% year-on-year increase
- Total costs 5% under budget & Operating costs per passenger trip decreased 9%
- **Cost recovery** increased 8%





Future Considerations

Request for Proposal for RDOS Transit Services Nov - Jan 2018

Service Expansions

- 18/19 Increase Spare Ratio (1 bus)
- 19/20 & 20/21 Penticton to Kelowna service expansions (4 trips per weekday)
- 19/20 Westbench new service expansion
- 19/20 Osoyoos to Penticton (4 trips p/day M-F)

Marketing Plan

 Local and regional long term promotional activities





Thank you!

Daniel Pizarro Senior Regional Transit Manager BC Transit





ADMINISTRATIVE REPORT

TO: Community Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: FPInnovations/ Firemaster Rural Dividend Initiative Application

Administrative Recommendation:

- 1. THAT the Regional District partner with FPInnovations/FireMaster to develop a pilot program to develop a new process for processing firewood; and,
- 2. THAT, if in favour, the Committee forward a recommendation to the Board December 7th for consideration due to the December 15th application deadline.

Purpose:

To promote job creation in Princeton/ Electoral Area H by submitting a program application to the Rural Dividend Initiative for an innovative pilot project.

Reference:

- Project detail
- RDOS Letter of Support
- Rural Dividend Initiative eligibility requirements

Background:

FPInnovations is a not-for-profit world leader that specializes in the creation of innovative scientific solutions in support of the Canadian forest sector's global competitiveness and responds to the priority needs of its industry members and government partners. It performs state-of-the-art research, develops advanced technologies, and delivers innovative solutions to complex problems for every area of the sector's value chain, from forest operations to consumer and industrial products.

SBC Firemaster has been the leader in North American firewood and wood products since 1982, delivering the highest quality firewood across the continent. Products are 100% all-natural and chemical-free, and we are dedicated to the environment and intelligent forestry practices. Firemaster has a production in Electoral Area H, just outside Princeton.

FPInnovations and Firemaster have partnered to create a new technology for processing firewood and are interested in submitting an application for the December 15th tranche of the Rural Divident Initiative.



Alternatives:

- 1. Deny the request
- 2. Support the request

Analysis:

The program details would seem to fit the eligibility criteria for the Rural Dividend Initiative and with Firemaster located in the Regional District, it would require our support. The Regional District did write a letter of support for this program this past May for an earlier tranche, but it would seem omost appropriate for the local government to submit the application, not the consortium of FPInnovations and Firemaster.

The Regional District is not expected contribute financially, but would provide our support.

Rural Dividend Initiative Proposal

Application Deadline 15 December 2017

- Project Details:
- Project Title: Development and Implementation of Novel Firewood Processing Technology
- Provide a brief project description:
 - FireMaster is an industry leading firewood producer seeking to increase production and lead the North American market in the supply of renewable, biomass energy. In order to achieve this goal, FireMaster and FPInnovations are partnering to develop and deploy novel firewood processing technology and totally reinvent the way firewood is processed using BC underutilized wood. The novel process for producing value-added firewood has the potential to be replicated in several municipalities across BC and derive additional value from the local forest resources while adding employment.
- Describe the community need that the project is addressing. Demonstrate the degree of community need. Include any need tied to loss or reduction in the community's key economic drivers:
 - Princeton is a small community in south western BC with a population of just under 3000. Electoral Area H of the Regional District of Okanagan Similkameen encompasses Princeton and the surrounding area. Firemaster is currently a significant employer in Princeton and Area H, along with one of its suppliers, Weyerhaeuser. The community is resource dependent, but offers attractive opportunities for the local entrepreneurs prepared to take the risks that support employment in the community.
- Describe how the project supports the community/communities increased resiliency, and increases the community/communities strength. Include the breadth of the project's impact across the community or multiple communities:
 - The economy of Princeton and the surrounding Area is resource-driven, which presents strong potential for sustained employment provided the resource dependency is diversified. Firemaster represents a diversified forest industry in the community, having partnered with the sustainable sawmill operation to add value to the residual logs and provide products for the bioenergy markets. Mountain pine beetle will reduce the Allowable Annual Cut (AAC) timber volumes across BC for the next several decades, but provides opportunities for non-traditional forest products to flourish with less than sawlog quality timber. The novel firewood processing technology proposed here can be tested in Princeton and applied in several other communities across BC where non-sawlog forest resources are plentiful.
- Describe how the project supports innovation in the community to facilitate business, growth, economic development or diversification:
 - This project is focused on an innovative approach to firewood production from BC resources because no existing system is designed to adequately produce the desired product. All the engineering and fabrication would be done locally. Provided the

solution is viable, the local fabrication of the system would be salable across Canada and North America as part of a business development program by the commercial partnership.

Describe how the project creates shared prosperity or further develops partnerships within communities, between communities and/or between First Nations and non-First Nations communities:

- A number of communities have issues with harvest residues and are seeking opportunities to generate employment and business opportunities from the forest resources. Provided the developed system is successful, the proponents plan to expand production to other communities in BC to solidify their leadership in the marketplace and diversity their product offerings.
- Will the project create jobs? (Yes/No)
- If yes: Provide below anticipated employment numbers created by the project. Enter each potential job only once:
 - o Direct full time jobs: 10
 - o Direct part time jobs: 0
 - o Direct temporary/seasonal jobs: 10
- Describe in detail the above positions and how the project helps create employment:
 - Full time employment will be generated as full-time operators of the firewood processing operation.
 - Seasonal jobs related to the collection and processing of biomass during peak demand times.
- Describe potential indirect employment created as a result of this project (during and after the project):
 - Indirect employment from the forest sector is estimated to be 2.5 times the number of direct jobs when using the Council of Forest Industries multipliers.
- Does the project increase or provide economic opportunities for youth? (Yes/No)
 - $\circ\;$ If yes: Describe in detail the impact of the project on youth:
 - Due to the demographics of forest sector workers retiring, the conference board of Canada estimates a strong demand for new employees through 2018. In the forest sector as a whole, 75% of employees are over the age of 45, and 14,000 new employees will be needed by 2018 to replace retired workers and support new economic development. Anecdotal evidence suggests younger generations are intrigued by the sustainability and renewable sectors – this work supports both low-carbon bioenergy and innovative processing.
- Describe the successful outcome(s) for the project:
 - Successful outcomes for the project include:
 - Design, development and installation of a demonstration firewood processing system in rural Princeton capable of doubling current production.
 - **§** Investment up to \$125,000 in demonstration processing equipment

- For each "outcome": What measurable indicator(s) will determine that you have been successful in achieving the above-described outcome?
 - Firemaster invests in a full-scale production system
 - **§** A prototype system is installed to prove the concept and be scalable to achieve the production targets.
 - **§** Capital equipment purchased
- Does the community/communities in which the project will be implemented have a current community and/or economic development plan? (Yes/No)
 - If yes: Please note the section(s) in the plan which relate directly to the project and describe how the project supports the plan(s):
 - **§** The Regional District of Okanagan Similkameen includes economic policies within the Area H Official Community Plan.
 - Princeton's Community Plan highlights Council's commitment " to investing in economic growth. Promoting a diversified economy will provide opportunities for a multitude of skilled workers and professionals in a variety of businesses and industries to reside and thrive within Princeton." Section 5.11.6 specifically states " Recognize the important function of institutional uses as economic generators within the community. Number 10 in the community plan is Economy, for which the guiding principle is " Council is committed to investing in economic growth. Promoting a diversified economy will provide opportunities for a multitude of skilled workers and professionals in a variety of businesses and industries to reside and thrive within Princeton". Section 10.3.1 specifically directs the council to "Explore opportunities for the Town to support economic growth through investments such as community improvements, local business support, external investments and joint marketing initiatives."
- Describe the existing community support for the project. Indicate how support has been demonstrated within the community/communities:
 - Firemaster and the community engaged with FPInnovations to partner on the development of the novel firewood processing system. In collaboration with FPInnovations, the project idea was formulated to support the economic goals and aspirations of Princeton.

Budget & Planning:

- Questions regarding the project cost, funding request and financial and in-kind contribution amounts should reflect the information on the applicant's completed budget template (found here).
 - What is the total project cost: \$500,000
 - What is the total funding request: \$300,000
 - What is total financial contribution from applicant and/or partners: \$150,000
 - What is the total in-kind contribution from applicant and/or partners: \$50,000

- Are other organizations providing funds or lending money regarding this project? (Yes/No) – No
- Indicate the estimated start and end dates of the project (maximum project duration is two years):
 - o Estimated start date: January 2018
 - o Estimated end date: August 2019
 - Full project duration (months): 20
- Is the project ready to commence immediately upon receipt of funding? (Yes/No) yes

Indicate the key milestones and dates leading to the completion of the project:

- Will project activities be ongoing after the estimated end date? (Yes/No) no
- Describe the resources and skills of the applicant to manage and complete the project, including project management experience and/or implementing similar projects:
 - Economic Development Person at Princeton long history of commitment to the prosperity and sustainability of the municipality of Princeton.
 - Firemaster a long-time economic contributor to the Princeton economy and the key industrial partner.
 - FPInnovations is a national not-for-profit research, development and innovation company that has many years of experience supporting forest sector economic development.
- Outline the role(s) of any project partners identified (Required for Partnership Projects):
 - Economic Development Officer Princeton
 - o Firemaster.
 - FPInnovations are the technical leads for fibre and technology and prototype development.
- Outline project risks to completion and describe risk mitigation measures to ensure project success:
 - Market conditions will determine the uptake of new products developed from the biomass ash resource.
 - Due to the novelty of the process, there is always the possibility the new system will not perform according to target.
 - Softwood Lumber Agreement expiry will influence the role of the commercial partner in the region.
- Will the project include physical infrastructure? (Yes/No) Yes
 - If yes: Please explain how the infrastructure will support economic development and diversification initiatives, in alignment with other community plans and priorities. If the program contribution is required to leverage other funding for infrastructure, please outline here:

- One goal of the project is the purchase of key capital equipment to support the demonstration processing system.
- o Who will own the infrastructure: Firemaster
- Who will be responsible for any ongoing associated costs (maintenance/operational) after project completion: Firemaster



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Corporate Services Committee Thursday, December 07, 2017 10:15 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA RECOMMENDATION 1

THAT the Agenda for the Corporate Services Committee Meeting of December 07, 2017 be adopted.

- B. 2018 CORPORATE ACTION PLAN A Discussion a. Plan
- C. 2017 BOARD SELF-EVALUATION
- D. 2017 PERCEPTION SURVEY RESULTS
- E. CAO DELEGATION BYLAW

F. FORTISBC RATE DESIGN APPLICATION – For Information Only

a. FortisBC 2017 Cost of Service and Rate Design Application – Notice of Filing Date

To discuss the information provided by Christopher Weafer, Owen Bird Law Corporation, and the regulatory process anticipated for the FortisBC Cost of Service Rate (COSA) and Design Application.

G. CIVIC READY MASS NOTIFICATION SYSTEM

H. ADJOURNMENT



ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: 2018 Corporate Business Plan – A Discussion Paper

Purpose:

To discuss issues that may impact the 2018 Busienss Plan or Budget prior to adoption.

Reference:

2018 Corporate Action Plan

Background:

The Board of Directors for the Regional District of Okanagan Similkameen has adopted a Strategic Planning Cycle and Process that has evolved over the years, but is now entrenched in the organizational culture.

The Board met on November 9th in workshop format to discuss plans for 2018 under the four Key Success Drivers. Administration has now consolidated the discussion into a Corporate Action Plan, including corporate objectives, performance indicators, office of primary interest and measurements.

Committee should review this draft, discuss issues that have yet to be addressed and determine if the document is in a form ready to go to the Board for adoption in January.

Analysis:

The RDOS follows a rigorous process in order to establish a solid plan to set the course for the organization over the next year. The Corporate Business Plan is aligned with Budget and Department Business Plans and is further tied into the Performance Management System. For 2018, being the last year of the this Board's four-year term, it also takes into account the available capacity in the organization and speculates on what we can accomplish prior to the end-of-term.

Issues that arose during the Board's discussion, but require further discussion before going into the 2018 Business Plan include:

- Skaha Estates WasteWater Collection System
- Authority to issue Business Licenses
- Lakeshore Zoning (docks)
- Establishing a flood plan, or a flood response service

Https://Portal.Rdos.Bc.Ca/Departments/Officeofthecao/Boardreports/2017/20171207/Corporateservices/B. 2018 Corporate Action
Plan Report.Docx
File No: Click here to enter
text.





2018 Corporate Action Plan

Dashboard

#	Objective	Status	Points Available	KSD Total	Page
1.1.1	By providing the Board with accurate, current financial information.				4
1.1.2	By being an effective local government				4
1.2.1	By implementing the 2018 joint occupational health and safety action plan				5
1.3.1	By implementing an Organizational Development Program				5
2.1.1	By promoting regional district facilities and services				6
2.1.2	By promoting citizen engagement				7
2.2.1	By continuously improving bylaws, policies and process within the organization				7
2.2.2	By conducting a Bylaw Enforcement Policy Review				7
3.1.1	By implementing the regional transit future plan				8
3.1.2	By implementing the regional fire service master plan				8
3.1.3	By establishing a Naramata Fire Service Satellite Fire Hall				9
3.1.4	By developing the Erris Volunteer Fire Department				9
3.1.5	By reviewing and updating the emergency management program				9
3.1.6	By implementing the Regional Trails Program				10
3.1.7	By implementing the 2018 phase of the parks program				10
3.1.8	By providing public recreational opportunities				11
3.2.1	By developing an Asset Management Plan				11
3.3.1	By completing the Electoral Area "F" Official Community Plan update				11



#	Objective	Status	Points	KSD	Page
			Available	Total	
3.3.2	By implementing the 2018 Phase of the Solid Waste Management Plan				12
3.3.3	By enhancing the Okanagan Falls Waste Water Treatment System				12
3.3.4	By enhancing Regional District Water System Delivery				13
3.3.5	By addressing recreational marijuana legalization				13
4.1.1	By executing the Strategic Planning and Enterprise Risk Management Programs				14
4.2.1	By assisting the Board to operate in an effective manner				14
4.3.1	By conducting a legislatively compliant General Local Election				14
		Total	100	100	

<u>Dashboard</u>



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

Action Plan Definitions:

CAO	= Chief Administrative Officer
MCS	= Manager of Community Services
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

<u>Status Colour Key:</u>
Q1 – Black
Q2 – Red
Q3 - Blue
Q4 - Green



2018 Corporate Action Plan

Corporate Action Plan Adopted by the Board on _____ Corporate Action Plan Reviewed at Corporate Services Committee _____ 2018 Business Plan Adopted by the Board of Directors on _____

KSD 1 HIGH PERFORMING ORGANIZATION

Goal 1.1 To Be an Effective, 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		Provide the Board with a Management Discussion and Analysis Report	MFS	Q1	•
1.1.1.2		Receipt of an unqualified independent audit for 2017	MFS	Q2	•
1.1.1.3		Successfully meet budget in 95% of established services	MFS	Q4	•
1.1.1.4		Identify "best case" Reserves with optimum levels for each and develop a plan to achieve them	MFS	Q2	•

#	Points	ACTION	WHO	WHEN	STATUS
1.1.2.1		Complete phase 2 (Water Facilities) of the Business Continuity Plan	MLS	Q4	•
1.1.2.2		Develop a Naming and Donation Policy for RDOS properties	MCS	Q1	•
1.1.2.3		Develop an e-communication plan	MLS	Q3	•

Goal 1.2	Goal 1.2 To Be a Healthy and Safe Organization							
Objective 1.2.1 By implementing the 2018 joint occupational health and safety action plan								
#	Points	ACTION	WHO	WHEN	STATUS			
1.2.1.1		Complete the 2018 phase of the Safe Work Procedures Plan	MHR	Q4	•			
1.2.1.2		Keep the RDOS injury rate below the average for our WorkSafeBC classification unit	MHR	Q3	•			
1.2.1.3		Establish and support a Fire Services OH&S Committee to meet Regulatory Requirements	MCS/ MHR	Q3				

Goal 1.3 To Cultivate a High Performing Organizational Culture							
Objective 1.3.1 By implementing an Organizational Development Program							
#	Points	ACTION	WHO	WHEN	STATUS		
1.3.1.1		Release the 2017 High Performance Organization Annual Report	CAO	Q1	•		
1.3.1.2		Conduct an Internal Organizational Review	CAO	Q2	•		
1.3.1.3		Organize All Staff Business Meeting	MHR	Q2	•		
1.3.1.4		Show improved results on the 2018 Perception Survey over 2017 Survey	MHR	Q4			

KSD 2		FOCUS ON THE CUSTOMER EXPERIENCE				
Goal 2.1	I	To Increase Public Awareness of RDOS Services	s of RDOS Services			
Objectiv	ve 2.1.1	By promoting regional district facilities and services	5			
#	Points	ACTION	WHO	WHEN	Status	
# 2.1.1.1	Points	ACTION Promote Local Government Awareness Week	WHO MLS	WHEN Q2	Status	

Goal 2.	1	To Increase Public Awareness of RDOS Services					
Objecti	ve: 2.1.2	By promoting citizen engagement	zen engagement				
#	Points	ACTION	WHO	WHEN	STATUS		
2.1.2.1		Develop a social media plan and present it to the Board for discussion	MLS	Q3			
2.1.2.2		Conduct a benchmarking program to determine public engagement best practices	CAO	Q3			
2.1.2.3		Investigate web-casting technology for Board meetings	MIS	Q3			

Goal 2.2	2 То	Meet Public Needs Through the Provision and enha	ncement	of Key Serv	vices
Objectiv	<i>ye</i> 2.2.1 By continuously improving bylaws, policy and process within the organization				organization
#	Points	ACTION	WHO	WHEN	Status
2.2.1.1		Transfer all irrigation district bylaws to RDOS format	MLS	Q3	•
2.2.1.2		Implement the actions identified in the 2017 Subdivision Referral Process Kaizen.	MHR	Q2	•
2.2.1.3		Implement the actions identified in the 2017 Building Permit Process Kaizen.	MHR	Q3	
2.2.1.4		By investigating the business case on having one engineering firm on retainer rather than going out for proposals	MPW	Q3	•

Objecti	ve: 2.2.2:	2: By conducting a Bylaw Enforcement Policy Review			
#	Points	ACTION	WHO	WHEN	
2.2.2.1		Review Best Practices for bylaw enforcement and compare to current RDOS procedures and policies	MDS	Q1	
2.2.2.2		Identify gaps and prepare revised procedures and policies for Board consideration	MDS	Q3	

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		Undertake a Transit Ridership Satisfaction Survey for future marketing and route planning	MCS	Q1	
3.1.1.2		Develop a transit marketing strategy based on survey results	MCS	Q3	•
3.1.1.3		Update the West Bench Transit Service Bylaw	MLS	Q2	•
3.1.1.4		Conduct a feasibility study into the establishment a Penticton – Kelowna Multi-Regional shared transit service	MCS	Q3	•

Objectiv	ve 3.1.2 -	By implementing the regional fire service master plan			
#	Points	ACTION	WHO	WHEN	Stat
3.1.2.1		By Developing a Firefighter Training Program for each Fire Dept. that meets Regulatory Requirements	MCS	Q3	•
3.1.2.2		By reviewing the records management software program and develop that includes all RDOS Fire Departments	MCS	Q2	•

Objectiv	ective 3.1.3: By establishing a Naramata Fire Service Satellite Fire Hall				
#	Points	ACTION	WHO	WHEN	STATUS
3.1.3.1		Acquire an appropriate site for the satellite fire hall	MCS	Q2	•
3.1.3.2		Finalize building site design and contract for construction	MCS	Q3	•

Objective 3.1.4		By developing the Erris Volunteer Fire Department					
#	Points	ACTION	WHO	WHEN	Status		
3.1.4.1		Complete a Fire Underwriter Feasibility Study	MCS	Q1	•		
3.1.4.2		Implement the Service Establishment process for the proposed Erris Fire Service Area	MLS	Q2	•		
3.1.4.3		Provide Erris Fire Department membership with RDOS orientation	MCS	Q3			

Objecti	ve 3.1.5	By reviewing and updating the emergency managed	By reviewing and updating the emergency management program		
#	Points	ACTION	WHO	WHEN	
3.1.5.1		Staff the Emergency Program Coordinator position	MCS	Q1	
3.1.5.2		Review and update the emergency program bylaw	MCS	Q1	
3.1.5.3		Review RDOS/Community partnership opportunities	MCS	Q2	
3.1.5.4		Develop an emergency response plan exercise program	MCS	Q2	
3.1.5.5		Develop a regional emergency response training program	MCS	Q2	
3.1.5.6		Establish a regular reporting framework to member municipalities and the Board of Directors	MCS	Q3	
3.1.5.7		Review and update the emergency response plan	MCS	Q3	

Objectiv	ve 3.1.6:	By implementing the regional trails program					
#	Points	ACTION	WHO	WHEN			
3.1.6.1		Assist the Province with a critical habitat inventory management plan for the KVR trail from Vaseux Lake to Osoyoos	MCS	Q3			
3.1.6.2		Obtain Provincial tenure for the KVR trail for Areas A, C and D	MCS	Q3			
3.1.6.3		Establish a partnership with OIB and PIB for the completion of the KVR trail	MCS	Q3			

Objecti	ve 3.1.7 -	By implementing the 2018 Phase of the Parks Pr	By implementing the 2018 Phase of the Parks Program		
#	Points	Points ACTION WH		WHEN	
3.1.7.1		Implement the service establishment process for an Electoral Area H parks service	MCS	Q2	
3.1.7.2		Undertake a complete parks and trails signage inventory and replacement process	MCS	Q1	
3.1.7.3		Develop an RDOS parks, facilities, trails and programs online GIS storybook	MCS	Q1	

0.0,000	ve 3.1.8:	By providing public recreational opportunities			
#	Points	ACTION	WHO	WHEN	STATUS
3.1.8.1		Carry out the 2018 Recreation Programs under the guidance of the Recreation Advisory Commissions	MCS	Q4	•
3.1.8.2		Introduce a recreation programming component to the Similkameen Recreation Commission service area	MCS	Q1	•
3.1.8.3		Implement a Regional approach to recreation via the Plan H Grant	MCS	Q4	•

Goal 3.2	Goal 3.2 To Develop an Economically Sustainable Region							
Objectiv	Objective: 3.2.1: By Developing an Asset Management Plan							
#	Points	ACTION	WHO	WHEN				
3.2.1.2		Development of Phase 3 or the Asset Management Plan	MPW	Q4				

	Goal 3.3 To Develop an Environmentally Sustainable Region Objective: 3.3.1: By completing the Electoral Area "F" Official Community Plan Update							
#	Points	ACTION	WHO	WHEN				
3.3.1.1		Complete a robust public engagement process	MDS	Q1				
3.3.1.2		Present the draft plan to the Board for review	MDS	Q3				
3.3.1.3		Present the final Plan for adoption	MDS	Q3				

#	Points	ACTION	Ю	WHEN	
3.3.2.1		Complete site assessment and acquisition for a regional organics facility	MPW	Q3	
3.3.2.2		Complete the leachate treatment project at CMLF	MPW	Q4	
3.3.2.3		Complete the Biocover pilot project at CMLF and submit a report and substituted requirements application to MoE for approval	MPW	Q4	
3.3.2.4		Implement the operations and closure plan for Keremeos Landfill	MPW	Q4	

Objecti	Objective: 3.3.3: By enhancing the Okanagan Falls Waste Water Treatment System						
#	Points	ACTION	WHO	WHEN			
3.3.3.1		Completing a Water Quality and Sediment Assessment on Vaseux Lake	MPW	Q3			
3.3.3.2		Complete the detailed design for the Wetland	MPW	Q1			
3.3.3.3		Tender the Wetland Project	MPW	Q2			
3.3.3.4		Commence Construction	MPW	Q4			

Page	13
------	----

#	Points	ACTION	WHO	WHEN	
3.3.4.1		Implement recommendations from the 2017 AGLG Water Audit	MPW	Q3	
3.3.4.2		Investigate water system acquisitions or development, including Missezula Lake, Tulameen and Sage Mesa	MPW	Q1	
3.3.4.3		Conclude the Cross Connection Control Bylaw	MPW	Q2	
3.3.4.4		Conclude the Regional Water Use Regulation and Conservation Bylaw	MPW	Q4	

Objecti	ve: 3.3.5:	By addressing recreational marijuana legalization			
#	Points	ACTION	WHO	WHEN	
3.3.5.1		Review legislation from Province and Federal, when released	MDS	Q2	
3.3.5.2		Complete review of Electoral Area Zoning Bylaws	MDS	Q2	
3.3.5.3		Prepare amendment bylaw, if required.	MDS	Q4	
Goal 4.1 To Execute a Well-Defined Strategic Planning Cycle

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

#	Points	ACTION	WHO	WHEN	STATUS
4.1.1.1		Development of the 2019 Corporate Business Plan	CAO	Q4	
4.1.1.2		Review and update the Enterprise Risk Management Register	CAO/ MIS	Quarterly	

Goal 4.2	2 То	Promote Board and Chair Effectiveness			
Objectiv	/e: 4.2.1:	By assisting the Board to operate in an effective	manner		
#	Points	ACTION	WHO	WHEN	
4.2.1.1		Plan and implement a Board orientation program for the 2018 – 2022 elected officials	MLS	Q4	

Objectiv	/e: 4.3.1:	By conducting a legislatively compliant General L	a legislatively compliant General Local Election			
#	Points	ACTION	WHO	WHEN		
4.3.1.1		Develop and present the 2018 election bylaws and process	MLS	Q1		
4.3.1.2		Conduct the 2018 election	MLS	Q3		

BYLAW 2793, 2017

A Bylaw of the Regional District of Okanagan Similkameen for the establishment of Officers and delegation of authority.

WHEREAS S. 234 of the Local Government Act provides that a board may, by bylaw, create the position of chief administrative officer;

AND WHEREAS S. 235 of the Local Government Act and other provincial statutes provide for certain duties, functions and powers of a chief administrative officer that are independent of the board;

AND WHEREAS S. 229 b) of the Local Government Act further provides that a board may delegate other powers, duties, and functions within local government jurisdiction to a chief administrative officer;

AND WHEREAS the Local Government Act provides that a Board may delegate its powers, duties and functions only by bylaw

NOW THEREFORE the Regional District of Okanagan Similkameen, duly assembled, enacts as follows:

PART | - PURPOSE AND TITLE

- 1.1 The purpose of this bylaw is to establish the position of the Chief Administrative Officer of the Regional District pursuant to the Local Government Act or any successor legislation and to confirm the power of delegation to the Chief Administrative Officer granted, inter alia, pursuant to the Local Government Act.
- 1.2 This bylaw shall be known as the 'Chief Administrative Officer Delegation Bylaw" or the "CAO Delegation Bylaw".

PART || - DEFINITIONS

- 2.1 **"Administration"** means the general operations of the Regional District, including all personnel, financial and other related resources, as permitted by the Local Government Act and any successor legislation.
- 2.2 **"Administrative Directive"** means procedures that are approved by the Chief Administrative Officer, focused on the internal workings of the Regional District and that primarily impact and address employees and contractors of the Regional District.
- 2.3 "**Board**" means the Board of Directors of the Regional District of Okanagan Similkameen.

- 2.4 **"CAO"** means the person appointed by the Board under Part 6, Division 8, S. 234 as, collectively, Chief Administrative Officer; S. 236 as Corporate Administration Officer; and, S. 237 as Financial Administration Officer for the Regional District of Okanagan Similkameen, or his designate.
- 2.5 "*Chair*" means the Director elected by the Board of Directors as the head and chief executive officer of the Regional District.
- 2.6 "*Contract*" means any agreement establishing legal rights and obligations between the Regional District and one or more other parties, whether or not involving receipt or payment of money, and includes an amendment to an agreement.
- 2.7 "*Emergency Program Act*" means RSBC 1996, Chapter 111 as amended from time to time.
- 2.8 "*Employee*" does not include the auditor or counsel engaged by the Board, or their employees.
- 2.9 **"Local Government Act"** means the *Local Government Act*, RSBC 2015, Chapter 1, as amended from time to time.
- 2.10 **"Policy"** means policies that are approved by the Board by bylaw or resolution to provide strategic direction on programs and services delivered by the Regional District and primarily impact and address residents of the Regional District; and, provide an official position on plans to govern the people of the Regional District and are within the Board's jurisdiction under legislation.
- 2.11 "Regional District" means the Regional District of Okanagan Similkameen.

PART III - CHIEF ADMINISTRATIVE OFFICER

- 3.1 The position of CAO is hereby established.
- 3.2 The Board shall, by resolution, appoint an individual to the position of CAO and establish the terms and conditions of the CAO's employment. If a vacancy occurs in the position the Board may, by resolution, appoint a person to be an interim CAO and in such case all the provisions of this bylaw that apply to the CAO apply equally to the interim CAO.
- 3.3 The Regional District will indemnify the CAO, provided that the CAO acts in the course and scope of his or her employment and acts in good faith to comply with an applicable resolution, bylaw, statute, regulation or enactment.
- 3.4 The remuneration and other terms of engagement of the CAO shall be set out in an agreement between the CAO and the Regional District that is satisfactory to the Board and not inconsistent with any provision of the Local Government Act or this bylaw, which the Chair shall execute on behalf of the Regional District.
- 3.5 The CAO shall have all the powers, duties and functions given to the CAO under the Local Government Act or any other statute. Without limiting the generality of the foregoing, the CAO is the principal link between Administration and the Board.

Operational Matters

The CAO or his designate shall:

- 3.6 Establish the organizational structure of the Regional District; including the merging, dividing and elimination of departments and establishing a managerial hierarchy.
- 3.7 Advise, inform and make recommendations to the Board about:
 - 3.7.1 the operations of the Regional District;
 - 3.7.2 the financial condition of the Regional District; and,
 - 3.7.3 Board Policies, procedures and programs as may be necessary or desirable to carry out the powers, duties and functions of the Regional District.
- 3.8 Direct, supervise and review the proposals of all departments of the Regional District prior to submission to the Board.
- 3.9 Appoint an employee of the Regional District as Acting CAO to act during absences of the CAO and to exercise all the powers, duties and functions of the CAO as required under the Local Government Act, this bylaw or any other Act.
- 3.10 Act as Coordinator of the Emergency Management Organization established under the Emergency Program Act, and shall be responsible to the Board for the overall management of the Emergency Response Plan.
- 3.11 Establish and implement all Administrative Directives, for all matters within the powers of the CAO.
- 3.12 Conduct audits, investigations and studies of the Administration, as deemed necessary, subject to the right of the Board to direct audits, investigations and studies.
- 3.13 Provide corporate leadership in ensuring that all Board Policies and programs of the Regional District are efficiently coordinated, are delivered in a responsive and effective manner and reflect the overall strategic priorities of the Regional District as defined by the Board.
- 3.14 Instruct legal counsel on any matters involving any potential legal and administrative proceedings involving the Regional District, and without limiting the foregoing
 - 3.14.1 provide legal services to the Board, committees and departments of the Regional District;
 - 3.14.2 appear in all legal and administrative proceedings including commencing, defending and intervening in them to define, enforce and defend the Regional District as may be required by the Board to protect its legal rights.
- 3.15 Sign Land Title documents to release obsolete charges from land titles.
- 3.16 Sign Land Title Office covenants under Section 219 and Statutory Rights of Way and easements under Section 218 of the Land Title Act.

- 3.17 Carry out inspections, remedies, enforcement or actions pursuant to the Local Government Ac*t*, where that Act or any other enactment or a bylaw authorizes or requires anything to be inspected, remedied, enforced or done by the Regional District.
- 3.18 Make determinations and issue orders pursuant to the Local Government Act or any other statute, enactment or bylaw which the Regional District is authorized to enforce, including without limitation, matters related to dangerous or unsightly property.
- 3.19 Approve parkland dedication requirements for subdivisions that do not create additional parcels.

Corporate Matters

The CAO or his designate shall:

- 3.20 Ensure that accurate minutes of the meetings of the Board and Board committees are prepared and that the minutes, bylaws and other records of the business of the Board and committees are maintained and kept safe.
- 3.21 Along with the person presiding at the meeting, sign all minutes of the Board and Board committee meetings.
- 3.22 Along with the Chair, sign all bylaws.
- 3.23 Keep the corporate seal and have it affixed to documents as required.
- 3.24 Accept service of all notices and documents on behalf of the Regional District that are permitted to be given to, served on, filed with or otherwise provided to the Board or Regional District.
- 3.25 Provide certified copies of bylaws, decisions and documents as required or requested.
- 3.26 Administer oaths and take affirmations, declarations and affidavits required to be taken under this or any other Act relating to regional districts.

Financial Matters

The CAO or his designate shall:

- 3.27 Along with the Chair or any other person authorized by the Board, sign cheques and other negotiable instruments.
- 3.28 Acting alone, sign all orders, contracts, agreements, documents and certificates that may be required pursuant to any agreement, contract bylaw, statute or enactment.
- 3.29 Authorize the CAO's signature and the signatures of any other employees to whom the Board or the CAO delegates signing authority, to be lithographed or otherwise reproduced.
- 3.30 Prepare and submit to the Board estimates of revenue and expenditures and capital programs annually, or as required by the Board.
- 3.31 Monitor and control expenditures within the budgets approved by the Board.

- 3.32 Advise the Board and make recommendations about the financial condition of the Regional District and the Policies and programs as may be necessary or desirable to carry out the powers, duties and functions of the Regional District.
- 3.33 Ensure that revenues of the Regional District are collected and controlled and receipts are issued in the manner directed by the Board.
- 3.34 Ensure all money belonging to or held by the Regional District is deposited in a bank, credit union or loan corporation.
- 3.35 Ensure the accounts for authorized expenditures referred to in the Local Government Act are paid.
- 3.36 Ensure accurate records and accounts are kept of the financial affairs of the Regional District, including items on which a Regional District's debt limit is based and the things included in the definition of debt for the Regional District.
- 3.37 Ensure that actual revenues and expenditures of the Regional District compared with the estimates in the budget approved by the Board are reported to the Board as often as the Board directs.
- 3.38 Ensure money invested by the Regional District is invested in accordance with the Local Government Act.
- 3.39 Open and close accounts that hold the Regional District's money
- 3.40 Pay any amounts which the Regional District is legally required to pay pursuant to an Order or Judgment of a Court, Board or other tribunal of competent jurisdiction relating to an action, claim or demand against the Regional District; and
- 3.41 Approve the settlement of all actions, claims or demands by or against the Regional District, including prejudgment interest and court costs up to a maximum of \$50,000.
- 3.42 Expend monies, in cases where a local state of emergency has been declared, that are not an approved budget and subsequently report to the Board on the implication of these expenditures.

Contracts and Agreements

The CAO or his designate shall:

- 3.43 If by bylaw or resolution the Board does or authorizes or directs to be done any act or thing that would otherwise be within the authority of the CAO, whether on the Board's own initiative or at the request of the CAO, then the CAO's authority in respect of that act or thing is limited in accordance with the language of the bylaw or resolution.
- 3.44 Every act or thing done by the CAO or by any person exercising any CAO power, duty or function under delegation from the CAO, must be done in compliance with the requirements of all applicable statutory and regulatory provisions, the common law and equity, and Board Policies, and in accordance with the provisions of any interprovincial or international trade agreement that is binding on the Regional District.
- 3.45 Approve, issue, sign, amend and cancel watercourse development permits.

- 3.46 Approve, issue, sign, amend and cancel environmentally sensitive development permits.
- 3.47 Amend and sign any development permit issued by the Board.
- 3.48 Approve, issue, sign, amend and cancel hillside/steep slope development permits.
- 3.49 Require security in relation to development permits approved by the CAO, to include requirements and conditions or set standards, to impose conditions respecting the sequence and timing of construction; and to authorize extensions of the time specified in a development permit within which construction must substantially start.
- 3.50 Retain the services of any individual or corporation for purposes related to the operations of the Regional District and enter into all agreements and contracts and complete all necessary documents required for the provision of such services, provided the expenditure does not exceed the amount approved by the Board in its annual budget or contradict the spending limits in the purchasing policy.
- 3.51 Approve and enter into agreements with and make payments or grants, or both, to persons, organizations or governments for the provision of services in the development or implementation of emergency plans or programs including mutual aid plans and programs.
- 3.52 Approve and enter into agreements with external agencies, including municipalities for the provision of goods and services in accordance with rates determined in the approved financial plan or adopted Fees and Charges bylaw.
- 3.53 Approve and enter into all agreements and contracts necessary to provide insurance coverage for the Regional District.
- 3.54 Approve parkland dedication requirements for subdivisions that do not create additional parcels.
- 3.55 Negotiate on behalf of the Regional District the terms and conditions of development agreements, subject to the conditions of the subdivision or development permit approval, with third parties desirous of developing lands within the Regional District, and execute such development agreements for and on behalf of the Regional District.
- 3.56 Negotiate and execute on behalf of the Regional District all encroachment, easement and right-of-way agreements whereby the Regional District grants to third parties an interest in Regional District lands by way of a right-of-way easement or encroachment right provided that the CAO shall not be authorized in conjunction with the power to authorize the expenditure of any Regional District funds to accommodate such right-of-way, easement or encroachment right. The CAO shall impose a charge in relation to the grant and administration of the right-of-way, easement or encroachment right and the CAO shall ensure that such administrative fee is collected from the third party benefiting from such right-of-way, easement or encroachment right prior to the execution of such Agreement.

- 3.57 Provided funds are included in an approved budget, negotiate and execute on behalf of the Regional District all encroachment, easement, licenses of occupation and right-of-way agreements whereby the Regional District obtains from a third party an interest in lands by way of an encroachment, easement, license of occupation or right-of-way.
- 3.58 Enter into all agreements, contracts and letters of requirement pursuant to the Works and Services Bylaw related to the development and subdivision of land within the Regional District pursuant to the planning provisions of the Local Government Act and complete any and all documents required for such a development or subdivision.
- 3.59 Approve and enter into all documents, consents, approvals, acknowledgments, and certificates required for or incidental to any agreement, contract, settlement, tender or investment.
- 3.60 Approve and enter into all agreements and contracts involving the lease of land and/or buildings at current fair market value where the Regional District is lessee or lessor, provided that the term shall not exceed five (5) years, exclusive of renewals.
- 3.61 Make application for and enter into provincial, federal and other grant funding agreements.

Legislative Matters

The CAO or his designate shall:

- 3.62 Attend all meetings of the Board and committees of the Board and meetings of such boards, authorities and other bodies as are required by the Board.
- 3.63 Prepare and submit to the Board such reports and recommendations as may be required by the Board or the Board committees.
- 3.64 Ensure the names of the Board present at the Board meetings and members of the Board committee meetings are recorded.

Personnel Matters

The CAO or his designate shall:

3.65 Supervise, evaluate, direct, hire, fire, discipline, demote, promote and transfer all employees of the Regional District.

PART IV-ACCOUNTABILITY

- 4.1 The CAO is accountable to the Board for the exercise of all powers, duties and functions.
- 4.2 The matters delegated to the CAO by this Bylaw are in addition to any other delegations made by the Board to the CAO and the CAO shall exercise and carry out such other powers, duties and functions as may be required by the Board, from time to time.

PART V- DELEGATION

- 5.1 The CAO is authorized to delegate and to authorize further delegations to any employee or their delegate, from time to time, of any of the CAO's powers, duties or functions.
- 5.2 Where an employee has been delegated any of the CAO's powers, duties, functions, pursuant to S. 5.1 the said employee shall have no authority to further delegate to another person any power, duty, or function that has been delegated.

PART VI - CONFLICT

- 6.1 The provisions of this bylaw shall prevail in any case where there is a conflict between this bylaw and any previous bylaw or resolution of the Board.
- 6.2 If any provision of this bylaw is declared invalid by a court, all other provisions remain valid.

PART VII - REPEAL OF BYLAWS

The following bylaws are hereby repealed:

- 7.1 Bylaw 2341, 2005, being a bylaw of the Regional District to delegate personnel responsibilities to the CAO.
- 7.2 Bylaw 2493, 2009, being a bylaw of the Regional District establishing the position of Chief Administrative Officer and the delegation of powers thereto, and all amendments thereto.
- 7.3 Bylaw No. 2509, 2010, being a bylaw of the Regional District for the delegation of Local Government Authority, and all amendments thereto.

READ A FIRST TIME this	day of
READ A SECOND TIME this	day of
READ A THIRD TIME this	day of
FINALLY ADOPTED this	day of

Chair

Corporate Officer



ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: FortisBC Rate Design Application – For Information Only

Purpose:

To discuss the information provided by Christopher Weafer, Owen Bird Law Corporation, and the regulatory process anticipated for the FortisBC Cost of Service Rate (COSA) and Design Application.

Reference:

Fortis BC – Notice of Filing Date

Background:

Christopher Weafer appeared before the Corporate Services Committee, in-camera, to discuss the anticipatory filing of FortisBC to the British Columbia Utilities Commission (BCUC) for a "Cost of Service and Rate Design" application.

Mr. Weafer described the likely regulatory process, timelines, issues, costs and partnership opportunities that may impact the RDOS intervention.

Analysis:

Fortis BC has advised that the application should be made on 22 December 2017 and it is likely the BCUC will issue a procedural order mid-January, which would then establish dates for intervention. While we have no certainty on what the application may contain, it would be possible for the BCUC to separate the COSA and the Rate Design applications, thereby establishing different processes.

We have had indication that the Provincial Government seems to be willing to get involved in both the Cost of Service and the Rate Design discussions and this adds value to the undertaking already underway to provide hardship stories caused by the Residential Conservation Rate (RCR).

Once the FortisBC Applicaton has been submitted, Mr. Weafer will advise on partnership opportunities with other intervenors and provide his assessment as to whether the objectives of the parties are similar. Until that time, the RDOS should focus on our advocacy for eliminating the RCR at the political level.



Diane Roy Vice President, Regulatory Affairs

Gas Regulatory Affairs Correspondence Email: gas.regulatory.affairs@fortisbc.com

Electric Regulatory Affairs Correspondence Email: <u>electricity.regulatory.affairs@fortisbc.com</u> FortisBC 16705 Fraser Highway Surrey, B.C. V4N 0E8 Tel: (604) 576-7349 Cell: (604) 908-2790 Fax: (604) 576-7074 Email: <u>diane.roy@fortisbc.com</u> www.fortisbc.com

November 28, 2017

British Columbia Utilities Commission Suite 410, 900 Howe Street Vancouver, BC V6Z 2N3

Attention: Mr. Patrick Wruck, Commission Secretary and Manager, Regulatory Support

Dear Mr. Wruck:

Re: FortisBC Inc. (FBC or the Company)

FBC 2017 Cost of Service and Rate Design Application – Notice of Filing Date

FBC writes to provide an update to the British Columbia Utilities Commission (the Commission) regarding the filing of the Company's 2017 Cost of Service Analysis and Rate Design Application (the Application).

This update is also provided in consideration of those potential interveners and interested parties that may have expectations regarding the filing of the Application based upon the Company's stated intention in this regard provided during public consultation.

While FBC is not under Commission order or direction to meet any specific filing date for the Application, as noted above, the Company has indicated both in public consultation and in a number of regulatory processes before the Commission in recent years that the Application would be filed on or before November 30, 2017.

The Company has endeavored to meet this self-imposed deadline and the Application is nearing readiness for submission; however, FBC requires an additional two to three weeks beyond the end of November 2017 to finalize. As such, the Company has now targeted December 22, 2017 as the filing date.

FBC understands through communication with Commission staff that this delay is unlikely to have much impact on the regulatory timetable for the Application given that the demands of the season and the regulatory calendar likely mean that the associated regulatory process would not have commenced until the New Year in any case.



If further information is required, please contact Corey Sinclair, Manager, Regulatory Affairs at 250-469-8038.

Sincerely,

FORTISBC INC.

Original signed:

Diane Roy

cc (email only): Public Consultation Participants



CIVICREADY® Mass Notification System

www.civicplus.com





An Overview

Communication with our citizens is essential in every aspect of local government.

CivicReady is a mass notifications system that can be used to communicate time-sensitive and routine information to citizens in the entire Regional District or to specific service areas quickly and effectively.

When a resident signs up for the notification system, administrators, who are designated staff members can use RDOS mapping or preestablished group folders to send these critical and routine messaging to citizens by neighbourhood, service area or region wide in the way that the citizen finds most convenient to them.



Signing Up

Citizens can sign-up on their mobile device or computer, subscribe to desired notification groups and select how they would like to be receive communications, either through text, email or by landline or cell phone.

They will be able to maintain their own account:

- updated address
- change passwords/retrieve forgotten passwords
- edit subscripted groups and communication settings

The software is compliant with Canadian Anti-Spam Legislation, and citizens have the **option to opt out** of the service at anytime

Examples of groups and sub-groups:

>Electoral Area "F"

>Emergency Notifications (Fire, Boil Water, Earthquake)

>Public Announcements (customized with projects, such as Area "F" OCP Review)

>Area "F" Parks and Rec News

>RDOS Budget Information



Unlimited Messaging

The software enables Administrators to send **unlimited** SMS texts, emails, and Text-to-speech or voice recorded messages for emergency and routine notifications at high rates of speed.

Messages can contain text, audio, video, attachments or links to social media and may be saved as templates and scheduled in advance to quickly release an alert when time is of the essence.



Emergency Notifications

Alert our citizens in the event of an emergency using:

• One-way notification:

EOC Communications – Bans, Alerts, Orders, Rescinds and Local State of Emergencies.

Geo-Targeted Notifications –an administrator can send messages to a specific area by using the embedded map and drawing a multi-point or freehand polygon or clicking on a central point and entering corresponding radial distance. The software will use the stored addresses and only send the communication to the residents within the desired area.

• Two-way notification:

CivicReady has the ability for administrators to give two-way communication access to certain groups (ie. staff member or service groups). This can be used to communicate with our service groups at the scene of a natural disaster and enable them to provide timely reporting or request additional personnel and resources.



Notifications

- Public Works
 - Construction Notices
 - Public Information Meetings
 - Irrigation Turn On Notices
 - Maintenance Notices
 - No Water Notices
 - Boil Water Notices
 - Water Restrictions
 - Warning of Detours and Road Closures
 - RFP's & RFQ's

Community Services

- Natural Disasters and Emergency Events Around the Regional District
- Transit Notifications

- Development Services
 - Public Hearings
 - OCP Meetings
 - APC Meetings
 - Bylaw Amendment Notifications

Legislative Services

- Business Continuity
- Town Halls & Open Houses
- Board Meeting Agendas and Minutes
- Local Government Awareness Week
- Information Releases
- Community Events
- Office Closures and Holiday Hours

All images and information referenced from *CivicReady Okangan-Similkmeen Proposal* by David May, CivicReady Regional Sales Manager, dated Oct. 18th, 2017



Tracking Our Success

CivicReady offers administrators detailed graphic and text reports for each message sent.

Reportable data includes activation status, call reports, delivered and undelivered messages, time sent, delivery method, sender ID and message identifier, as well as graphical analytics of email engagements.

From the dashboard, administrators are able to:

- Find posts by subject or date posted
- View scheduled posts
- Search for posts that were delivered to multiple groups
- Filter reports by method of delivery
- Download reports





Next Steps

- Timeline for Implementation
- Advertising and Awareness Campaign
- Future Expansion Opportunities

Website: https://www.civicplus.com/civicready/mass-notification-system



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Protective Services Committee Thursday, December 07, 2017 12:45 p.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA RECOMMENDATION 1

THAT the Agenda for the Protective Services Committee Meeting of December 07, 2017 be adopted.

B. REGIONAL FIRE SERVICES BYLAW

- 1. Bylaw No. 2792, 2017 Marked-Up Copy
- 2. Bylaw No. 2792, 2017 Clean Copy

C. ADJOURNMENT

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN BYLAW NO. 2792, 2017

A bylaw to provide for the administration and operation of fire departments and for the prevention of fires, the prevention of the spread of fire, and for the preservation of life and property within the Regional District of Okanagan-Similkameen.

WHEREAS the *Local Government Act* enables regional districts to establish and operate services for the benefit of service area residents; and

WHEREAS the Regional District of Okanagan-Similkameen has established various service areas or specified areas for the purpose of providing Fire Protection and other emergency responses, and/or is authorized to provide such services by Supplementary Letters Patent; and

WHEREAS the Board deems it expedient to regulate the operation of the Fire Departments in connection with the provision of Fire Protection and emergency services within the Regional District of Okanagan-Similkameen;

NOW THEREFORE, the Board in open meeting assembled enacts as follows:

Citation

1. This bylaw may be cited as the "Regional District of Okanagan-Similkameen Regional Fire Services Bylaw No. 2792, 2017".

Definitions

- 2. In this bylaw, including in the recitals hereto, unless the context otherwise requires, the following bolded terms have the following respective meanings:
 - (a) **"Auto Extrication Services"** means a road rescue service using various methods and equipment to extricate a trapped victim from a vehicle following a motor vehicle incident;
 - (b) "Board" means the Board of Directors of the RDOS;
 - (c) **"CAO**" means the Chief Administrative Officer for the RDOS, or a designated representative;
 - (d) "Dangerous Goods" means any product, substance or organism which is of highly combustible and flammable, or explosive nature, all as set out in the Transportation of Dangerous Goods Act, RSBC 1996, c. 458, or any other material which, because of its toxic or other inherent characteristics constitutes a fire hazard or a hazard to life, safety or health, as amended from time to time;
 - (e) **"Designated Officer**" means an employee of the RDOS designated in writing by the CAO to administer this bylaw;
 - (f) **"Emergency Equipment**" means any vehicle, firefighting apparatus, tools and equipment providing a service to the Fire Department;

- (g) **"Emergency Program Act**" means RSBC 1996, c. 111;
- (h) **"Fire Chief**" means the officer in charge of a Fire Department as appointed by the CAO from time to time, or his designate,
- (i) "Fire Code" means the National Fire Code of Canada, 1995 and amendments thereto, as adopted by the government of British Columbia pursuant to B.C. Reg. 263/2012;
- (j) **"Fire Department**" means the established fire department for a given Fire Protection Service Area;
- (k) **"Fire Protection**" means all aspects of fire safety including, but not limited to: fire prevention, fire suppression, pre-fire or pre- emergency planning, fire investigation, public education and information;
- (I) **"Fire Protection Service Area**" means each service area as established by the relevant Service Establishment Bylaw of the RDOS, as amended from time to time;
- (m) **"Fire Service**" means, collectively, each Fire Department that has been, or which may be, established by the RDOS in each Fire Protection Service Area;
- (n) "Fire Services Act" means the Fire Services Act, R.S.B.C. 1996, c. 144;
- (o) "First Responder Program" means pre-ambulatory care by a Member trained by a recognized accredited agency and licensed by the BC Ministry of Health Emergency Medical Assistant Licensing Branch;
- (p) **"Functions**" means specific services delivered by individual Fire Departments including, but not limited to: fire suppression, Auto Extrication, First Responder Programs, fire inspections and Rescue.
- (q) **"Incident**" means a situation to which a Fire Department has responded or would ordinarily respond, including but not limited to:
 - (i) where a fire or explosion has occurred, or has the potential of being imminent;
 - (ii) a motor vehicle or other transportation incident;
 - (iii) where Dangerous Goods may reasonably be expected to present a danger to persons, property or the environment; and,
 - (iv) other classes of emergencies as designated herein;
- (m) "IC" means the incident commander, being the Member in charge of an Incident in accordance with the Operational Guidelines;
- (n) **"Local Government Act"** means the *Local Government Act,* R.S.B.C. 2015, c. 1 and, where relevant, includes any predecessor statutes;

- (o) "**Member**" means, subject to applicable RDOS policy and guidelines, any person appointed by the Fire Chief as a member of a Fire Department and includes without limitations the Officers, firefighters, and administrative staff of the Fire Department;
- (p) "Officer" means, subject to applicable RDOS policy and guidelines, a Member appointed by the Fire Chief as an officer of the Fire Department, but nothing in this bylaw makes such persons officers for the purposes of s. 233 of the Local Government Act;
- (q) **"Operational Guidelines"** means the operational guidelines developed in accordance with this bylaw, applicable to the operations and emergency responses of each Fire Department;
- (r) "Playbook" means the mandatory minimum training standards set under paragraph 3(3)(b) of the *Fire Services Act* by the Office of the Fire Commissioner and approved by the Attorney General, entitled *British Columbia Fire Service Minimum Training Standards: Structure Firefighters – Competency and Training Playbook*, as same may be amended, revised or replaced from time to time;
- (s) **"Rescue**" means any situation where a person or persons are saved by quick and forceful action from immediate or threatened danger such as death or injury;
- (t) "RDOS" means the Regional District of Okanagan-Similkameen;
- (u) "Service Establishment Bylaw" means, in respect of each Fire Protection Service Area and related Fire Department, the service establishment or specified area bylaw, or Supplementary Letters Patent, as the case may be, which creates the relevant service area and authorizes the provision of fire protection and emergency response services;
- (v) **"Service Level"** means, in relation to each Fire Department, the service level, as contemplated by the Playbook, which each Fire Department is authorized to provide;
- (w) "Supplementary Letters Patent" mean the Supplementary Letters Patent of the RDOS dated 16 March 1976, which established the function of Division XXXIII – Fire Protection, with the Village of Keremeos and defined portions of Electoral Areas B and G of the RDOS as participating members in the service; and
- (x) "Workers Compensation Act" means the Workers Compensation Act, R.S.B.C.
 1996, c. 492, as amended or re-enacted from time to time, including all regulations thereto.

Interpretation

- 3. In this bylaw:
 - (a) wherever the singular or the masculine is used in this bylaw, the same shall be deemed to include the plural or the feminine or the body politic or corporate where the context or the bylaw requires; and

- (b) any reference in this bylaw to a statute, regulation, ministerial order or other bylaw, means such statute, regulation, ministerial order or other bylaw as updated, amended, revised or replaced, unless otherwise specifically noted.
- 4. This bylaw does not contemplate or extend in its purpose, to any of the following:
 - (a) the protection of any person from economic loss;
 - (b) a guarantee or warranty by the RDOS or any of its agents, as to the service level expectations of any Fire Department under this bylaw, or any other applicable codes, enactments, agreements or standards; or
 - (c) providing to any person a warranty with respect to the Functions of any Fire Department or with respect to the certainty of timely responses. The list of Functions does not, of itself, mean that each Fire Department provides such services or will, in relation to any particular Incident, be able to deliver such services.
- 5. In relation to the exercise of operational authorities or powers by the Fire Department at or in connection with an Incident, any reference in this bylaw to the Fire Chief or IC includes any Member designated by the Fire Chief or IC, as the case may be.

Designated Officer

- 6. The operation of the Fire Service shall be administered and overseen by the Designated Officer.
- 7. The Designated Officer shall manage the Fire Service subject to the provisions of this bylaw, any policies of the Board and the direction of the CAO.

Fire Department Continuation

8. This bylaw applies to the Fire Services listed in Schedule A (as same may be amended from time to time), each of which has been established by the RDOS under and in accordance with the *Local Government Act* and/or the Supplementary Letters Patent, as applicable. The Fire Departments identified in Schedule A that have been established to provide Fire Protection and other emergency response services under the Service Establishment Bylaws are hereby continued, and shall be known by the names set forth in Schedule A.

Limits of Jurisdiction

- 9. The jurisdiction of each Fire Department, and powers granted to such Fire Department and its Fire Chief and Members under this bylaw, are restricted to the boundaries of the Fire Department's particular Fire Protection Service Area. A Fire Department shall not respond to any calls for Incident response under this bylaw outside of the boundaries of its Fire Protection Service Area except as follows:
 - (a) when, in the opinion of the IC, an Incident that occurred in the Fire Protection Service Area has spread outside such area, or which has started outside the Fire Protection Service Area but is considered to be a threat to persons or property within the Fire Protection Service Area; or

- (b) when a mutual or automatic aid agreement is in place permitting assistance to be provided, in which case, the response shall be restricted to the area covered by the mutual or automatic aid agreement; or
- (c) in accordance with the terms of a fire service agreement with a municipality, another regional district, an improvement district, a First Nations band or other person; or
- (d) when there is a conscription of apparatus and personnel during declaration of a provincial or local emergency under the Emergency Program Act; or
- (e) when authorized to leave the Fire Protection Service Area under a task number or authorization provided by Emergency Management British Columbia, or at the direction or request of the Wildfire Service in connection with a wildfire or interface fire; or
- (f) when authorized by the Designated Officer or CAO.
- 10. A Fire Department providing mutual aid or automatic aid to another Fire Department has the operational powers and authorities provided in this bylaw. Where a fire department (an "External Department"), which is not governed or established under this bylaw, provides emergency response services within a Fire Protection Service Area under a mutual aid or automatic aid agreement with the RDOS, the External Department, in relation to any particular Incident:
 - (a) shall be authorized to exercise the powers and authorities specified in the relevant mutual aid agreement or automatic aid agreement, as the case may be; or
 - (b) where the relevant mutual aid agreement or automatic aid agreement does not expressly address the issue of powers and authority, shall be entitled to exercise the same powers and authority as a Fire Department under this Bylaw.

Administration and Operation of the Fire Service

- 11. The Board shall designate by policy the Service Level for each Fire Department in accordance with the Playbook. The Board may revise, amend or change the Service Level of any Fire Department by revision to the relevant policy, and may provide in such policy that the Service Level may be temporarily restricted or changed by the CAO where appropriate to do so.
- 12. Subject to any necessary budget approvals or directions from the Board, and subject to reporting on same to the Board, the CAO may establish, add to, change or restrict the authorized Functions for any Fire Department, provided that each Fire Department shall always provide Fire Protection services. The Functions currently approved for each Fire Department are set out in Schedule B, but may be amended by the CAO in accordance with this section.

- 13. The Designated Officer is authorized to establish an appropriate training program for the Fire Service and ensure Members are qualified to safely perform the scope of work authorized by this bylaw and Functions to be performed by each Fire Department. The training program shall comply with the requirements of the Playbook and the *Workers Compensation Act*, and shall be appropriate to the chosen Service Level and authorized Functions of each Fire Department.
- 14. The Designated Officer is authorized to design and implement standards for the Fire Service with regard to Emergency Equipment, Fire Protection, First Responder Programs and other authorized Functions.
- 15. The Designated Officer shall develop a set of Operational Guidelines which cover the authorized Functions of each Fire Department, including matters such as:
 - (a) minimum training and proficiency requirements for each position within the Fire Departments (including for Fire Chief and Officer positions);
 - (b) an incident command system compliant with the current version of the British Columbia Emergency Management System, including a process for determining which Member at an Incident will be considered the IC;
 - (c) all necessary guidelines for principal or expected emergency response activities, including, where relevant, IC assessment and size up before entry is conducted in a burning building or structure;
 - (d) the management of mutual and automatic aid responses and other extrajurisdictional responses;
 - (e) any matters required by the *Workers Compensation Act* or the Playbook to be covered by such Operational Guidelines; and
 - (f) such other matters as the Designated Officer and Fire Chiefs may consider appropriate or necessary for the proper operation and administration of the Fire Departments.
- 16. The Designated Officer shall, with the assistance of the Fire Chiefs and Fire Departments, develop and implement compliant occupational health and safety programs, including covering matters such as joint committees and worker representative systems, use of self-contained breathing apparatus and workplace hazardous materials information systems.
- 17. The Fire Chiefs shall report to the Designated Officer on the state of operations of their respective Fire Departments, with such frequency and containing such detail as may be considered by the Designated Officer as necessary or appropriate. The CAO shall be responsible for reporting regularly (and, in any event, not less than annually) to the Board regarding the Fire Service, including on operational issues, administrative and financial matters, and the state of each Department's statutory and regulatory compliance.

18. Notwithstanding the Service Level or authorized Functions approved for any of the Fire Departments, in relation to any particular Incident response, each Fire Department shall undertake only those emergency response activities for which it's responding Members are properly trained and equipped. The IC may, in his or her sole discretion, restrict or terminate emergency response activities in any circumstances where the Incident is considered to exceed the training or capabilities of the responding Members, or Emergency Equipment available to them

Authority of the Fire Chief and IC

- 19. The Fire Chief shall be appointed by the CAO in accordance with RDOS policies and requirements and, once appointed, shall have operational responsibility and authority over the Fire Department, subject to the administrative direction and control of the Designated Officer. For certainty, the individuals who are Fire Chiefs as at the date this bylaw comes into force, are confirmed and ratified in their respective positions.
- 20. Without limiting section 20 hereof, the Fire Chief of each Fire Department shall be responsible for:
 - (a) implementing or managing all necessary training programs and occupational health and safety programs for the particular Fire Department which, in each case, meets all statutory and regulatory requirements, including those required by the Playbook and the *Workers Compensation Act* and regulations made thereunder;
 - (b) ensuring that the particular Fire Department maintains all required records, including those relating to training and occupational health and safety matters;
 - (c) developing, in consultation with the Designated Officer, the annual budget and fiveyear financial plan for the particular Fire Department in accordance with, and subject to the guidelines established by, the CAO and subject to approval by Board;
 - (d) enquiring into, investigating and recording the cause of all fires in the particular Fire Protection Service Area in accordance with the *Fire Services Act* or as otherwise deemed appropriate by the Fire Chief or directed by the Designated Officer;
 - (e) the care, custody and control of all assets, Emergency Equipment, buildings, and other equipment in the care and control of the particular Fire Department.
- 21. The Fire Chief shall follow all applicable bylaws, policies, regulations and procedures of the RDOS, including, without limitation, the training program established under section 13 hereof.
- 22. The Fire Chief is authorized to recruit Members to the Fire Department and to appoint Officers in accordance with the RDOS Fire Department structure. Officers must be appointed through open competition and in accordance with the specifications in the job description, including the proficiency and training requirements specified for such position in accordance with section 15(a) hereof.

- 23. The CAO may request that a Fire Chief be designated by the Fire Commissioner as the local assistant to the Fire Commissioner ("LAFC") under the *Fire Services Act*. Upon such designation, the Fire Chief is responsible for carrying out the functions and fulfilling the responsibilities of an LAFC as provided in the *Fire Services Act*.
- 24. The IC shall have control, direction and management of all Emergency Equipment and Members assigned to an Incident.
- 25. In connection with an Incident, the IC, or any Member under the direction of the IC, is authorized to take measures to prevent and suppress fires, or to mitigate the Incident. The IC is empowered to cause any building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures or things or otherwise necessary to mitigate an Incident.
- 26. The IC, together with Members and Emergency Equipment, may enter at any time, buildings, premises, structures or property in connection with an Incident.
- 27. A Fire Department may, at any time enter, remain on, or pass through or over buildings, premises, structures or property to gain access to or to protect any person or property in connection with an Incident.
- 28. Each Member shall be considered a "local public officer" of the RDOS within the meaning of that term in section 738 of the *Local Government Act*, as either a volunteer firefighter of the RDOS or an employee of the RDOS, as applicable in the circumstances.
- 29. Members and former Members of each Fire Department, in relation to the performance of their duties as contemplated by this bylaw, are deemed to be covered by the provisions of the current version of the *Regional District of Okanagan-Similkameen Public Officers Indemnification Authorization Bylaw.*

Correction of Immediate Hazards

- 30. Whenever the Fire Chief finds combustible or explosive material, flammable liquids or hazardous chemicals being used, stored or kept in such a manner as to constitute a threat to persons or property, the Fire Chief may, verbally or in writing, order the owner, tenant, occupant or agent responsible to remove the combustible or explosive material, flammable liquid, or hazardous chemical immediately from the building or premises.
- 31. Whenever the Fire Chief finds a building, structure or premise or part thereof which is unoccupied and which, in the opinion of the Fire Chief, is not being kept in a safe condition to guard against fire or the risk of fire or other dangerous risk or accident, the Fire Chief may order the owner, tenant, occupant or agent responsible to remedy the dangerous condition and to secure the building, structure or premise or part thereof in such a manner as to prevent any unauthorized use by any person while it is unoccupied.
- 32. In the event of an immediate hazard, if the owner, tenant, occupant or agent responsible refuses or neglects to comply with the order of the Fire Chief to remedy the hazardous condition, or if the owner, tenant, occupant or agent responsible for the building or area cannot be located, the Fire Chief may take such action as is appropriate, without notice and

at the expense of the owner, and the RDOS shall recover the expense thereof with costs, in a like manner as property taxes.

33. Without limiting the generality of the foregoing, when immediate measures must be taken to avoid imminent danger of fire or risk of accident, the Fire Chief may cause the evacuation of any building or area, he may order that the building or area remain evacuated until the hazard is removed, and the Fire Chief may direct the RCMP and other municipal officials to assist in this regard.

Offences

- 34. No person at an Incident shall obstruct, hinder or delay a Member or other person assisting or acting under the direction of the IC.
- 35. No person shall drive any vehicle over any Emergency Equipment, including fire hose, without the permission of the IC.
- 36. No person shall obstruct or otherwise interfere with access roads or streets or other approaches to any Incident, fire hydrant, cistern, or any connections provided to a fire main, pipe, standpipe, sprinkler system or any body of water designated for firefighting purposes.
- 37. No person shall damage or destroy, or obstruct, impede or hinder the operation of any emergency equipment.
- 38. No person shall falsely represent himself as a Fire Department Officer or Member.
- 39. No person shall enter the boundaries or limits of an area prescribed as off limits to persons not authorized to enter by the Fire Chief or IC.

Bylaw Enforcement

- 40. The Designated Officer may enforce this bylaw within any Fire Protection Service Area in the RDOS. In relation to any particular Fire Protection Service Area, the Fire Chief in such area shall be responsible for the enforcement of the provisions of this bylaw. Subject to the Operational Guidelines and any direction from the Designated Officer, the Fire Chief may designate other Members to enforce this bylaw or any portion thereof.
- 41. Any person authorized to enforce this bylaw in a particular Fire Protection Service Area, may inspect any building or premises in such area for compliance with the requirements of this bylaw. In relation to any entry onto property or into premises, other than in connection with an Incident, the entry shall be made subject to and in accordance with:
 - (a) the provisions of section 16 of the Community Charter SBC, 2003, c. 26; and/or
 - (b) the provisions of the Fire Safety Act, SBC 2016, c. 19 and the regulations made thereunder,
 - (c) as determined to be appropriate in circumstances by the Fire Chief or his designate.
- 42. The Fire Chief may order any person who contravenes this bylaw to take such measures as are specified in the order to forthwith remedy the non-compliance with this bylaw.

- 43. The Fire Department is not required to provide an authorized service if, in the absolute discretion of the Fire Chief or IC, there is insufficient apparatus and/or trained Members to deliver such authorized service safely in accordance with applicable standards, including those set out in the Fire Services Act and Workers Compensation Act.
- 44. A person who commits an offense may, in addition to any other penalty, be removed from the scene of an incident by a peace officer, Fire Chief or IC.

Information in an Order

45. An order issued pursuant to this bylaw shall contain at least the following information:

- (a) The name and address of the person upon whom the order is served;
- (b) The day on which the offence is alleged to have been committed;
- (c) The address of the premises under consideration;
- (d) Reasonable particulars of this bylaw with respect to which the noncompliance is alleged;
- (e) A requirement that the person served shall remedy the non-compliance; and
- (f) A prescribed time frame during which the non-compliance must be remedied.

Right to Appeal

46. All orders may be appealed to the CAO.

Penalties

- 47. Every person commits an offence who:
 - (a) Fails to comply with an order issued pursuant to this bylaw; or,
 - (b) Fails to provide information or assistance as required by this bylaw; or,
 - (c) Knowingly states anything false in information delivered or furnished to the Fire Chief or any Member of the Fire Department in relation to a matter governed or covered by this bylaw; or,
 - (d) Obstructs or interferes with an inspection under this bylaw.
- 48. Nothing in this bylaw shall restrict the RDOS from utilizing any other remedy that would otherwise be available to the RDOS at law.
- 49. Each day's continuance of an offence under this bylaw constitutes a new and distinct offence.

- 50. A person commits an offence who violates any provision of this bylaw and shall be liable, on conviction:
 - (a) to a fine in the maximum amount of Ten Thousand Dollars (\$10,000.00) or to imprisonment; for no more than Six (6) months, or both; and
 - (b) in case of a continuing offence, to a further penalty for each day during which the offence continues as provided by the Offence Act, BSBC 1996, c. 338.

The penalties hereunder shall be in addition to and in substitution for any other penalty or remedy available under this bylaw, the Local Government Act, other Bylaw of the RDOS, the Fire Services Act, the Wildfire Act, SBC 2004, c. 31 or law.

51. Notwithstanding any section of this bylaw, where a person upon whom an order has been served fails to comply with the order and has not appealed from the order, or has appealed from the order and a decision has been rendered against him, the Board may take the necessary action to perform the work required by the order, and the Board may recover the expenses thereof with costs, in a like manner as property taxes pursuant to the provisions of the Local Government Act, s. 645.

Severability

52. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the portion so severed.

Superiority Clause

53. Wherever this bylaw sets out regulations with respect to Fire Departments and other such RDOS bylaws contain similar or contradicting regulations, this Bylaw is deemed to prevail.

Coming into Force

54. This bylaw shall come into full force and effect upon final passage thereof

Repeal of Bylaws

- 55. Upon this bylaw coming into force, the following bylaws, including all amendments thereto, are hereby repealed:
 - a. Emergency Services Bylaw No. 2566, 2011
 - b. Anarchist Mountain Volunteer Fire Department Establishment Bylaw No. 2335, 2005.
 - c. Kaleden Volunteer Fire Department Establishment Bylaw No. 1572, 1995.
 - d. Keremeos & District Volunteer Fire Department Establishment Bylaw No 2094, 2001.
 - e. Naramata Fire Department Establishment Bylaw No. 1652, 1995.

- f. Okanagan Falls Volunteer Fire Department Establishment Bylaw No. 1571, 1995.
- g. Tulameen & District Fire Department Establishment Bylaw No. 1580, 1995.
- h. Willowbrook Volunteer Fire Department Establishment Bylaw No. 1579, 1995.

READ A FIRST, SECOND AND THIRD TIME this day of

ADOPTED by at least 2/3 of the Votes this day of

Board Chair

Chief Administrative Officer

Regional District of Okanagan Similkameen

Bylaw No. 2792, 2017

Schedule "A"

Fire Protection Services

As at the date this bylaw was adopted, the following Fire Protection Service Areas have been established by the RDOS and served by the corresponding Fire Departments listed below:

Fire Services Establishment	Fire Department
	Anarchist Mountain Fire Department
	Kaleden Fire Department
	Keremeos Fire Department
	Naramata Fire Department
	Okanagan Falls Fire Department
	Tulameen Fire Department
	Willowbrook Fire Department

The RDOS may establish or create additional Fire Protection Service Areas from time to time. Upon their creation and the establishment of the corresponding Fire Department, the Fire Service shall be deemed to be added to this Schedule A, and the Fire Department and Fire Protection Service Area covered by this bylaw.

The assistance to be provided by the Fire Department is restricted to the level of service for which each Fire Department and individual firefighter is qualified to provide.

Regional District of Okanagan Similkameen

Bylaw No. 2792, 2017

Schedule "B"

The following Fire Departments are authorized to provide the following services in accordance with this bylaw:

Auto Extrication

Anarchist Mountain Fire Department Kaleden Fire Department Naramata Fire Department Okanagan Falls Fire Department Keremeos and District Fire Department

Medical First Responder

Kaleden Fire Department Naramata Fire Department Okanagan Falls Fire Department

Fire Inspection

Okanagan Falls Volunteer Fire Department Keremeos and District Volunteer Fire Department

Still Water Rescue

Naramata Volunteer Fire Department Kaleden Volunteer Fire Department Okanagan Falls Volunteer Fire Department

Low Angle Rescue

Anarchist Mountain Volunteer Fire Department Kaleden Volunteer Fire Department Keremeos and District Volunteer Fire Department Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Department

The assistance to be provided by the Fire Department in each identified function is restricted to the level of service for which each Fire Department and individual firefighter is certified to provide.

REGIONAL DISTRICT, OF, OKANAGAN SIMILKAMEEN		Style Definition	5
BYLAW <u>NO, 2566, 2011 2792, 2017</u>		Formatted	(
		Formatted	ſ
A bylaw to provide for the administration and operation of fire departments and for the			
prevention of fires, the prevention of the spread of fire, and for the preservation of life and			
property within the Regional District of Okanagan-Similkameen (the "RDOS").			
WHEREAS section 796(1) of the Local Government Act , Chapter 323, R.S.B.C. 1998 provides	~	Formatted: Not Expanded by / Condensed by	
that subject to the specific limitations and conditions established under this or another Act, a	\sim	Formatted: Right: 0"	
enables regional district may districts to establish and operate any services for the benefit of		Formatted	
service that the board considers necessary or desirable for all or part of the regional districtarea residents; and			
WHEREAS the RDOS has established various local service areas or specified areas for the			
purpose of providing Fire Protection and other emergency responses, and/or is a Regional			
District Service authorized to provide such services by Supplementary Letters Patent (SLP)			
dated March 16, 1976; and		Formatted: English (United States)	
MULEREAS the Reard of the REAS by bylow, has actablished fire protection convice areas		(
WHEREAS the Board of the RDOS, by bylaw, has established fire protection service areas to provide fire prevention and suppression and other approved services; and		Formatted	
of the Fire Departments to provide in connection with the provision of Fire Protection and emergency services within the RDOS;		Formatted	[
NOW THEREFORE, the Board of the RDOS in open meeting assembled enacts as follows:	•	Formatted: Right: 0"	
		Formatted	(
Short TitleCitation		Formatted: Character scale: 100%	
2.1This Bylawbylaw, may be cited as the "EmergencyRegional Fire Services Bylaw No. ←		E Mad Indext 1-6, 0" Handing, 0.4/" Diab	. 0"
<u>2566, 20112792, 2017</u> . 2566, 20112792, 2017	$\overline{\ }$	Formatted: Indent: Left: 0", Hanging: 0.46", Right Space After: 10 pt, Add space between paragraphs of same style, Line spacing: Multiple 1.15 li	
	A	Formatted	
Definitions		Formatted: Character scale: 100%	
 2. 2. In this bylaw, including in the recitals hereto, unless the context otherwise requires, the following bolded terms have the following respective meanings: 	(Formatted: List Paragraph, Indent: Left: 0", Hangir 0.46", Numbered + Level: 1 + Numbering Style: 1, 2, Start at: 1 + Alignment: Left + Aligned at: 0" + Inde 0.25", Tab stops: Not at 0.46"	2, 3,
(a) (a) "AUTO EXTRICATION SERVICE"Auto Extrication Services," means a		Formatted: Font: Bold	
road rescue service using various methods and equipment to disentangle<u>extricate</u> a<u>trapped</u> victim from a vehicle as a result of<u>f</u>ollowing a motor vehicle incident;			
(b) (b) "BOARD"Board" means the Board of Directors of the RDOS;			
[Type here]			
- (c) (c) "CAO" means the Chief Administrative Officer for the RDOS, or an authorized representative;
- (d) (d) "DANGEROUS GOODS" Dangerous Goods" means any material or substance as defined by the *Transport of Dangerous Goods Act_T* (Canada), as amended from time to time;
- (e) <u>(e) "EMERGENCY EQUIPMENT" Designated Officer</u>" means an employee of the RDOS designated in writing by the CAO to administer this bylaw;
- (f) "Emergency Equipment" means any vehicle, firefighting apparatus, tools and equipment providing a service to the Fire Department;
- (f) <u>"EMERGENCY SERVICES SUPERVISOR" means the position responsible for</u> supporting the RDOS <u>"Fire Service;</u>

Page 2 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw

- (g) (g) "FIRE CHIEF Chief" means the officer in charge of a fire department, or his designate, Fire Department as appointed by the CAO from time to time; or his designate,
- (h) (h) "FIRE DEPARTMENT"Fire Code" means the British Columbia Fire Code as adopted pursuant to B.C. Reg. 263/2012;
- <u>"Fire Department</u>" means the established volunteer Fire Department fire department for a given Fire Protection Service Area;
- (j) (i) "FIRE PROTECTION" Fire Protection" means all aspects of fire safety including_but not limited to: fire prevention, fire suppression, pre-fire or preemergency planning, fire investigation, public education and information;
- (k) (j) "FIRE PROTECTION SERVICE AREA" Fire Protection Service Area" means theeach service area as established by the relevant Fire Protection-Service Establishment Bylaw of the RDOS, as amended from time to time;
- (I) (k) "FIRE SERVICE"Fire Service" means all of the , collectively, each Fire Department that has been, or which may be, established volunteer Fire Departments that are services of by the RDOS in each Fire Protection Service Area;
- (m) (l) "FIRST RESPONDER PROGRAM"*Fire Services Act*" means the *Fire* Services Act, R.S.B.C. 1996, c. 144:
- (n) "First Responder Program" means pre-ambulatory care by a Member trained by a recognized accredited agency and licensed by the BC Ministry of Health – Emergency Medical Assistant Licensing Branch (EMALB);
- (o) (m) "INCIDENT" means a situation, "Functions" means specific services delivered by individual Fire Departments including, but not limited to: -<u>fire</u> suppression, Auto Extrication, First Responder Programs, fire inspections and Rescue.
- (p) (i) "Incident" means a situation to which a Fire Department has responded or would ordinarily respond, including but not limited to:
 - (i) where a fire or explosion has occurred, or has the potential of being imminent;
 - (ii) (ii) a motor vehicle or other transportation incident; or
 - (iii) (iii) where hazardous goods Dangerous Goods may reasonably be expected to present a danger to persons, property or the environment; and,
 - (iv) other classes of emergencies as designated herein;
- (n) --- "IC" means INCIDENT COMMANDER, means MEMBERthe incident commander, being the Member in charge of an incident under the Incident Command System

Page 3 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw (ICS), as set forth under the B.C. Emergency Response Management System (BCERMS):

- (m) (o) "MANAGER OF COMMUNITY SERVICES" means in accordance with the Manager of Community Services for the RDOSOperational Guidelines;
- (n) (p) "MEMBER" Local Government Act" means the Local Government Act, R.S.B.C. 2015, c. 1 and, where relevant, includes any predecessor statutes;
- (o) "Member" means, subject to applicable RDOS policy and guidelines, any person appointed by the Fire Chief as a <u>Membermember</u> of thea Fire Department and includes without limitations the <u>officersOfficers</u>, firefighters, and administrative staff of the <u>departmentFire Department</u>;
- (p) (q) "OFFICER"Officer" means, subject to applicable RDOS policy and guidelines, a Member appointed by the Fire Chief as an Officerofficer of the Fire Department, but nothing in this Bylawbylaw makes such persons officers for the purposes of S. 196s. 233 of the Local Government Act;
- (q)
 (r)
 "RESCUE"Operational Guidelines" means the operational guidelines

 developed in accordance with this bylaw, applicable to the operations and
 emergency responses of each Fire Department;
- (r)
 "Playbook" means the mandatory minimum training standards set under paragraph 3(3)(b) of the Fire Services Act by the Office of the Fire Commissioner and approved by the Minister of Justice, entitled British Columbia Fire Service Minimum Training Standards: Structure Firefighters – Competency and Training Playbook, as same may be amended, revised or replaced from time to time;
- (s) "Rescue" means any situation where a person or persons are saved by quick and forceful action from immediate or threatened danger such as death or injury;
- (t) (s) "RDOS" means the Regional District of Okanagan-Similkameen;

Administration

3. The Manager of Community Services of the RDOS shall administer this Bylaw.

Fire Department Establishment

- The Fire Departments identified in Schedule "A" shall be known by the name listedand be responsible for the Fire Protection Service Area established by separatebylaw.
 - (u) "Service Establishment Bylaw" means, in respect of each Fire Protection Service Area and related Fire Department, the service establishment or specified area bylaw, or Supplementary Letters Patent, as the case may be, which creates

Page 4 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw Formatted: List Paragraph, Indent: Left: 0.49", Hanging: 0.49", Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 13 + Alignment: Left + Aligned at: 0.59" + Indent at: 0.84"

the relevant service area and authorizes the provision of fire protection and emergency response services;

- (v) "Service Level" means, in relation to each Fire Department, the service level, as contemplated by the Playbook, which each Fire Department is authorized to provide:
- (w) "Supplementary Letters Patent" mean the Supplementary Letters Patent of the RDOS dated 16 March 1976, which established the function of Division XXXIII – Fire Protection, with the Village of Keremeos and defined portions of Electoral Areas B and G of the RDOS as participating members in the service; and
- (x) "Workers Compensation Act" means the Workers Compensation Act, R.S.B.C. 1996, c. 492, as amended or re-enacted from time to time, including all regulations thereto.

Interpretation

- 3. In this bylaw:
 - (a) wherever the singular or the masculine is used in this bylaw, the same shall be deemed to include the plural or the feminine or the body politic or corporate where the context or the bylaw requires; and
 - (b) any reference in this bylaw to a statute, regulation, ministerial order or other bylaw, means such statute, regulation, ministerial order or other bylaw as updated, amended, revised or replaced, unless otherwise specifically noted.
- 4. This bylaw does not contemplate or extend in its purpose, to any of the following:

(a) the protection of any person from economic loss;

- (b) a guarantee or warranty by the RDOS or any of its agents, as to the service level expectations of any Fire Department under this bylaw, or any other applicable codes, enactments, agreements or standards; or
- (c) providing to any person a warranty with respect to the Functions of any Fire Department or with respect to the certainty of timely responses. The list of Functions does not, of itself, mean that each Fire Department provides such services or will, in relation to any particular Incident, be able to deliver such services.
- 5. In relation to the exercise of operational authorities or powers by the Fire Department at or in connection with an Incident, any reference in this bylaw to the Fire Chief or IC includes any Member designated by the Fire Chief or IC, as the case may be.

Designated Officer

6. The operation of the Fire Service shall be administered and overseen by the Designated Officer.

> Page 5 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw

7. The Designated Officer shall manage the Fire Service subject to the provisions of this bylaw, any policies of the Board and the direction of the CAO.

Fire Department Continuation

8. This bylaw applies to the Fire Services listed in Schedule A (as same may be amended from time to time), each of which has been established by the RDOS under and in accordance with the *Local Government Act* and/or the Supplementary Letters Patent, as applicable. The Fire Departments identified in Schedule A that have been established to provide Fire Protection and other emergency response services under the Service Establishment Bylaws are hereby continued, and shall be known by the names set forth in Schedule A.

Limits of Jurisdiction

- 5-9. The jurisdiction of aeach Fire Department is, and powers granted to such Fire Department and its Fire Chief and Members under this bylaw, are restricted to the boundaries of the Fire Department's particular Fire Protection Service Area. The Fire Department shall not respond to any calls for Fire ProtectionIncident response under this Bylawbylaw outside of the boundaries of theits Fire Protection Service Area except as follows:
 - (a) (a) When when, in the opinion of the IC, an Incident that occurred in the Fire Protection Service Area or has spread outside such area, or which has started outside the Fire Protection Service Area but is considered to be a threat to persons or property within the Fire Protection Service Area; or
 - (b) (b) When when a mutual or automatic aid agreement is in place for the arearequiringpermitting assistance to be provided, in which case, the response wouldshall be restricted to the area covered by the mutual or automatic aid agreement; or
 - (c) (c) Whenin accordance with the terms of a fire service agreement with a municipality, another regional district, an improvement district, a First Nations band or other person; or
 - (d) when there is a conscription of apparatus and manpowerpersonnel during declaration of a provincial <u>or local</u> emergency under the *Emergency Program Act*.; or
 - (e) when authorized to leave the Fire Protection Service Area under a task number or authorization provided by Emergency Management British Columbia, or at the direction or request of the Wildfire Service in connection with a wildfire or interface fire; or

Page 6 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw Formatted: Character scale: 100%

- (f) when authorized by the Designated Officer or CAO.
- 10. A Fire Department providing mutual aid or automatic aid to another Fire Department has the operational powers and authorities provided in this bylaw. Where a fire department (an "External Department"), which is not governed or established under this bylaw, provides emergency response services within a Fire Protection Service Area under a mutual aid or automatic aid agreement with the RDOS, the External Department, in relation to any particular Incident:
 - (a) shall be authorized to exercise the powers and authorities specified in the relevant mutual aid agreement or automatic aid agreement, as the case may be; or
 - (b) where the relevant mutual aid agreement or automatic aid agreement does not expressly address the issue of powers and authority, shall be entitled to exercise the same powers and authority as a Fire Department under this Bylaw.

Administration and Operation of the Fire Service

- 11.
 The Board shall designate by policy the Service Level for each Fire Department in accordance with the Playbook. The Board may revise, amend or change the Service

 Level of any Department by revision to the relevant policy, and may provide in such policy that the Service Level may be temporarily restricted or changed by the CAO where appropriate to do so.
- 12. Subject to any necessary budget approvals or directions from the Board, and subject to reporting on same to the Board, the CAO may establish, add to, change or restrict the authorized Functions for any Fire Department, provided that each Department shall always provide Fire Protection services. The Functions currently approved for each Fire Department are set out in Schedule B, but may be amended by the CAO in accordance with this section.
- 13. The Designated Officer is authorized to establish an appropriate training program for the Fire Service and ensure Members are qualified to safely perform the scope of work authorized by this bylaw and Functions to be performed by each Fire Department. The training program shall comply with the requirements of the Playbook and the *Workers Compensation Act*, and shall be appropriate to the chosen Service Level and authorized Functions of each Fire Department.

The

Adoption of the Fire Services Act - Chapter 144 and British Columbia Fire Code 2006

6. It is hereby declared that the current editions of the Fire Services Act – Chapter 144 and the British Columbia Fire Code 2006 and its regulations thereto, (which is based on the National Fire Code of Canada), issued by the Province of British Columbia, as amended from time to time, or any subsequent British Columbia Fire Code(s) which may be enacted, shall be inforce in the RDOS.

Page 7 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw

Formatted: Character scale: 100%

Formatted: Indent: Left: 0", Hanging: 0.46", Right: 0", Line spacing: Multiple 1.15 li, Widow/Orphan control

- 14. Designated Officer is authorized to design and implement standards for the Fire Service with regard to Emergency Equipment, Fire Protection, First Responder Programs and other authorized Functions.
- 15. The Designated Officer shall develop a set of Operational Guidelines which cover the authorized Functions of each Fire Department, including matters such as:
 - (a) minimum training and proficiency requirements for each position within the Fire Departments (including for Fire Chief and Officer positions);
 - (b) an incident command system compliant with the current version of the British Columbia Emergency Management System, including a process for determining which Member at an Incident will be considered the IC;
 - (c) all necessary guidelines for principal or expected emergency response activities, including, where relevant, IC assessment and size up before entry is conducted in a burning building or structure;
 - (d) the management of mutual and automatic aid responses and other extrajurisdictional responses;
 - (e) any matters required by the *Workers Compensation Act* or the Playbook to be covered by such Operational Guidelines; and
 - (f) such other matters as the Designated Officer and Fire Chiefs may consider appropriate or necessary for the proper operation and administration of the Fire Departments.
- 16.
 The Designated Officer shall, with the assistance of the Fire Chiefs and Fire

 Departments, develop and implement compliant occupational health and safety

 programs, including covering matters such as joint committees and worker representative

 systems, use of self-contained breathing apparatus and workplace hazardous materials

 information systems.
- 17. The Fire Chiefs shall report to the Designated Officer on the state of operations of their respective Fire Departments, with such frequency and containing such detail as may be considered by the Designated Officer as necessary or appropriate. The CAO shall be responsible for reporting regularly (and, in any event, not less than annually) to the Board regarding the Fire Service, including on operational issues, administrative and financial matters, and the state of each Department's statutory and regulatory compliance.
- 18. Notwithstanding the Service Level or authorized Functions approved for any of the Fire Departments, in relation to any particular Incident response, each Fire Department shall undertake only those emergency response activities for which it's responding Members are properly trained and equipped. The IC may, in his or her sole discretion, restrict or terminate emergency response activities in any circumstances where the Incident is

Page 8 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw considered to exceed the training or capabilities of the responding Members, or Emergency Equipment available to them

Authority of the Fire Chief and IC

- 7.19. The Fire Chief shall <u>be appointed by the CAO in accordance with RDOS policies and requirements and, once appointed, shall have complete operational responsibility and authority over the Fire Department, subject to the administrative direction and control of the CAO or his designate. Designated Officer. For certainty, the individuals who are Fire Chiefs as at the date this bylaw comes into force, are confirmed and ratified in their respective positions.</u>
- 20. Without limiting section 20 hereof, the Fire Chief of each Fire Department shall be responsible for:
 - (a) implementing or managing all necessary training programs and occupational health and safety programs for the particular Fire Department which, in each case, meets all statutory and regulatory requirements, including those required by the Playbook and the *Workers Compensation Act* and regulations made thereunder;
 - (b) ensuring that the particular Fire Department maintains all required records, including those relating to training and occupational health and safety matters;
 - (c) developing, in consultation with the Designated Officer, the annual budget and fiveyear financial plan for the particular Fire Department in accordance with, and subject to the guidelines established by, the CAO and subject to approval by Board;
 - (d) enquiring into, investigating and recording the cause of all fires in the particular Fire Protection Service Area in accordance with the *Fire Services Act* or as otherwise deemed appropriate by the Fire Chief or directed by the Designated Officer;
 - (e) the care, custody and control of all assets, Emergency Equipment, buildings, and other equipment in the care and control of the particular Fire Department.
- 21. The Fire Chief shall follow all applicable bylaws, policies, regulations and procedures of the RDOS, including, without limitation, the training program established under section 13 hereof.
- 22. The Fire Chief is authorized to recruit Members to the Fire Department and to appoint Officers in accordance with the RDOS Fire Department structure. Officers must be appointed through open competition and in accordance with the specifications in the job description, including the proficiency and training requirements specified for such position in accordance with section 15(a) hereof.

Page 9 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw

- 8-23. The CAO may assume responsibility of request that a Fire Chief be designated by the Fire <u>Commissioner as</u> the local assistant to the Fire Commissioner ("LAFC") upon request tothe CAO or his designate under the *Fire Services Act*. Upon such designation, the Fire Chief is responsible for carrying out the functions and fulfilling the responsibilities of an LAFC as provided in the *Fire Services Act*.
- 9.24. The Fire Chief, or in the absence of the Fire Chief, the highest ranking Memberpresent, The IC shall have control, direction and management of all emergencyequipment Emergency Equipment and personnel Members assigned to an incident Incident.

The Fire Chief

- 10.25. In connection with an Incident, the IC, or any Member under the direction of the IC, is authorized to take measures to prevent and suppress fires, or to mitigate the Incident. The IC is empowered to cause any building, structure or thing to be pulled down, demolished or otherwise removed if he deems it necessary to prevent the spread of fire to other buildings, structures or things or otherwise necessary to mitigate an Incident.
- 26. The Fire Chief is empowered to IC, together with Members and Emergency Equipment, may enter at any time, buildings, premises, structures or property where in connection with an Incident has occurred and.
- 27. A Fire Department may, at any time enter, remain on, or pass through or over buildings, premises, structures or property to gain access to authorize any or to protect any person or property in connection with an Incident.
- 28. Each Member, apparatus or equipment shall be considered a "local public officer" of the Fire Department to enter, RDOS within the meaning of that term in section 738 of the Local Government Act, as either a volunteer firefighter of the RDOS or an employee of the RDOS, as applicable in the circumstances.
- 41-29. Members and former Members of each Fire Department, in relation to the performance of their duties as contemplated by this bylaw, are deemed necessary, in order to control, combat or deal with the Incidentto be covered by the provisions of the current version of the Regional District of Okanagan-Similkameen Public Officers Indemnification Authorization Bylaw.
- 12. The Fire Chief is empowered to order the evacuation of persons or establish boundaries or limits and keep persons from entering the hazardous area.
- 13. The Fire Chief is empowered to order all adults present at a fire to assist in its suppression, if required. All persons present at or assisting in the suppression of a fire shall obey the commands of the Fire Chief.

Page 10 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw Formatted: English (United States)

- 14. Any Member acting in good faith in the discharge of the duties required by this bylaw shallnot be personally liable for any damage that may accrue to persons or property as a resultof any act or omission in the discharge of those duties.
- 15. The RDOS shall indemnify any Member or former Member who acts or acted in the discharge of duties required by this bylaw, against all costs, charges and expenses, including amounts paid to settle an action or to satisfy a judgment, reasonably incurred by the Member in respect of any civil, criminal or administrative action or proceeding to which the Member is made a party by reason of being or having been a Member, if:
 - (a) the Member acted honestly and in good faith in the discharge of the Member's duties;
 - (b) in the case of a criminal or administrative action or proceeding that is enforced by a monetary penalty, the member had reasonable grounds for believing that his or herconduct was lawful; and
 - (c) the RDOS was put on notice of the action and was permitted to assume carriage and control thereof on behalf of the Member.

Scope of the Fire Service

- 16. The Emergency Services Supervisor is authorized to establish an appropriate trainingprogram for the Fire Service and ensure Members are qualified to safely perform the scopeof work authorized by this bylaw.
- 17. The Emergency Services Supervisor is authorized to design & implement standards forthe fire service with regard to emergency equipment, fire protection and first responderprograms.-

Formatted: Character scale: 100%

Formatted: Indent: Left: 0", Hanging: 0.46", Right: 0", Line spacing: Multiple 1.15 li, Widow/Orphan control

Page 11 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw

Scope of Fire Departments

- 18. Fire Departments are hereby authorized to provide fire protection and otheromorgoncy services as follows:
 - (a) Those Fire Departments listed in Schedule "A", attached to and formingpart of this bylaw, are authorized to provide Fire Protection s ervices inaccordance with this bylaw.-
 - (b) Those Fire Departments listed in Schedule "B", attached to and formingpart of this bylaw, are authorized to provide Auto Extrication Services in accordance with this bylaw.
 - (c) Those Fire Departments listed in Schedule "C", attached to and formingpart of this bylaw, are authorized to provide First Responder Programservices in accordance with this bylaw.-
 - (d) Those Fire Departments listed in Schedule "D", attached to and formingpart of this bylaw, are authorized to provide Rescue services inaccordance with this bylaw.-

Fire Departments' may only provide those services they are duly qualified to-provide.

Correction of Immediate Hazards

- 19.30. Whenever the Fire Chief finds combustible or explosive material, flammable liquids or hazardous chemicals being used, stored or kept in such a manner as to constitute a threat to persons or property, the Fire Chief may, verbally or in writing, order the owner, tenant, occupant or agent responsible to remove the combustible or explosive material, flammable liquid, or hazardous chemical immediately from the building or premises.
- 20.31. Whenever the Fire Chief finds a building, structure or premise or part thereof which is unoccupied and which, in the opinion of the Fire Chief, is not being kept in a safe condition to guard against fire or the risk of fire or other dangerous risk or accident, the Fire Chief may order the owner, tenant, occupant or agent responsible to remedy the dangerous condition and to secure the building, structure or premise or part thereof in such a manner as to prevent any unauthorized use by any person while it is unoccupied.
- 21.32. In the event of an immediate hazard, if the owner, tenant, occupant or agent responsible refuses or neglects to comply with the order of the Fire Chief to remedy the hazardous condition, or if the owner, tenant, occupant or agent responsible for the building or area cannot be located, the Fire Chief may take such action as is appropriate, without notice and at the expense of the owner, and the RDOS shall recover the expense thereof with costs, in a like manner as property taxes.

Page 12 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw **22.**<u>33.</u> Without limiting the generality of the foregoing, when immediate measures must be taken to avoid imminent danger of fire or risk of accident, the Fire Chief may cause the evacuation of any building or area, he may order that the building or area remain evacuated until the hazard is removed, and the Fire Chief may direct the RCMP and other municipal officials to assist in this regard.

Offences

- 23.34. No person at an Incident shall obstruct, hinder or delay a Member or other person assisting or acting under the direction of the Fire ChiefIC.
- 24.<u>35.</u> No person shall drive any vehicle over any equipment or <u>Emergency Equipment, including</u> fire hose, without the permission of the <u>Fire ChiefIC</u>.
- 25.36. No person shall obstruct or otherwise interfere with access roads or streets or other approaches to any fire incident<u>Incident</u>, fire hydrant, cistern, or any connections provided to a fire main, pipe, standpipe, sprinkler system or any body of water designated for firefighting purposes.

26.37. No person shall falsely represent himself as a Fire Department Officer or Member.

Bylaw Enforcement

- 27. The Designated Officer may enforce this bylaw within any Fire Protection Service Area in the RDOS. In relation to any particular Fire Protection Service Area, the Fire Chief in such area shall be responsible for the enforcement of the provisions of this bylaw.
- <u>38.</u> Without limiting the right of entry of a Member during an Incident, the <u>Subject to the</u> Operational Guidelines and any direction from the Designated Officer, the Fire Chief may designate other Members to enforce this bylaw or any portion thereof.
- 39. Any person authorized to enforce this bylaw in a particular Fire Protection Service Area, <u>may</u> inspect any building or premises, and in such area for such purpose may at allreasonable hours, and upon producing proper identification, enter into and upon the building or premises to conduct an inspection to determine compliance with the requirements of this bylaw. In relation to any entry onto property or into premises, other than in connection with an Incident, the entry shall be made subject to and in accordance with:

28.(a) the provisions of this bylaw.section 16 of the Community Charter, and/or

Page 13 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw

(b) the provisions of the Fire Safety Act and the regulations made thereunder,

- (c) as determined to be appropriate in circumstances by the Fire Chief or his designate.
- 29.40. The Fire Chief may order any person who contravenes this bylaw to take such measures as are specified in the order to forthwith remedy the non-compliance with this bylaw.

Information in an Order

<u>30.41.</u> An order issued pursuant to this bylaw shall contain at least the following information:

- (a) The name and address of the person upon whom the order is served;
- (b) The day on which the offence is alleged to have been committed;
- (c) The address of the premises under consideration;
- (d) Reasonable particulars of this bylaw with respect to which the noncompliance is alleged;
- (e) A requirement that the person served shall remedy the non-compliance; and
- (f) A prescribed time frame during which the non-compliance must be remedied.

Right to Appeal

31.42. All appeals orders may be appealed to the CAO.

Penalties

32.43. Every person commits an offence who:

- (a) Fails to comply with an order issued pursuant to this bylaw; or,
- (b) Fails to provide information or assistance as required by this bylaw; or,
- (c) Knowingly states anything false in information delivered or furnished to the Fire Chief or any Member of the Fire Department in relation to a matter governed or covered by this bylaw; or,
- (d) Obstructs or interferes with an inspection under this bylaw.

Page 14 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw

 4.45. Each day's continuance of an offence under this bylaw constitutes a new and distinct offence. 4.45. A person commits an offence who violates any provision of this bylaw and shall be liable, on conviction: 	Formatted: Character scale: 100%	
 (a) to a- fine in the maximum amount of Ten Thousand Dollars (\$10,000.00) or to imprisonment; for no more than Six (6) months, or both; and 		
(b) in case of a continuing offence, to a further penalty for each day during which the offence continues as provided by the Offence Act.		
The penalties hereunder shall be in addition to and in substitution for any other penalty or remedy available under this bylaw, the <i>Local Government Act</i> , other Bylaw of the RDOS, the <i>Fire Services Act</i> or law.		
6-47. Notwithstanding any section of this bylaw, where a person upon whom an order has been served fails to comply with the order and has not appealed from the order, or has appealed from the order and a decision has been rendered against him, the Board may take the necessary action to perform the work required by the order, and the Board may recover the expenses thereof with costs, in a like manner as property taxes.		
everability		
7.48. If a portion of this bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phraseportion so severed.		
Superiority Clause		
8.49. Wherever this Bylawbylaw sets out Fire Service Regulationsregulations with respect to Fire Departments and other such RDOS bylaws contain Fire Service Regulationssimilar or		

Bylaw No. 2566, 2011 Emergency Services Bylaw contradicting regulations, this Bylaw is deemed to prevail.

Coming into Force

<u>39.50.</u> This bylaw shall come into full force and effect upon final passage thereof.

Page 16 of 22 Bylaw No. 2566, 2011 Emergency Services Bylaw

Repeal of Bylaws

51. Upon this bylaw coming into force, the following bylaws, including all amendments thereto, are hereby repealed:

(a) Emergency Services Bylaw 2566, 2011

(b) Anarchist Mountain Volunteer Fire Department Establishment Bylaw No. 2335, 2005.

(c) Kaleden Volunteer Fire Department Establishment Bylaw No. 1572, 1995.

(d) Keremeos & District Volunteer Fire Department Establishment Bylaw No 2094, 2001.

(e) Naramata Fire Department Establishment Bylaw No. 1652, 1995.

(f) Okanagan Falls Volunteer Fire Department Establishment Bylaw No. 1571, 1995.

(g) Tulameen & District Fire Department Establishment Bylaw No. 1580, 1995.

(h) Willowbrook Volunteer Fire Department Establishment Bylaw No. 1579, 1995.

READ A FIRST, SECOND AND THIRD TIME this 4th day of August, 2011_

ADOPTED by at least 2/3 of the Votes -this 4th day of August, 2011

RDOS-Board Chair

Chief Administrative Officer

Formatted: Font: 9 pt

Formatted: Normal, Right, Tab stops: 5.12", Left



Formatted: Normal, Line spacing: Exactly 10 pt Formatted: Font: 10 pt

			(
A Pogional District	of Okanagan Similkameen	_	Formatted: Normal, Line spacing: Exactly 10 pt	
Regional District	J, Okanagan Simikameen		Formatted: Font: 10 pt Formatted	
Bylaw No. 25	66, 2011 2792, 2017	_	Formatted	
	<u> </u>		Tomated	()
Se	shedule <mark>,</mark> "A"		Formatted	
Fire Pro	tection Services		Formatted	
	e following Fire Protection Service Areas have been		Formatted	
	orresponding Fire Departments are authorized listed			
below:				
Fire Services Establishment	Fire Department			
File Services Establistifient	Anarchist Mountain Fire Department			
	Kaleden Fire Department			
	Keremeos Fire Department			
	Naramata Fire Department			
	Okanagan Falls Fire Department			
	Tulameen Fire Department			
	Willowbrook Fire Department			
	winowbrook rife Department			
The RDOS may establish or create additional	Fire Protection Service Areas from time to provide al	⊾	Formatted: Indent: Left: -0"	
aspects time. Upon their creation and the esta	blishment of fire protection in accordance with this	>	Formatted	
	blishment of fire protection in accordance with this- Fire Service shall be deemed to be added to this	\geq	Formatted	
bylaw:the corresponding Fire Department, the	blishment of the protection in accordance with this Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw.	_>	Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw.	_>	Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire E	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw.		Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteor Fire E Kaleden Volunteer Fire Department	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department		Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteor Fire E Kaleden Volunteer Fire Department Keremees and District Volunteer Fire	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department		Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Kaleden Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department		Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Department Tulameen Volunteer Fire Department	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department artment- nt		Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Kaleden Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Departme Okanagan Falls Volunteer Fire Dep	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department artment- nt		Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteor Fire Department Kaledon Volunteor Fire Department Keremees and District Volunteor Fire Naramata Volunteer Fire Departme Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department artment- nt- nt- nent-			
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted Formatted: Indent: Left: 0", First line: 0"	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteor Fire Department Kaleden Volunteor Fire Department Keremees and District Volunteor Fire Naramata Volunteer Fire Departme Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which			
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0"	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0"	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0"	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0"	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0"	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0"	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0"	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0" Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0" Formatted	
bylaw:the corresponding Fire Department, the Schedule A, and the Fire Department and Fire Anarchist Mountain Volunteer Fire Department Keremees and District Volunteer Fire Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Departme Willowbrook Volunteer Fire Departme Willowbrook Volunteer Fire Departme	Fire Service shall be deemed to be added to this Protection Service Area covered by this bylaw. Department Department of artment- nt- nent- partment is restricted to the level of service for which		Formatted: Indent: Left: 0", First line: 0" Formatted	

		Formatted	
	\prec	Formatted	
Regional District of Okanagan Similkameen		Formatted	 [
		Formatted	
Bylaw No. 2566, 2011		Formatted	 [
		Formatted	
Schedule, "B"		Formatted	
		Formatted	
Auto, Extrication Services	Y	Formatted	
The following Fire Departments are authorized to provide auto extrication the following		Formatted	
services in accordance with this bylaw:		Formatted	
	7 M Y	Formatted	
		Formatted	
Auto Extrication		Formatted	
Anarchist Mountain, Volunteer-Fire, Department		Formatted	
Kaleden Volunteer Fire Department		Formatted	
Naramata Volunteer-Fire Department		Formatted	
Okanagan Falls Volunteer Fire Department		Formatted	
Keremeos and District Volunteer Fire Department		Formatted	
		Formatted	
The assistance to be provided by the Fire Department is restricted to the level of service for which each Fire Department and individual firefighter is certified to provide.		Formatted	
which each Fire Department and individual firefighter is certified to provide.		Formatted	
		Formatted	
Page 19 of 22		Formatted	
Bylaw No.	/		
Regional Fire Services Bylaw	1		

Regional District of Okanagan Similkameen

Bylaw No. 2566, 2011

Schedule "C"

Medical First Responder Program Services

The following Fire Departments are authorized to provide First Responder Program Services in accordance with this bylaw:

Kaleden Volunteer Fire Department

Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Department

The assistance to be provided by the Fire Department is restricted to the level of service for which each Fire Department and individual firefighter is certified to provide.

Formatted: Normal, Line spacing: Exactly 10 pt Formatted: Font: 10 pt

Formatted: Font: Bold, Underline, Underline color: Auto

Formatted: Font: Bold, Underline, Underline color: Auto

Formatted: Font: Bold, Underline, Underline color: Auto, Not

Formatted: Left

Expanded by / Condensed by

Formatted: Indent: Left: 0"

Formatted: Font: Bold, Underline

Formatted: Not Expanded by / Condensed by Formatted: Character scale: 100%

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by Formatted: Character scale: 100% Formatted: Indent: Left: 0", First line: 0" Formatted: Not Expanded by / Condensed by Formatted: Not Expanded by / Condensed by Formatted: Character scale: 100%

Formatted: Font: 9 pt

Formatted: Normal, Right, Tab stops: 5.12", Left



Regional District of Okanagan Similkameen

Bylaw No. 2566, 2011

Schedule "D"

Fire Inspection Service

The following Fire Departments are authorized to provide a Fire Prevention Program in accordance with this bylaw:

Okanagan Falls Volunteer Fire Department Keremeos and District Volunteer Fire Department

The program to be provided by the Fire Department is restricted to the level of service forwhich each Fire Department and individual firefighter is certified to provide. Formatted: Font: Bold, Underline, Underline color: Auto
Formatted: Left

Formatted: Font: Calibri, Bold, Underline

Formatted: Not Expanded by / Condensed by Formatted: Not Expanded by / Condensed by Formatted: Not Expanded by / Condensed by Formatted: Character scale: 100% Formatted: Indent: Left: 0", First line: 0" Formatted: Indent: Left: 0" Formatted: Not Expanded by / Condensed by Formatted: Not Expanded by / Condensed by Formatted: Not Expanded by / Condensed by Formatted: Not Expanded by / Condensed by

Formatted: Character scale: 100%

Page 21 of 22 Bylaw No. Regional Fire Services Bylaw Formatted: Normal, Right, Tab stops: 5.12", Left

Formatted: Font: 9 pt

Regional District of Okanagan Similkameen

Bylaw No. 2566, 2011

Schedule "E"

Rescue Services

The following Fire Departments are authorized to provide the following specialized rescue services in accordance with this bylaw:

Still Water Rescue

Naramata Volunteer Fire Department Kaleden Volunteer Fire Department Okanagan Falls Volunteer Fire Department

Swiftwater Rescue

None at this time

Ice Rescue

None at this time

Low Angle Rescue

Anarchist Mountain Volunteer Fire Department Kaleden Volunteer Fire Department Keremeos and District Volunteer Fire Department Naramata Volunteer Fire Department Okanagan Falls Volunteer Fire Department

Hi-AngleTechnical Rope Rescue

None at this time

The assistance to be provided by the Fire Department in each identified function is restricted to the level of service for which each Fire Department and individual firefighter is certified to provide.

Formatted: Character scale: 100%

Formatted: Normal, Right, Tab stops: 5.12", Left

Formatted: Font: 9 pt

Page 22 of 22 Bylaw No. Regional Fire Services Bylaw



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee Thursday, December 07, 2017 1:15 p.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA RECOMMENDATION 1

THAT the Agenda for the Environment and Infrastructure Committee Meeting of December 07, 2017 be adopted.

B. SKAHA ESTATES SEWER EXPANSION PROJECT – 2018 BUDGET

To receive guidance from the Board of Directors on the funding allocation for the Skaha Estates Sewer Extension to Okanagan Falls project.

RECOMMENDATION 2

THAT the Regional District proceed with the predesign for the Skaha Estates Sewer Expansion Project, at an estimated total cost of \$337,500.

C. SOUTH OKANAGAN CONSERVATION FUND – TECHNICAL ADVISORY COMMITTEE RECOMMENDATIONS FOR FUNDING

1. Recommendations

To approve funding for project applications to the Environmental Conservation Service (South Okanagan Conservation Fund) as recommended by the Technical Advisory Committee (TAC).

RECOMMENDATION 3

THAT the Board of Directors approve the South Okanagan Conservation Fund Technical Advisory Committee recommendations for funding South Okanagan Conservation Fund projects in 2018, as follows:

- Ø Locatee Lands Project Securement of CP 40-4, En'owkin/PIB \$57,755
- Fish Spawning Areas/Reconnection of Floodplain in Penticton Creek, ONA/PIB -\$40,260
- **Ø** Fish Passage at Ellis Creek sediment basin, ONA/PIB \$50,000
- Ø White Lake Basin Park Rill Creek East Property Securement, Nature Trust -\$200,000
- **Ø** Invasive-Free Certification Program, OASISS \$6,415
- **Ø** OSCA Eco-management Project, OSCA/OCBP \$12,150

D. ADOPTION OF THE REGIONAL WATER CONSERVATION STRATEGY

1. Regional Water Conservation Strategy dated November 14, 2017

To consolidate and expand the existing Regional District water conservation plans within a new Regional Water Conservation Strategy. One strategy will help maintain water availability for Regional District water users through the permitting of efficient and cost-effective water use practices.

RECOMMENDATION 4

THAT the Board of Directors approve the "Regional Water Conservation Strategy" as attached to the December 7, 2017 Administrative Report.

E. ADJOURNMENT



ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Skaha Estates Sewer Expansion Project – 2018 Budget

Administrative Recommendation:

THAT the Regional District proceed with the predesign for the Skaha Estates Sewer Expansion Project, at an estimated total cost of \$337,500.

Purpose:

To inform the Board of uncertainties regarding the Skaha Estates Sewer Extension to Okanagan Falls project.

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:

At the October 19, 2017 Board meeting the following resolution was passed:

Award of Predesign for Skaha Estates Sewer Expansion Project

THAT the Board not reallocate funding from the Regionally Significant Project gas tax funds from the "Okanagan Falls Wetlands Enhancement" project to the "Predesign of the Skaha Estates Sewer Extension to Okanagan Falls" project; and

THAT the expenditure of \$120,000 to \$360,000 from the Rural Projects Area D budget to move the Skaha Estates sewer project forward be approved.

Skaha Estates Sewer System

The addition of the Skaha Estates and Kaleden communities into the Okanagna 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 sewering of Skaha Estates and Kaleden the top priotiy for the Regional District.



In 2015, an application was submitted to the Building Canada Fund – Small Communities Fund (BCF-SCF) for the sewering 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. The application for bringing sewer to the Skaha Estates community requested a grant of about \$8.4 Million. In March of 2017, the RDOS was notified of the awarding of the BCF-SCF grant for the Skaha Estates project at a value of \$6.6 Million.

Analysis:

A full predesign for the Skaha Estates sewer system is currently estimated to cost \$337,500. The completion of the predesign work is critical prior to:

- Opening discussions with MOTI to cover costs of work along Eastside Road; and,
- Obtaining improved estimates for Skaha Estates property owners on the expected capital and operating costs for the project.

Uncertainties:

- 1. The BCF Grant was obtained on the understanding that the project would proceed and the Regional District was able to contribute it's 1/3 of the cost.
- 2. Proceeding with the predesign prior to creating a service and without the assent of the ratepayers puts the Regional District at risk of having to return the total amount of the grant to the funder if the project ceases at predesign.
- 3. UBCM will neither confirm or deny that a full refund is required if the project does not proceed, but they refuse to state their intentions in writing or amend the BCF Contract.
- 4. If the BCF Funds spent on predesign are not refundable, but the project does not gain assent, Area D residents in Apex, Kaleden and other parts of Area D may question why they are charged for a project that they receive no direct or indirect benefit from. This concern would be tripled if full reimbursement is required.

2018 Budget Implications

In the current draft of the 2018 budget for Rural Projects Area "D", a tax requisition for the 1/3 RDOS contribution (\$112,500) for the Skaha Estates Sewer Extension predesign work has been included. In addition, an anticipated contribution of \$225,000 from the BCF-SCF grant has also been assumed.

Should the RDOS be required to cover the full costs of the predesign work, the taxation requisition in 2019 would have to be increased to recover the estimated shortfall of \$225,000.

Respectfully submitted:

Janine Dougall

J. Dougall, Public Works Manager

Https://Portal.Rdos.Bc.Ca/Departments/Officeofthecao/Boardreports/2017/20171207/Environment/B. Skaha Estates 2018 Budget -Board Report.Docx File No: Click here to enter text.





ADMINISTRATIVE REPORT

RE:	South Okanagan Conservation Fund - Technical Advisory Recommendations for Funding
DATE:	December 7, 2017
FROM:	B. Newell, Chief Administrative Officer
TO:	Board of Directors

Administrative Recommendation:

THAT the Board of Directors approve the South Okanagan Conservation Fund Technical Advisory Committee recommendations for funding South Okanagan Conservation Fund projects in 2018, as follows:

- **Ø** Locatee Lands Project Securement of CP 40-4, En'owkin/PIB \$57,755
- Sish Spawning Areas/Reconnection of Floodplain in Penticton Creek, ONA/PIB \$40,260
- **Ø** Fish Passage at Ellis Creek sediment basin, ONA/PIB \$50,000
- Ø White Lake Basin Park Rill Creek East Property Securement, Nature Trust \$200,000
- Ø Invasive-Free Certification Program, OASISS \$6,415
- OSCA Eco-management Project, OSCA/OCBP \$12,150

Purpose:

To approve funding for project applications to the Environmental Conservation Service (South Okanagan Conservation Fund) as recommended by the Technical Advisory Committee (TAC).

Reference:

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

Background:

In December 2016, the Regional District of Okanagan Similkameen, with public assent, adopted Bylaw No. 2690 to establish an Environmental Conservation Service for the Electoral Areas "A", "C", "D", "E", "F", the City of Penticton, District of Summerland, and the Town of Oliver.

The funds requisitioned are in support of undertaking and administering activities, projects, and works that include, but are not limited to, water, environment, wildlife, land and habitat conservation efforts to protect natural areas within the participating areas of the Regional District of Okanagan-Similkameen.

At the June 1, 2017 Board meeting, the Board of Directors approved a Terms of Reference to guide implementation of the fund, including the application process, criteria for elegible projects and Technical Advisory Committee (TAC) to provide expertise in the evaluation of proposed projects. The Terms of Reference are attached to this report for reference.



The purpose of the TAC is to:

- (a) Ensure that all proposals to the Fund receive an expert technical review based on a fair assessment of merit and project effectiveness;
- (b) Provide a high level of accountability in the review process; and
- (c) Provide recommendation on technically appropriate proposals to the Board of Directors

The TAC (approved by the Board in August 2017), is comprised of seven volunteer members, with expertise in each theme area of hydrology, ecology, conservation biology, ecosystems (sensitive terrestrial and aquatic), restoration and enhancement of habitat, fish and wildlife conservation including species at risk. The 7 TAC members represent over 170 years of combined experience, 13 post secondary degrees/diplomas and 5 are members of professional associations. The TAC operates in accordance with the Terms of Reference. A brief biography for each of the candidates is noted in Appendix 'A' of this document, for the Board's reference.

The Conservation Fund call for project proposals opened September 1 and closed September 29th 2017. The opportunity to apply was advertised widely in South Okanagan media, on RDOS and SOSCP websites, and distributed throughout the SOSCP conservation partner network. Proponents were provided with written application guidance in accordance with the Terms of Refrence, as well as having any questions answered by the administrator if contacted. Fifteen proposals were received, totaling just over \$576,000.

After an RDOS administrative review, the TAC undertook a technical evaluation process guided by the Terms of Reference Technical Evaluation Criteria including; Technical Feasibility, Cost Effectiveness, Cost Sharing and Project Effectiveness, resulting in a list of technically appropriate proposals to the Board.

Analysis:

The Technical Advisory Committee reviewed individually all fifteen proposals, using the following criteria to evaluate, and then met as a committee to establish a final ranking by consensus.

Project Qualifications

- the project falls within the SOCF Service Area
- the project addresses at least one IUCN threat to biodiversity targets
- Ø the project meets the basic requirements for an eligible activity
- If the proponent is a registered non-profit organization, local government, First Nations Band or partnered with qualified organization
- It the proponent is prepared to present on the outcomes of their work and submit a written interim and final report on an annual basis.

Project Effectiveness & Feasibility

- Seasibility 10 points
- Ocost Effectiveness 5 points
- **Ø** Cost Sharing 5 points



Ø Project Effectiveness – 20 points

Appendix 'A' of this report contains a summary of projects in order of ranking.

Next Steps:

Administration will advise the successful proponents and initiate contracts required prior to the provision of funding. The proponents are required to provide an interim report and the Board will be advised of the progress at that time and at completion of the project.

Unsuccessful proponents will be informed of the outcome and provided feedback on their submissions.

Administration would like to acknowledge the significant work undertaken by the Technical Advisory Committee. Each member fully reviewed, researched and provided extensive technical comments on all fifteen submissions in advance of the committee meeting and followed that up with a full-day meeting to arrive at the recommendations contained herein. That time commitment and expertise is very much appreciated.

Alternatives:

- 1. THAT the Board of Directors approve the administrative recommendation contained within this report.
- 2. THAT the Board of Directors defer a decision on the recommendation contained within this report pending further information from administration..
- 3. THAT the Board of Directors approve specific projects only.

Communications:

An information release will be issued advising the public of the successful proponents and the projects to be undertaken.

The RDOS website will include a webpage which will outline the projects and document the progress of each, as it is reported.

Respectfully Submitted

"Christy Malden"

C. Malden, Manager of Legislative Services

Final South Okanagan Conservation Fund Technical Advisory Committee Recommendations 2017

Recommended for Funding

Proponent	Partners		Amount Requested for 2017	Multi- year	TOTAL POII / 40
The Okanagan Indian Educational Resources Society (OIERS / En'owkin Centre)	Penticton Indian Band	(trusted PIB members) who enter into a Bare Trust Agreement and renewable 49-year Lease Agreement to hold the purchased CP parcels in trust, in perpetuity, for all PIB members for the purposes specified in the agreement (i.e., for environmental protection and ecologically sustainable cultural use). Through the agreements, the En'owkin Centre maintains a legal controlling interest in the purchased CP parcels. Benefits to the region include water quality and quantity, protection of	\$57,755.00	Single	36
Okanagan Nation Alliance	The Okanagan Indian Educational Resources Society (OIERS En'owkin Centre)	This project will construct two inter-connected habitat restoration projects. First, restore natural spawning and rearing areas for native salmonids (Sockeye, Kokanee, Steelhead and Rainbow Trout) in the Okanagan River and second, restore and reconnect the adjacent historic floodplain for native Chinook and wildlife including federally and/or provincially listed species on the ECOmmunity Place Locatee Lands Floodplain. Channelization in the 1950s has extremely reduced salmon spawning opportunities in the Penticton Channel section of the Okanagan River. The channel is mostly unsuitable for spawning in its current condition. The Canadian Okanagan Basin Technical Working Group (COBTWG), identified this section of Penticton Channel as most promising for development of spawning areas for anadromous and resident salmonids. This project also proposes to re-engage the historic floodplain (12 ha landbase) over phased construction stages, restoring aquatic refuge for native fish and wildlife. The area is also an important ecological and cultural educational center for all residents of the Okanagan.	\$40,260.00	Year 1 of 2	35
Okanagan Nation Alliance	Penticton Indian Band	This project will redesign the current sediment catchment basin in Ellis Creek, creating fish passage year round, opening up 4 km of potential salmon spawning habitat, allow the creek to function more naturally, and will improve the current routine sediment extraction operations. Ellis Creek currently supports indigenous fish species including Longnose Dace and Rainbow Trout, but historically also supported Kokanee and anadromous salmon. Providing fish passage at this migration barrier and restoration of Ellis Creek has been identified by members of the Canadian Okanagan Basin Working Group (COBTWG) as one of the habitat restoration priorities for the South Okanagan. Ellis Creek sediment catchment basin was constructed near the creek's mouth in the 1950's, along with river channelization works, to retain sediment and prevent it from entering Okanagan River. The catchment basin is bounded by a constructed rock weir that is not passable by fish species year round, and the need for ongoing sediment extraction is expensive, and negatively impacts the instream and adjacent riparian vegetation.	\$50,000.00	Year 1 of 2	35
Okanagan Similkameen Stewardship Society	N/A	Okanagan Similkameen Stewardship Society will engage residents throughout the entire fund service area in voluntary stewardship and enhancement of sensitive habitats. By providing residents with information, training, and technical assistance, we will increase the amount of habitat set aside and restored. This project will empower and engage local residents in taking on conservation and stewardship projects in their neighbourhoods. The activities will engage at least 30 stewards in improving the management of over 1000 acres and enhance and restore over 50 acres of wildlife habitats. Supporting landowners and residents, including in the agricultural sector, in applying best management practices, stewardship, enhancement and land conservation for wildlife and sensitive ecosystems at on a voluntary basis is critical.	\$38,000.00	Single	33
The Nature Trust of British Columbia	N/A	This project will secure 32.2 hectares of important habitat for species at risk, through the fee simple purchase of a private land inholding within the White Lake Basin Biodiversity Ranch. This property is surrounded by TNTBC's White Lake Basin Biodiversity Ranch Property Complex of 8056 ha on three of the property boundaries, it is near the community of Twin Lakes and in a biogeoclimatic zone of provincial conservation concern. This property is a high priority of the SOSCP Habitat Securement Team, contains Critical Habitat for a number of SARA species at risk, and has a conservation rank of "very high" within the Biodiversity Conservation Strategy for the South Okanagan-Similkameen (2012). The Nature Trust of BC (TNTBC) has been working with the landowners for 10 years to secure this key inholding for conservation. In 2017, a Purchase and Sale Agreement was negotiated, with an anticipated closing date of October 2018.	\$200,000.00	Single	33
Okanagan and Similkameen Invasive Species Society	N/A	invasive plant prevention and management into the practices of horticulture and landscape companies serving the South Okanagan. This will be accomplished through the provision of two invasive-free certification workshops and through the development of a handout that outlines best management practices to avoid		Single	30
	The Okanagan Indian Educational Resources Society (OIERS / En'owkin Centre) Okanagan Nation Alliance Okanagan Nation Alliance Okanagan Nation Alliance Okanagan Similkameen Stewardship Society The Nature Trust of British Columbia Okanagan and Similkameen	The Okanagan Indian Penticton Indian Band Educational Resources Society (OIERS / En'owkin Centre) The Okanagan Indian Okanagan Nation Alliance The Okanagan Indian Educational Resources Society (OIERS Society (OIERS) The Okanagan Indian Educational Resources Society (OIERS En'owkin Centre) En'owkin Centre) Okanagan Nation Alliance Penticton Indian Band Okanagan Nation Alliance Penticton Indian Band Okanagan Similkameen N/A Stewardship Society N/A The Nature Trust of British N/A Columbia N/A	The Description Production (disposed here in the product of place in the Posticular (the scrave) of rare and endargened localing diparties and wellawd healties to Christical or Posticular (the scrave) of rare and endargened localing diparties and wellawd healties to Christical or Posticular (the scrave) of rare and endargened localing diparties and wellawd healties to Christical or Posticular (the scrave) of rare and endargened localing diparties and wellawd healties to Christical or Posticular (the scrave) of the scrave of the sc	Import Partner Control Control Control In Control Performance in Contro Performance i	proposetprintprintpriority

OINTS	Rationale
6	Well written proposal, clearly identifies how this project fits into the context of biodiversity conservation in the Okanagan region. Securement of this habitat type, in this area - is a rare opportunity. High biological values. On-going restoration and land management in future is of interest to ensure effectiveness for biodiversity conservation. Appreciate that the securement mechanism is different on Reserve vs fee simple private land because of the limitation of the Indian Act. Good cost sharing with other funders confirmed >70%.
5	Okanagan River and oxbows/adjacent riparian high need for restoration. Clear goals, well written and include detailed project charter and measures of success. High quality organization with excellent expertise and project management. Good oversight by Canadian Okanagan Basin Technical Working Group that brings experience and expertise to develop priorities for in-stream works. Good partner involvement and cost sharing, could achieve high value for low SOCF investment; significant outside contributions at 98%, but large portion is still Pending;
5	ONA fisheries have demonstrated high level of expertise with fisheries and aquatic habitat restoration. Excellent partnerships identified in the proposal. The potential to open up the habitat for salmonids provides a lot of biodiversity benefits. This project will add to investments recently made upstream for fish passage. Project should achieve high value for relatively low local investment, good cost sharing, high level of outside contributions (80%). The COBTWG working group oversees and makes decisions about priorities about fisheries and habitat projects - and provides strong support for this proposal. Good monitoring and evaluation plan. Clear objectives, measures for success.
3	Well-written proposal with experienced project delivery staff and broad- base of funding support. Most investment goes directly to on-the- ground habitat restoration expenses and people needed to make it happen. Good cost sharing, other sources of funding strong (>80% outside funding and in-kind committments) and ensure targeting to wetlands, wildlife, and species at risk habitats.
3	High biodiversity vlaues, adding to the complex of other conservation lands.Land acquisition benefits are clear. High number of speciesa at risk and important for connectivity. Property high priority for securement > 20 years. Well written proposal, scientific goals sound. Large funding request but long term benefits for high priority habitats/species. Good cost sharing, 80% of funding coming from outside sources, however, all pending at this time. This is a highly significant area to the Okanagan nation, need to include Syilx values and perspectives.
)	This is a well written proposal, from a strong, consistent group with experienced project delivery staff. Certification idea is positive. This is much more than outreach, given the nature of targeted audience, and working toward tangible changes in behaviours and practices. Problem with ongoing evaluation and follow up for effectiveness. Preventative actions are positive, especially that target non-traditional audiences. Invasive species approach to targeting nurseries was identified by province wide invasive species program, and has identified delivery through regional programs such as OASIS. Low cost, and good level of other matching and in-kind 47%.

Final South Okanagan Conservation Fund Technical Advisory Committee Recommendations 2017

Recommended for Funding OSCA Eco-management Project: Managing At-Risk Wildlife in the Workplace	5	at Program	Eco-management Project 'Managing At-Risk Wildlife in the Workplace' will benefit the South Okanagan region by reducing threats to important species at risk including bats, snakes, amphibians, and birds through targeted sector workshops and outreach. Eco-management activities are two-fold, and include 1) workshops for agriculture and related industries to adopt practices to conserve biodiversity including species at risk and their haibtats, and 2) outreach to targeted industries such as pest control, roofing, and others to reduce bat mortality and habitat destruction specific to increasing awareness and managing bats in buildings. OSCA works closely through partnerships in the region and coordinates this work with the Okanagan Similkameen Stewardship Society, BC and Okanagan Community Bat Programs and others to coordinate and deliver this work.	\$12,150.68	Single	29
--	---	------------	---	-------------	--------	----

Western Bat Conservation: Establishing Critical Baseline Information	WCS Wildlife Conservation Society Canada	N/A	This project will start by establishing baseline and monitoring trends in diversity and relative abundance of species of bats in the south Okanagan to inform bat management strategies. Wildlife Conservation Society (WCS) Canada is proposing to implement the NABat monitoring in the South Okanagan. This involves deploying stationary and mobile bat detectors which record bat ultrasound (species-specific in most cases). We will strategically select four 10 km x 10 km grid cells (pre-defined by the international sampling framework) for this 5-year baseline monitoring. White Nose Syndrome (WNS) is a deadly fungal disease that kills bats while they hibernate and has devastated bat populations in eastern US states and Canadian provinces since its discovery in 2006. In March 2016, WNS was discovered in Washington State, 150 km from the BC border. Its detection in southern BC a hotspot for bat biodiversity in Canada is likely imminent. It is therefore urgent to conduct disease surveillance and to immediately establish baseline information about bats in south Okanagan before WNS arrives.	\$23,080.00	Multi-year Request for 5 years of funding. Limit is 3.	34	Administrative note: While this project scored highly by the TAC, there was acknowledgement that it is a research only project and perhaps does not meet elegibility of the funding program.
Prairie Creek Daylighting Project	Summerland Sportsmen's Association	South Okanagan Montessori School Society	Our proposal is to "daylight" and that portion of Prairie Creek bringing it back aboveground. At the same time we will meander the channel, create sediment trapping areas, and replant riparian vegetation to restore natural infiltration and absorption zones, and habitat. Prairie Creek is a channelized stream in Summerland. Prior to European settlement, the Creek meandered through a large, level floodplain area now known as Dale Meadows, which is currently a mix of agricultural, recreational residential landscape. 130 meter portion of Prairie Creek runs in an underground culvert.	\$25,000.00	Single Year	28	TAC: Not recommended for funding at this time.
Love Your Lakes - Shoreline Stewardship & Restoration	Southern Interior Land Trust	Love Your Lake Program; Watersheds Canada & Canadian Wildlife Federation	The primary objective is to maintain ecosystems service functions provided by shorelines and associated riparian areas by increasing shoreline landowner understanding of human-related impacts to water quality and quantity; identifying and prescribing opportunities for protecting and enhancing shoreline fish and wildlife habitats; and inspiring and achieving public action to restore, enhance and protect shorelines. This project is a property-by-property shoreline assessment of private and public lakeshore lands, including demonstration of riparian restoration practices on public lands. This project will help facilitate recognition of private land impacts to South Okanagan lakes, water and wildlife, promote shoreline restoration and improve the ecosystem services of wildlife habitat supply and connectivity, and water quality.	\$39,556.00	Year 1 of 3	27	TAC: Not recommended for funding at this time.
Transboundary Lynx Habitat Connectivity and Climate Resilience	Southern Interior Land Trust	Trent University (Peterborough Ontario)	In 2018, the Trent PhD study will include RDOS Electoral Areas D, C and A. We propose to build on the existing Trent University project to support and more fully engage South Okanagan fur trappers in the study, resulting in a better understanding of the location of movement linkages between the South Okanagan and northern Washington lynx and bobcat populations. The study will identify key environmental drivers of lynx habitat use and movement, and thus allow for the development of better predictions of how lynx distribution will respond to ongoing habitat and climate changes. Movement of lynx between BC (managed for commercial harvest) and Washington State (state-listed endangered) and the impacts of human-caused mortality on transboundary connectivity, is poorly understood, and one of the top three applied research priorities for lynx according to the Transboundary Lynx Working Group within the Cascadia Partner Forum.	\$9,944.00	Year 1 of 2	27	TAC: Not recommended for funding at this time.
Penticton Oxbows Ecosystem Restoration	Okanagan Nation Alliance	Penticton Indian Band	The project will focus on restoring riparian and aquatic habitat in the oxbow commonly known as the PIB Oxbow, with portions both adjacent to and within privately owned PIB Band lands. While this particular Oxbow is on PIB reserve, it is part of a much larger urban wetland system that services the valley bottom across jurisdictional boundaries. Penticton Oxbows provide an array of important ecological services to the South Okanagan Region, both through a rich spectrum of biodiversity and by providing urban wetland services that assist the Regional District with storm water runoff, water and air quality.	\$42,982.50	Single	25	TAC: Not recommended for funding at this time.
Farmland Advantage South Okanagan Pilot	Okanagan-Similkameen Stocl Association	k Farmland Advantage Project	Farmland Advantage(FA) is developing a program that works with farmers to help them take extraordinary conservation actions through a pilot project that will be scaled up to a larger program within this and other regions. Farmland Advantage contracted a rancher to maintain a number of stewardship practices and infrastructure infrastructure at a site he uses for cattle grazing in the South Okangan Wildlife Management Area (SOWMA) for 5 years (dependant on funding). The proposed funding will help pay for one year of this contract to ensure that the benefits will continue to be realized and to scientifically and economically quantify the ecological results of the project and their value to society. Much of the regions important ecological areas are owned or managed by farmers who have limited resources to dedicate to stewardship. A watershed scale program that supports farmers to implement and maintain evidence based stewardship solutions is required. The proposed project is important for conservation because it will lead to a regional program that protects and enhances habitat that improves water quality, fishing opportunities, species at risk populations and overall quality of life for people in the South Ok. A number of stewardship practices have been implemented and maintained to conserve and enhance the important ecological values mentioned above.	\$5,389.50	Single	20	TAC: Not recommended for funding at this time.
Re-introduction of Burrowing Owls (Athene cunicularia) at Vaseux-Bighorn National Wildlife Area through grassland restoration	The Burrowing Owl Conservation Society of British Columbia	Environment and Climate Change Canada, Canadian Wildlife Service Branch	This project will: restore a portion of the Vaseux-Bighorn National Wildlife Area (NWA) to a native grassland that can support native plants and animals; reintroduce the Species at Risk Burrowing Owls to this restored grassland; and, assess the area for native and invasive species before and after restoration Grassland. Restoration at the NWA will therefore also contribute to grassland conservation in the South Okanagan and it will benefit a number of other species, including Species at Risk like the Western Burrowing Owl and the other antelope brush dependent species like Behr's hairstreak butterfly and Nuttall's sheep moth. This would be the first large scale grassland restoration project to be conducted in the South Okanagan that does not involve a prescribed burn and will be done exclusively through removal of trees and invasive species and through seeding with native grasses where soil is disturbed.	\$19,660.00	Year 1 of 2	20	TAC: Not recommended for funding at this time.
Water Management Plan for Twin Lakes, BC	Greater Twin Lakes Area Stewardship Society	Lower Nipit Improvement District (LNID)and The Nature Trust of BC	Phase 1 would complete a review of the current mandate and stated authorities of the LNID in the context of the current water issues to determine if the existing authorities for managing water in the Twin Lakes area is still appropriate. If it is determined that the existing authorities are appropriate to address the current water issues, then phase 2 would be to develop a Water Management Plan to formalize the implementation of the terms in the Letters Patent and the water licenses. A comprehensive, approved plan is required that will guide both the staff at FLNRO regarding authorizing when to pump water from Lower TL and also those responsible for the operation of the works. The overall objective is water sustainability for environmental flows and habitants.	\$5,000.00	Single	20	TAC: Not recommended for funding at this time.

29	Well written proposal. TAC perspective is that this is not education only, that the workshops and outreach activities are targeted with priority audiences and specific objectives/outcomes include changes in awareness and practices. Evidence based measures are included, but could be strengthened. Cost sharing moderate at >35% from outside sources.
----	--



ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Adoption of the Regional Water Conservation Strategy

Administrative Recommendation:

THAT the Board of Directors approve the "Regional Water Conservation Strategy" as attached to the December 7, 2017 Administrative Report.

Purpose:

To consolidate and expand the existing Regional District water conservation plans within a new **Regional Water Conservation Strategy**. One strategy will help maintain water availability for Regional District water users through the permitting of efficient and cost-effective water use practices.

Reference:

WATER AUDIT: <u>Local Government's Role in Ensuring Clean Drinking Water</u> – Regional District of Okanagan-Similkameen – May 29th, 2017

Business Plan Objective:

This project falls under Key Success Driver 3: Build a Sustainable Region Goal 3.3 To Develop an environmentally sustainable region

Background:

The Regional District currently owns and operates eight (8) water systems (Faulder, Naramata, Olalla, Gallagher Lake, Loose Bay, Sun Valley, Willowbrook and West Bench) and operates one (1) additional water system (Sage Mesa) on a contract basis. Three (3) of these systems have water conservation strategies/plans.

In 2016/2017 the Regional District retained Econics to prepare a Regional Water Conservation Strategy to unify water conservation throughout the Regional District, and improve the resiliency of the Regional District owned and/or operated water systems. Additionally the Strategy will protect



and enhance the quality of life for residents through water conservation/efficiency and sustainable water management, integration of drought management recommendations. Additionally, the Regional Water Conservation Strategy will be available for guidance or reference by other water systems, not operated by the Regional District, that do not have their own conservation plans. The Strategy can be used as an example, tying the entire valley together, on how to strive for water sustainability resulting in a drinkable, swimmable and fishable water source.

Recently the Regional District determined that having a Water Conservation Strategy is a requirement for receiving capital infrastructure grants. Currently, the projects funded through the Clean Water and Wastewater Fund require the submission of a water conservation plan/strategy prior to 75% payout of the grant funds. These projects include the Naramata water system upgrade, Olalla water system upgrade, Okanagan Falls Sewer communications, Sun Valley SCADA upgrade and Willowbrook SCADA upgrade.

Analysis:

On October 5, 2017, Econics presented a summary to the Regional District Board regarding the Regional Water Conservation Strategy. Following this, Regional District Staff and Econics provided the same presentation to the water users in six (6) open houses between October 17-26, 2017. At the end of all the presentations, the floor was opened for questions and discussion. All water users were invited to review the summary of the Regional Water Conservation Strategy and provide comment through multiple avenues by November 3, 2017. The received responses from the Board and water users were reviewed and the Strategy was updated where needed. Based on the feedback received there was one (1) item updated (it can be found in Schedule 1: Water Conservation Measures from the Regional Water Conservation Strategy at the end of this report and has been *italicized*).

In addition to continuing and enhancing many of the existing conservation programs already in place, the Regional Water Conservation Strategy recommends identifying new initiatives likely to increase conservation across all, or most, water systems owned and/or operated by the Regional District. These conservation measures are grouped into six themes:

- Theme #1: Implement a Long-term Metering Strategy;
- Theme #2: Enhance Non-revenue Water Management;
- Theme #3: Demonstrate Leadership in Water Efficiency;
- Theme #4: Manage Outdoor Residential Water Use;
- Theme #5: Ensure Efficient Agricultural Water Use; and,
- Theme #6: Enhance Water Conservation Education & Outreach.

Two to four specific measures are identified under each theme (see Schedule 1 at the end of this report for a summary table of themes and measures), along with a rationale and implementation considerations. For each of the eighteen (18) conservation measures recommended, anticipated outcomes along with indicators and metrics to evaluate effectiveness are identified.



Recommendations for implementation of all eighteen (18) measures have been added to the Strategy (see Schedule 2 at the end of this report for a summary table of the proposed implementation schedule).

In addition to the recommended conservation measures, the strategy includes a section that outlines recommendations to improve data collection related to water production and use in all water systems. Additional collected data will allow the Regional District to monitor changes in water use over time, and thus evaluate the effectiveness of conservation measures. This will allow the Regional District to prudently plan for future water service provision and ensure existing supplies and infrastructure are sufficient for anticipated growth in service populations and/or water use behavior. Improvements in data collection addresses recommendations 5, 14, and 15 in the performance audit of Regional District water services recently conducted by the Auditor General for Local Government in British Columbia.

Implementation Considerations:

Implementation of the Strategy will require commitment from staff across all departments at the Regional District, as well as residents, businesses, and agricultural users. It is becoming standard practice for local governments to allocate a reoccurring annual budget for the implementation of water conservation programs. This funding provides consistency for the program and guidance on the types of conservation measures desired within allocated budget and timelines.

The Regional District has not allocated a budget for water conservation programming at this time. With this consideration, effort was taken to incorporate scalability into the recommended measures, and flexibility into the proposed schedule as additional resources will be needed as implementation levels increase. Anticipated activities requiring an additional level of resource needs for successful implementation of the Strategy, include:

- additional capital investment to expand the coverage of metering to additional water users and/or water systems to understand and measure water use, and to provide incentives for water conservation through volume-based billing;
- purchase of more efficient water fixtures in Regional District owned facilities;
- design and printing of a core suite of communication materials featuring the *Make Water Work!* brand to promote water conservation;
- updates to the water- pages on the Regional District website including the addition of a platform to communicate out the water conservation stages in effect for the different water systems;
- increased monitoring and recording of water production data;



- create and/or update policies and procedures related to the new Strategy;
- undertake RDOS owned facility water-use audits and a water leakage control programs to reduce water loss;
- enhance education and incentive-based activities that encourage water conservation among residential users; and,
- conduct outreach to agricultural water users to support transition to meter use and compliance with the forthcoming Regional Water Use Regulation and Conservation Bylaw, as well as increase use of best practices in agricultural water use.

The level and timing of implementation of the Regional Water Conservation Strategy will determine if additional resources are required, including additional staffing. The extra resources can be introduced on a gradual basis, with an increase in funding each year to expand the scope of work in the implementation. At this time, no monies or additional resources have been allocated in the draft 2018 Budget for implementation of the Strategy. The measures identified for implementation in 2018 (see Schedule 2 as attached) will be addressed through the adoption of the Water Regulation Bylaw, a planned 2018 action item, and ongoing work with the Okanagan Basin Water Board (OBWB).

Alternatives:

The Regional Board of Directors may choose not to approve the "Regional Water Conservation Strategy" as it is written and refer it back to staff.

Communication Strategy:

Upon approval, the Regional Water Conservation Strategy will be posted on the Regional District website for the public to access. The Strategy will also be circulated to the Regional District Senior Management Team and Staff for information.

Respectfully submitted:

Candace M. Pilling

Page 4 of 6

C. Pilling, Engineering Technologist

Endorsed By:

Liisa Bloomfield

L. Bloomfield, Engineer



Schedule 1: Water Conservation Measures from the Regional Water Conservation Strategy

Theme	Conservation Measure	Status			
1	Enable metering in all water systems for all customers through regulation	Underway			
Implement a long-term metering strategy	Require installation of meters and/or meter boxes at all new developments	New			
	Prioritize additional metering in areas that will mostly likely result in reduced customer demand and/or system losses	New			
strategy	Transition metered users to volume-based pricing as soon as practicable	Planned			
Enhance non-	Conduct utility water audits on all major water systems	New			
revenue water	Develop and implement a system loss control program	New			
management	Continue and expand the customer leak notification program	Continue			
Demonstrate	Efficient technology in Regional District facilities	Enhance			
leadership in water efficiency	Best management practices in RDOS-managed landscapes	Enhance			
Manage	Update and standardize outdoor watering regulations	Enhance			
outdoor	Prohibit wasteful usage of water	New			
residential	Explore regulatory & incentive measures to improve irrigation efficiency	New			
usage	Educate residents on non-consumptive fire-prevention methods	New			
Ensure	Prioritize metering and volume-based billing for Farm-Use Properties	Enhance			
efficient agricultural	Work with OBWB on educational material for agricultural users	New			
water use	Continue to promote best practices in farm irrigation	Enhance			
Enhanced Water	Continue to promote the <i>Make Water Work!</i> campaign in partnership with OBWB and other regional agencies				
Conservation Education & Outreach	Continue and enhance education and awareness efforts targeting residential, commercial, and agricultural users	Enhance			


Schedule 2: Implementation Schedule from the Regional Water Conservation Strategy

Measures	2018	2019	2020	2021	2022
Theme #1: Implement a Long-term Metering Strategy					
Enable metering in all water system for all customer					
categories under bylaw					
Require installation of meters and/or meter boxes at all					
new developments					
Prioritize additional metering in areas that will mostly likely result in reduced customer demand and/or system losses					
Transition metered users to volume-based pricing as soon as					
practicable					
Theme #2: Enhance Non-revenue Water Management					-
Conduct utility water audits on all water systems					
Develop and implement a system loss control program					
Continue and expand the customer leak notification program					
Theme #3: Demonstrate Leadership in Water Efficiency					
Efficient technology in Regional District facilities					
Best management practices in RDOS-managed landscapes					
Theme #4: Manage Outdoor Residential Water Use					
Update and standardize outdoor watering allowances					
Prohibit wasteful usage of water					
Investigate regulatory and incentive-based measures to improve irrigation efficiency					
Educate residents on non-consumptive fire-prevention methods					
Theme #5: Ensure Efficient Agricultural Water Use		L			
Prioritize metering and volume-based billing for Farm-use					
Properties					
Work with OBWB to produce educational material for					
agricultural users					
Continue to promote best practices in farm irrigation					
Theme #6: Enhanced Water Conservation Education & Outrea	ch				
Continue to promote the <i>Make Water Work!</i> campaign in partnership with OBWB and other regional agencies					



Continue and enhance education and awareness efforts targeting residential, commercial, and agricultural users

Legend

Program Development and Planning

Ongoing implementation

Regional District of Okanagan-Similkameen Regional Water Conservation Strategy

14 November 2017

Prepared for



Prepared by

econics 🕄

w: www.econics.com e: info@econics.com t: +1 250 590 8143

Table of Contents

Glossary and Acronyms	
Executive Summary	
1.0 Introduction	3
1.1 Strategy Scope	3
2.0 Water Use in the Regional District of Okanagan-Similkameen	
2.1 Water Systems Owned and Operated by RDOS	4
2.2 The Sage Mesa Water System	13
3.0 Linkages to Community Policies	14
4.0 The Case for Water Conservation in Okanagan-Similkameen	16
4.1 The Link Between Greenhouse Gas Emissions and Water Conservation	17
5.0 Current Water Conservation Efforts	18
5.1 Incentives	18
5.2 Outreach	20
5.3 Marketing and Education	21
5.4 Customer Metering	23
5.5 Outdoor Water Use Regulations	23
6.0 Conservation Measures	24
Theme #1: Implement a Long-term Metering Strategy	25
Theme 2: Enhance Non-revenue Water Management	28
Theme 3: Demonstrate Leadership in Water Efficiency	
Theme #4: Manage Outdoor Residential Usage	32
Theme #5: Ensure Efficient Agricultural Water Use	35
Theme #6: Enhanced Water Conservation Education and Outreach	39
7.0 Implementation Schedule	43
8.0 Conclusion	
9.0 Bibliography	45

Appendices

Appendix I: Web-based Water Conservation Sources

Appendix II: Recommendations to Improve Water-use Accounting, Monitoring, and Reporting for RDOS Water Systems

Glossary and Acronyms

Technical terms and acronyms used throughout the report are explained below.

Average Day Demand: Total bulk water produced for the year divided by 365 days.

AWWA: American Water and Wastewater Association

BCWWA: British Columbia Water and Waste Association

CWWA: Canadian Water and Wastewater Association

Conservation Measure: A tool used to generate water savings in the community. These tools can be categorized as economic, encouragement, education, enforcement, and engineering.

Farm-Use Property: Properties within a water service area and classified as 'farm' by the British Columbia Assessment Authority.

ICI: Industrial, Commercial, Institutional Customers that use water in their business operations, either as a production input or for domestic-like purposes.

LCD: Litres per capita per day. This unit is used to measure consumption on a per person basis. While overall demand may be increasing with population, the LCD can decrease as water efficiencies are gained.

m³: Cubic metre (= 1000 litres = 220 imperial gallons).

ML: Megalitre (= 1000 cubic metres = 1,000,000 litres = 219,969 imperial gallons).

NRW: Non-Revenue Water. Water that has been treated and pumped to the distribution system, but is generally not metered, not billed, and therefore does not contribute to utility revenues. There are more than 20 sources of NRW, including consumptive uses such as distribution system leakage ("system loss") and hydrant water used by utility operations and fire departments for various maintenance and training purposes (AWWA, 2009).

Maximum Day Demand: Peak day water use divided by total serviced population, reported in litres per capita per day (LCD).

Peaking Factor: Compares water use on the day that it was highest with average daily consumption throughout the year.

RDOS: Regional District of Okanagan-Similkameen.

Executive Summary

The Regional District of Okanagan-Similkameen (RDOS) operates a growing number of small water systems for residents, businesses, and agricultural producers in the South Okanagan area. Like other water systems throughout the region, they are under a variety of pressures from a dry climate, agricultural water demand, historical high water use, and the anticipated impacts of climate change.

The RDOS recognizes that water is a valuable resource that should be used wisely. By working together to use water as efficiently as possible in regional district operations, private dwellings, agricultural operations, and commercial enterprises, the RDOS can lead the way in ensuring that supplies and its services are resilient in the face of these challenges and sustainable into the future.

Benefits of Conservation

Promoting water efficiency will bring a number of social, ecological, and economic benefits to RDOS and its water service customers. These include saving energy and money on treatment and distribution, deferring capital spending on infrastructure, reducing impacts on aquatic ecosystems, and advancing objectives in the 2015-18 Strategic Plan and the recently approved Regional Growth Strategy. Water conservation will not only improve our quality of life today, but will also contribute to a desirable place to live for future generations.

Water System Profiles

At the time of writing, the RDOS owned eight water systems and operated one additional system under other ownership (see Table 1). These systems serve mostly residential customers, a relatively small number of commercial accounts, and some commercial agricultural operations (defined by the RDOS as *Farm-Use Property*).

Quantitative analysis of total water use was conducted only for the Naramata, Faulder, West Bench, and Olalla systems due to limited data availability. With the exception of Olalla, the analysis confirmed that these water systems have experienced declines in average annual use over the last 8-10 years. Although this is consistent with trends in other North American communities attributed to reduced indoor water use from the gradual installation of more efficient appliances and fixtures, some reductions in per capita use in the Faulder system over this timeframe are likely also the result of significant supply shortages. These declines ranged from an average of 1.3% per year for the Naramata system between 2007 and 2015, to 4.2% per year between 2005 and 2015 for the Faulder system. Possible explanations for the anomalous results for Olalla include an increase in the size of the service population, erroneous bulk meter readings, or an increase in leaks or system loss.

Considerably more water is used in all four of these water systems in the summer months, which is consistent with anecdotal accounts of high outdoor use for watering large lawns and private gardens, as well as commercial irrigation activities in some systems. Peaking factors, which describe how many times more water was used on the day of the year use was highest compared to the average daily total water use throughout the year, ranged from a low of 2.05 in Olalla in 2015, to 4.67 in Faulder in 2013. Peaking factors provide an indication of the pressure on water systems from seasonal and discretionary water uses, and how much systems have to be 'built up' to accommodate fluctuating water use, relative to average use.

Crude per capita daily estimates of total water use were estimated for Naramata, Faulder, West Bench, and Olalla based on the available service population data. Per capita total water use in West Bench, Olalla, and Naramata in particular appears to be high relative to benchmarks for communities in BC (ranging from twice as high in Olalla and West Bench, to almost five times as high as the BC average in Naramata). While the high water use in Naramata can likely be attributed in part to commercial irrigation, the values for West Bench and Olalla are likely attributed to high outdoor residential water use and/or high system loss. In per capita terms, water use in the Faulder system is a noteworthy outlier that approximates the BC average. The considerably lower total water use in this system is attributed to historic and continued water supply limitations and attendant conservation awareness among water users. The water efficiency already achieved in the Faulder system serves as a useful benchmark of what can be achieved for the RDOS's conservation efforts in other water systems.

2018-2022 Conservation Program

The RDOS strives to continue to provide safe and reliable water services to all of its customers, while improving the efficiency of its water service operations, and minimizing impacts to aquatic ecosystems with shared reliance on limited water sources. To realize this goal, the RDOS will implement a water conservation program comprised of measures that have been proven to achieve results in jurisdictions throughout the province and across the country. These measures have been grouped into six themes:

- Theme #1: Implement a Long-term Metering Strategy;
- Theme #2: Enhance Non-revenue Water Management;
- Theme #3: Demonstrate Leadership in Water Efficiency;
- Theme #4: Manage Outdoor Residential Water Use;
- Theme #5: Ensure Efficient Agricultural Water Use; and,
- Theme #6: Enhance Water Conservation Education & Outreach.

Implementation will require commitment from staff across all departments at the RDOS, as well as from residents, businesses, and agricultural producers. The enclosed evaluation metrics and recommended program timeline will help ensure implementation proceeds smoothly, and that the strategy produces meaningful results. An appendix to this strategy provides recommendations to improve water use data collection, analysis, and reporting in order to a) evaluate the effectiveness of conservation measures, and b) address recommendations from the 2017 performance audit of three RDOS water systems carried out by the Auditor General for Local Government of British Columbia.

What is documented in this plan is the beginning, not the end, of the RDOS's journey to improved water efficiency. With a strong focus on outdoor water use, improving water use accounting through metering, and enhancing conservation incentives for all users, this strategy will help the RDOS realize short-term gains in efficiency, while also laying a foundation for more targeted measures to secure the sustainable operation of all the water systems it operates, well into the future.

1.0 Introduction

The Regional District of Okanagan-Similkameen (RDOS) owns and operates several small water systems for residents, businesses, and agricultural customers within its electoral boundaries in the South Okanagan and Simikameen areas. Like other systems in the Okanagan region, the RDOS's water systems face pressures from a dry climate, significant agricultural activity, high historical domestic water use, and the anticipated impacts of climate change.

Despite involvement in a range of water conservation initiatives in recent years, to ensure it can continue to provide safe and reliable water services for all customers well into the future, the RDOS has committed to further enhancing water-use efficiency across all systems. Consequently, in 2016, the Regional District contracted Econics, a Canadian leader in municipal sustainability planning, to assist with developing a Regional Water Conservation Strategy to guide its activities over the next five years, from 2018 to 2022.

To account for the unique characteristics of each water system, the RDOS's operational planning, has typically been undertaken on a system-by-system basis. This strategy is the first to lay a foundation for water conservation activities across all of the RDOS's water systems, including those under other ownership. In doing so, it contributes to more equitable services for all the RDOS water customers, and makes apparent opportunities to achieve economies of scale by coordinating conservation efforts across multiple systems. It also provides the RDOS with a basis for prioritizing conservation measures in systems where the resultant gains - in terms of water and financial savings, or quality of service for customers - will be maximized.

Following this introduction, this document has eight main sections and two appendices:

- Section 2 provides an overview of water use trends;
- Section 3 identifies linkages to the RDOS's governance framework and priorities;
- Section 4 outlines the case for water conservation in Okanagan-Similkameen;
- Section 5 summarizes current water conservation efforts;
- Section 6 sets out the water conservation strategy for 2018 to 2022;
- Section 7 provides an implementation schedule;
- Section 8 provides a brief conclusion;
- Section 9 contains the bibliography;
- Appendix I has highlights and links to web-based conservation resources; and,
- Appendix II has actions to improve water use data collection, analysis, and reporting.

1.1 Strategy Scope

This Regional Water Conservation Strategy applies to all water systems under the ownership or operation of the RDOS during the time when the Strategy remains in effect. The water systems it applied to at the time of writing are identified in Table 1.

Water Systems Owned and Operated by the Regional District			Water Systems Operated by the Regional District and Under Other Ownership
Naramata Faulder West Bench	Willowbrook Loose Bay Olalla	Sun Valley Gallagher Lake	Sage Mesa

Table 1: Water Systems Owned and Operated by the Regional District

2.0 Water Use in the Regional District of Okanagan-Similkameen

As of September 2017, the Regional District owned and managed eight water systems and operated one under separate ownership (see Table 1). Qualitative information about each of these systems is presented below. Total water use data, which represents the volume of water removed from the water source as measured by a bulk meter, was only available for some systems. Where it was available, basic usage analysis was conducted to illustrate water-use trends over time. The data presented should not be interpreted as water *use* or *consumption* since it includes non-revenue¹ water.

2.1 Water Systems Owned and Operated by the RDOS

2.1.1 Naramata Water System

The Naramata water system serves a combination of domestic customers, agricultural producers, and a small tourism-oriented commercial sector consisting primarily of accommodation providers in Electoral Area 'E'. A 2010 Conservation Strategy developed by the RDOS estimated that there were 800 domestic water connections and approximately 180 irrigation connections serviced by the Naramata system. The estimated service population is about 2,000. Okanagan Lake is the water source, and the RDOS also retains rights to water from Naramata and Robinson Creeks for emergency purposes.

A cursory estimate of water use in the Naramata system conducted in 2010 suggested that 61% of total water use and 70% of peak day use is for agricultural purposes. Despite an increase in water use for the Naramata system in 2015, annual use declined by an average of 1.3% from 2007-2015 (Figure 1). Figure 2 illustrates that total water use varies significantly across seasons, with peak use occurring during the summer months, likely to meet crop irrigation needs. In both absolute and per capita terms, the Naramata system produces the most water of all the RDOS-owned systems for which data was available (see Table 2 in Section 2.1.6 for per capita figures).

¹ *Non-revenue water (NRW)* is water that has been treated and pumped through the distribution system, but is generally not billed and therefore does not contribute to utility revenues. It can include "real losses" such as leaks, overflows, flow tests and fire hydrant testing, or "apparent losses" from errors in meter reading and data handling or other factors.



Figure 1: Historic Naramata Total Water Use (2007-2015)

More detailed analysis of the seasonal total water use data in Figure 2 revealed that use during the winter months (November - February) declined by an average of 6.3% annually over the 2007-2015 timeframe. In contrast, shoulder season (March/April and September/October) and summer water use (May - August) declined relatively little (an average of 1.5% annually and 0.9% annually, respectively). The significant reduction in winter water use can likely be attributed to indoor uses. This could be caused by a reduction in the size of the service population, but more likely reflects residents' gradual adoption of more water-efficient indoor appliances and fixtures. This has accounted for similar observed declines in water consumption in most North American communities over the last decade (see WRF, 2016, for example).



Figure 2: Average Total Monthly Water Use for the Naramata System (2009-2014)

The extent to which water use increases during the summer is often measured by the peaking factor, which compares use on the day that it was highest with average daily consumption throughout the year. Since water systems have to be constructed with enough capacity to meet peak water demand, high peaking factors are an indication of pressure on the water supply system, and they can also present a challenge for drought resiliency. Figure 3 shows maximum and average day demand for the Naramata water system in cubic metres per day. Between 2009 and 2015, the peaking factor (in red font) ranged from a high of 4.36 (2013) to a low of 3.51 (2015), and averaged 3.9.



Figure 3: Average and Maximum Day Demand for the Naramata System (2010-2015)

2.1.2 Faulder Water System

The Faulder water system is located in the RDOS's Electoral Area 'F' and serves only domestic water users who are housed primarily on rural and semi-rural acreages. The estimated service population of 215 is expected to remain stable in the future due to limitations in water supply. Water levels in Meadow Valley Aquifer, which supplies the system, have fluctuated in recent years. This has highlighted the need to further enhance conservation efforts among Faulder water users, and resulted in an additional well being drilled in 2016.

Including several consecutive years of low total water use beginning in 2008 due to supply limitations, total use in the Faulder system declined by an average of 4.2% per year over the 2005 to 2015 period (Figure 4). Figure 5 illustrates that significantly more water is used during the summer months, presumably for outdoor uses such as lawn and garden watering. Nonetheless, total water used in the Faulder System (474 litres/day) is considerably lower in per capita terms than the other three water systems for which data is available (see Table 2) and approximates the BC average of 500 litres per capita per day (Honey-Rosés et al., 2016).



Figure 4: Historic Total Water Use for the Faulder System (2005-2015)



Figure 5: Average Total Monthly Water Use for the Faulder System (2009-2014)

Since daily total water use data for the Faulder System is only available for 2010-2015, *average day demand, maximum day demand*, and *peaking factors* are not available for prior years. The peaking factor between 2010-2015 ranged from a low of 2.42 to 4.67 in 2013 (see the red font in Figure 6). Aside from this anomalous high peaking factor in 2013, the peaking factors are within the range of what would be expected for water systems with few commercial agricultural water users.



Figure 6: Average and Maximum Day Demand for the Faulder System (2010-2015)

2.1.3 West Bench Water System

The West Bench service area is comprised mainly of large, semi-rural properties within the Regional District's Electoral Area 'F'. Ninety-five percent of the total 357 water connections are rural residential, many of which include hobby farms. The remainder of service connections consist of large acreages with and without commercial agricultural activities (18), irrigated parks (2), a school, and a few small home-based businesses. The RDOS has previously estimated that 65% of total annual water demand in the West Bench system is used for irrigation and agricultural purposes, based on industry benchmarks for basic domestic indoor use. A rudimentary estimate of leakage in the West Bench system based on a limited 2014 night flow data set suggested it is approximately 11% of total demand. (WSP Canada, 2016)

The treated water supplied to West Bench system customers is sourced from the City of Penticton through a bulk water purchase agreement. The West Bench water system serves a population of approximately 1,050, which declines by an estimated 20% in the winter months, when 'snowbirds' temporarily vacate the community. The size of the service population is expected to remain stable in future years due to limitations in land availability and sewage disposal options. (WSP Canada, 2016)

Considerable reductions in water use have been achieved in the West Bench system through a variety of strategies: a pipe replacement program, education and outreach, water-use restrictions, and universal metering. Over the 2006-2015 period, total water use declined by an average of 2.4% annually (Figure 7).



Figure 7: Historic Total Water Use for the West Bench System (2006-2015)

Seasonal water-use trends in the West Bench System did not change significantly over the five-year timeframe from 2009-2014. Summer total water use continues to be significantly higher than during the winter months and to a lesser extent, the shoulder seasons (Figure 8). The availability of daily total water use data for 2014-15 facilitated peak factor calculations (Figure 9). The West Bench peaking factors of 3.67 in 2014 and 3.55 in 2015 may be higher than those observed in the Faulder system due to a reduction in the size of the service population in winter, or more outdoor water use.



Figure 8: Average Total Monthly Water Use for the West Bench System (2009-2014)



Figure 9: Average and Maximum Day Demand for the West Bench System (2014-2015)

2.1.4 Olalla Water System

The Olalla water system serves residents of a small unincorporated community approximately 45 kilometres southwest of the City of Penticton. A groundwater well replaced the original gravity-fed mountain stream source in 1999. The 233 water connections in this system serve an estimated 583 individuals.

In contrast to the other water systems for which historical total water use data is available, it remained relatively stable for the Olalla system over the 2005-2015 timeframe, and increased slightly in 2014 and 2015 (Figure 10). This increase in use may be due to an increase in the number of individuals or water connections serviced; however, historical service population data are not available to verify this. Since an increase in water use over this timeframe is inconsistent with patterns observed in other RDOS water systems and elsewhere in North America, another possible explanation is an increase in non-revenue water from leakage.



Figure 10: Historic Total Water Use for the Olalla System (2005-2015)

Water use in the Olalla system peaks in the warm summer months of July and August (see Figure 11). Figure 11 also illustrates that there was considerable inter-annual variability in water use during the May-June shoulder season from 2009 - 2014.



Figure 11: Average Total Monthly Water Use for the Olalla System (2009-2014)

The peaking factor for the Olalla system, or the difference between *maximum day demand* and *average day demand*, ranged from a high of 3.69 in 2010, to the low figure of 2.05 in 2015 (see the red font in Figure 12). The somewhat low peaking factors for the Olalla system relative to others may indicate less seasonal, outdoor (i.e., discretionary) use of water, or high leakage in the system that contributes to high water use figures year-round.



Figure 12: Average and Maximum Day Demand for the Olalla System (2010-2015)

2.1.5 Willowbrook Water System

The Willowbrook water system was acquired by the RDOS in July of 2016. It supplies 79 singlefamily properties from a deep groundwater well. Figure 13 illustrates some preliminary monthly total water use for this system based on partial 2016 and 2017 data, and Figure 14 shows the differences between *maximum* and *average day demand* and associated *peaking factors* for the same timeframe.



Figure 13: Average Total Monthly Water Use for the Willowbrook System (2016-2017)



Figure 14: Average and Maximum Day Demand for the Willowbrook System (2016-2017)

2.1.6 Sun Valley Water System

The Sun Valley water system was acquired by the RDOS in January of 2017 and has 52 domestic connections. Insufficient data was available at the time of writing to conduct reliable analysis of baseline water use for this system.

2.1.7 Per Capita Total Water Use in Selected Regional District-Owned Systems

The availability of current service population estimates and daily use data for four of the water systems owned and operated by the Regional District enabled per capita total water use estimates to be calculated for 2015 (see Table 2). With the exception of the Faulder system, these per capita levels are quite high relative to the latest British Columbia estimate of 500 litres per capita per day for both metered and unmetered systems combined (Honey-Rosés et al., 2016). However, total water use per capita is not typically used as a metric to compare water systems due to the wide variety of water uses between systems. Residential per capita consumption is more typically used as a benchmark, but this data is unavailable for most RDOS water systems due to the limited coverage of metering.

The prevalence of agricultural activities in the Naramata service area may explain the high volume of water produced in that system relative to the size of the service population. Possible explanations of the high per capita use in the West Bench and Olalla systems are high system loss, erroneous readings from bulk meters, or high outdoor residential use from watering lawns or crops on semi-rural properties. The low use level in the Faulder system likely reflects a history of considerable supply limitations that, which influenced water-use behaviour.

	Naramata	Faulder	West Bench	Olalla
Daily Per Capita Total Water Use in 2015 (litres per capita per day)	2,369	474	1,050	1,096

Table 2: Total Water Use Per Capita per Day (2015)

2.2 The Sage Mesa Water System

In addition to owning and operating the above water systems, the RDOS also operates the Sage Mesa Water system. It has approximately 300 residential connections and two golf courses. Service connections are partially metered, and the water is sourced from Okanagan Lake.

3.0 Linkages to Community Policies

The water conservation initiatives outlined in this Regional Water Conservation Strategy support many of RDOS's existing strategic priorities and actions. The strategy is consistent with the *2006 Drought Management Plan for Naramata, Olalla, and Faulder*, and it is consistent with the direction of the following conservation plans that pertain to individual water systems:

- the Naramata Water Conservation Plan (2010),
- the Water Conservation Plan Faulder System (2016), and
- the West Bench Water System Water Conservation Strategy (2016).

The Strategy addresses several recommendations in the 2017 Auditor General for Local Government's performance audit of three RDOS water systems (Naramata, Faulder, and Olalla), including:

- Recommendation 5: The Regional District of Okanagan-Similkameen should improve data collection, analysis, monitoring and reporting on its water services as part of a continual improvement process;
- Recommendation 14: The Regional District of Okanagan-Similkameen should develop a regional district-wide water conservation and demand management strategy; and,
- Recommendation 15: The Regional District of Okanagan-Similkameen should consider implementing a structured and results-based approach to water accounting to manage drinking water consumption and losses.

It also supports many goals, objectives, and actions outlined in the 2015-19 RDOS Strategic Plan, and the South Okanagan Regional Growth Strategy Bylaw 2770 (2017). Linkages between these important governance documents and this Regional Water Conservation Strategy are outlined in Table 4 on the next page.

Water demand management is also supported in numerous regional, provincial, and federal policies, including but not limited to *Living Water Smart: BC's Water Plan* (Government of British Columbia, 2008) and the *Water Charter* (Council of Federation, 2010).

Table 3: Linkages between	the Conservation Strategy and RDOS Governance Policies
	· · · · · · · · · · · · · · · · · · ·

Policy Document	Linkage to the Regional Water Conservation Strategy
	The strategy will help advance the <u>Value Statement on Environmental</u> <u>Responsibility</u> by reducing water and energy use:
2015-19 RDOS Strategic Plan	We believe that a healthy environment promotes healthy living in our communities. We have a responsibility to maintain, enhance and protect the environment through the consideration of environmental, fiscal and social impacts in our decision-making process.
	The strategy will help achieve Strategic Goal 3 by reducing water and energy use:
	Build a Sustainable Community by developing an economically sustainable organization and an environmentally sustainable community.
	This strategy is directly related to the <u>Regional Vision Element</u> :
South Okanagan	Water and energy conservation and efficiency are supported by incentive programs and funding.
Regional Growth	This strategy will help advance <u>Goal 2 by encouraging</u> water conservation and increasing the security of water supplies:
Strategy Bylaw,	Protect the health and biodiversity of ecosystems in the south Okanagan.
No. 2770,	as well as its <u>underlying principle</u> :
2017	Water supply, conservation, and quality are key environmental concerns and priority considerations for environment resource management initiatives.
	The strategy will directly advance Objective 2d:
	Promote and enhance water conservation and sustainability.
	as well as many of its proposed Supporting Policies:
	2D-1 Apply and promote best management practices for residential, commercial, institutional, industrial and agricultural uses.
	2D-5 Continue collaborating with the Water Sustainability Committee of the BC Water and Waste Association, the Okanagan Basin Water Board, local governments and other local stakeholders on basin-wide water management and conservation initiatives.
	2D-6 Support the continued provision of adequate water resources for the agriculture sector, and ensure that adequate and secure access to water for the agriculture sector is a priority over non-essential urban uses.
	2D-7 Recognize that each jurisdiction has a responsibility to sustainably manage and conserve water resources in times of drought, or where stream health is threatened.
	2D-8 Promote the implementation of universal metering for water service connections, in collaboration with the Okanagan Basin Water Board.
	This strategy will directly advance Objective 3-C:
	Minimize environmental impacts of infrastructure and services.
	and <u>Supporting Policy 3C2</u> :
	Support projects to improve water resource management, including water conservation and reuse, ground water management, and stormwater.
	This strategy will indirectly advance <u>Goal 7</u> through the reduction in energy use associated with water conservation:
	<i>Reduce energy emissions and ensure the South Okanagan is prepared for a changing climate.</i>

4.0 The Case for Water Conservation in Okanagan-Similkameen

Water conservation can result in environmental, financial, and community benefits, some of which are listed below in Table 4. It also helps the RDOS meet local, provincial, and federal policy and regulatory requirements.

Reduced chemical use and disposal for water and wastewater treatment Reduced chemical use and disposal to the environment Reduced sewage disposal to the environment Less energy use and GHG emissions from reduced pumping and water treatment Enhanced environmental flows for streams, fish, and aquatic ecosystems Reduced or avoided impacts from construction of new infrastructure Contributes to Climate Action Planning Goals Reduced and less variable operations and maintenance costs Cost savings for the RDOS and for residents from water reduced pumping and enduse Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastructure Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate Potential for stimulation of investment and innovation in the tourism sector More water retained in reservoirs for firefighting and other emergency needs Promotion of a stewardship ethic within the community More secure, reliable, and sustainable water services for a variety of needs	
Less energy use and GHG emissions from reduced pumping and water treatment Enhanced environmental flows for streams, fish, and aquatic ecosystems Reduced or avoided impacts from construction of new infrastructure Contributes to Climate Action Planning Goals Reduced and less variable operations and maintenance costs Cost savings for the RDOS and for residents from water reduced pumping and energy Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastruct Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	
Contributes to Climate Action Planning Goals Reduced and less variable operations and maintenance costs Cost savings for the RDOS and for residents from water reduced pumping and enduse Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastruct Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	
Contributes to Climate Action Planning Goals Reduced and less variable operations and maintenance costs Cost savings for the RDOS and for residents from water reduced pumping and enduse Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastruct Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	
Iteration of avoided impacts from construction of new infrastructure Contributes to Climate Action Planning Goals Reduced and less variable operations and maintenance costs Cost savings for the RDOS and for residents from water reduced pumping and enduse Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastructure Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	
Reduced and less variable operations and maintenance costs Cost savings for the RDOS and for residents from water reduced pumping and enduse Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastruct Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	
Cost savings for the RDOS and for residents from water reduced pumping and enduse Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastruct Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	
use Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastruct Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	
Adopting best practices improves the chances of senior government funding and grants Reduced maximum day and week demand can lead to deferrals of new infrastruc Improved certainty about future demand and revenue More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	ergy
Improved certainty about future demand and revenueMore accurate costing and rate setting for water servicesEnhanced resilience to prolonged drought and a changing climate	
More accurate costing and rate setting for water services Enhanced resilience to prolonged drought and a changing climate	ture
Enhanced resilience to prolonged drought and a changing climate	
Potential for stimulation of investment and innovation in the tourism sectorMore water retained in reservoirs for firefighting and other emergency needs	
More water retained in reservoirs for firefighting and other emergency needs	
Promotion of a stewardship ethic within the community	
More secure, reliable, and sustainable water services for a variety of needs	
Helps offset the impacts on water supplies of population growth and climate cha	nge
Supports objectives in the RDOS Strategic Plan and the Regional Growth Strategy	
Contributes to targets for the OBWB vision of maintaining the water basin's integration of maintaining the water basin's integrating the water basin's integ	jrity
Contributes to targets for the OBWB vision of maintaining the water basin's integers Contributes to meeting obligations under the Province's <i>Water Sustainability Act</i> <i>Environmental Management Act</i> , and Municipal Wastewater Regulations Supports the goals put forth in the Province's water plan, <i>Living Water Smart</i> Supports the federal Council of the Federation's <i>Water Charter</i>	+ · ,
Supports the goals put forth in the Province's water plan, <i>Living Water Smart</i>	
Supports the federal Council of the Federation's Water Charter	
Improved compliance with water license conditions under the Water Sustainability Act	'ty

Table 4: Benefits of Water Conservation

4.1 The Link Between Greenhouse Gas Emissions and Water Conservation

The reductions in greenhouse gas emissions (GHGs) associated with water efficiency are widely recognized due to the large amounts of energy required to pump, treat, and distribute water to users (Mass, 2009). Local governments are increasingly adopting corporate- and even community-wide targets for greenhouse gas reductions to contribute to climate change mitigation efforts. Water conservation strategies and climate targets can therefore go hand-in hand to support environmental objectives, such as those outlined in RDOS' Strategic Plan, the South Okanagan Regional Growth Strategy, and the Community Climate Action Plans.

To assist with meeting GHG targets or analyzing the costs and benefits of investing in water conservation strategies, projected GHG reductions associated with individual or cumulative water conservation measures is sometimes calculated by water utilities. Due to the limited availability of water use data for different customer categories and end uses in RDOS systems, such projections aren't possible. However, the RDOS can retroactively calculate GHG emission reductions from observed and quantified reductions in water use in the course of evaluating the effectiveness of water conservation efforts.

Several resources are available to help local governments understand GHG emissions associated with their operations, as well as quantify and reduce them. The <u>BC Ministry of Environment</u> (2016) and the <u>Climate Action Secretariat</u> (2017) have produced several such resources in recent years. The <u>Alliance for Water Efficiency's Water Conservation Tracking Tool</u> uses a standard methodology to calculate water savings and GHG reductions from an extensive inventory of conservation activities, and is clearly well tailored to water service provision roles.

5.0 Current Water Conservation Efforts

This section provides an overview of the RDOS's current and recent water conservation initiatives. Understanding the strengths and weaknesses of existing programming provides a foundation for developing future initiatives. Existing programs are organized by the following headings:

- ♦ incentives,
- outreach,
- marketing and education,
- metering, and
- outdoor water use regulations.

5.1 Incentives

Incentives involve things like product rebates, home audits, or giveaways such as shower timers and lawn watering gauges. Research from the fields of environmental psychology and social marketing shows that such measures can have a substantial impact on a variety of sustainable activities, including water use efficiency. In recent years, the RDOS has offered several incentive-based programs described below.

5.1.1 Rain Barrel Workshops and Rainwater Harvesting Workshops

Rain barrels are provided at no cost to residents in limited quantities. Most of the barrels are sourced as a by-product from the water treatment process and are otherwise not recyclable, so they come at no cost and have the side benefit of diverting solid waste from the landfill.

These giveaways are offered in conjunction with workshops hosted throughout the region. Since 2014, 16 such events have been held with over 475 attendees in total. Shorter training sessions are also provided at garden and hardware retail stores and community centres. These teach homeowners how to retrofit barrels, and also instill the importance of proper installation and maintenance. While it is recognized that the immediate water savings from the barrels themselves may not be great, this program helps foster a community of conservation and encourages people to look for other ways to improve efficiency around their yards and homes.



Figure 15: Barrels Used for the RDOS Rain Barrel Workshops

5.1.2 "Love Your Lawn" Compost Program

Since 2012, the RDOS has had a program of providing free compost to residents to apply to lawns to improve their health and reduce the need for summer watering. This compost is collected and processed by the RDOS and neighbouring municipalities, so this program also has the benefit of diverting a solid waste stream and its entails minimal direct costs (mostly staff time and a small amount of advertising). Over 1,084 tonnes have been given away to date, and over 200 properties participated in 2016. Staff members also provide instructions to residents on how to apply the compost and how it will lead to healthier lawns, which will require less irrigation to maintain a healthy lawn in the long term.



Figure 16: RDOS Staff Member Applying Compost to a Lawn

5.1.3 Tap-by-Tap Indoor Water Saving Kits

Between 2013 and 2015, the RDOS gave away over 800 indoor water savings kits in partnership with Fortis BC.² These kits included a low flow showerhead, tap aerators for the kitchen and bathroom, and a shower timer. They were given out at various outreach events as described in the next section, and are estimated to reduce water consumption for each fixture by 50%.



Figure 17: Sample Indoor Water Savings Kit Distributed by RDOS and Fortis BC

² Kits were provided to 500 to Naramata users, and 300 to West Bench, Sage and Olalla users.

5.2 Outreach

RDOS staff members employ various channels including community events, demonstration facilities, and direct mail to reach out to residents about water sustainability. These provide valuable opportunities to convey information to people who might otherwise not choose to access RDOS's programs.

5.2.1 Community Events

Various events are hosted or attended throughout the year including:

- staffed booths at community events, farmers markets, and the like;
- on-demand visits to elementary and middle schools to give the 'Source-to-Tap' presentation, particularly around Earth Day in April;
- information kiosks at 14 bank branches around region to support RBC Blue Water Day;
- support for Irrigation Association of BC training for irrigation installers; and,
- guest speaker events including "Managing Water Workshops", which often attract large crowds at RDOS venues.



Figure 18: RDOS Staff Conducting Public Outreach Related to Water Conservation

5.2.2 Rain Garden Demonstration Garden

Thanks in part to funding from the RBC Blue Water Project, a demonstration rain garden was constructed at the RDOS Regional District Office in Penticton (see Figure 19). This central location provides easy access for both RDOS and City of Penticton staff to use as a teaching garden or as part of educational tours. It was constructed as part of a larger project that includes three other facilities around the greater Okanagan region.



Figure 19: RDOS's Demonstration Rain Garden

5.2.3 Leak Detection Direct Mail Campaign

Advanced metering infrastructure at all connections in the West Bench service area allows staff to monitor for signs of continuous flow, which often indicates a leak inside the property boundary. When this occurs for periods longer than 35 days, staff analyze the data and send a letter to the homeowner along with a customized report, instructions for detecting leaks and toilet dye tabs. Anecdotal reports suggest these reports are usually well received by residents, and neighbouring jurisdictions are interested in replicating this approach. The RDOS staff estimate that as a result of the mail-outs, approximately 75% of the volume of water loss initially detected is fixed.

5.3 Marketing and Education

Marketing and education involve providing information to customers to help them understand how they use water now and how they can become more efficient in the future. This category includes all forms of marketing communications through all channels (mass media advertising, websites, social media, brochures, etc.). Poorly executed education and marketing efforts often have little or no impact on changing environmental behaviour. However, well-executed campaigns that employ carefully constructed messages, target specific behaviours, and emphasize personal contact lay a critical foundation for effective water demand management.

5.3.1 "Make Water Work!" Campaign

The RDOS partners with other local governments in the region to support the *Make Water Work!* campaign, led by the Okanagan Basin Water Board under the "Okanagan Waterwise" brand. This broad and prominent campaign employs numerous channels to deliver valley-wide messages, primarily about minimising outdoor water use. The advantages of a single, consistent approach across local government boundaries are many. Channels used include:

- pledge campaign
- contests
- stories in community newspapers and newspaper inserts
- commercials, live liners, promo spots on SUN FM radio
- yard signs
- Facebook ads
 e-newsletter

rack cards

- signs on billboards, bus shelters, public benches
 door magnets for local government fleet vehicles
- branded "Frisbee" style lawn watering gauge giveaways
- dedicated website (www.makewaterwork.ca)



Figure 20: The Make Water Work! Website Homepage

5.3.2 RDOS-Branded Material

In addition to the large suite of region-wide material produced under *Make Water Work!*, the RDOS also puts out a small quantity of locally branded educational print and online material, including the following:

- print brochures and handouts on specific topics including as leak detection, rain barrels, and water wise lawn care; these are distributed at outreach events and have been inserted into water bills in the past;
- an Okanagan-Similkameen Rain Garden Guide;
- a Regional Drought and Flood Update newsletter in 2016;
- door handers for those watering on the wrong day; and,
- online content on the RDOS website and limited use of corporate social media channels (see <u>https://www.rdos.bc.ca/index.php?id=232</u>).



Figure 21: RDOS's Water Conservation Brochures

5.4 Customer Metering

While the RDOS lags behind some other communities in the region on customer metering, significant progress has been made in this area in recent years. The entire West Bench service area was recently fully metered and implementation of volume-based pricing proceeded in 2017. A number of connections in Olalla are metered (strata properties and a mobile home park), as well as in the Sage Mesa system, and 103 meters were installed in Naramata as part of a pilot project. Finally, most commercials properties in all service areas are metered.

5.5 Outdoor Water Use Regulations

Judicious use of lawn watering regulations prevents gross wastage outdoors and also reminds people that it is inefficient to irrigate more often than needed or during the heat of the day when most water is lost to evaporation. The RDOS currently has tailored restrictions for each service area it operates. Stages are numbered 1 through 4. Each stage has its own water-use restrictions and conservation targets. Each April, the RDOS moves into Stage 1 in all systems in preparation for increased demand and usage over the summer.

Specific requirements vary by system, but at Stage 1, most adhere to some variation of three days per week, mornings- and evenings-only watering (mornings only for automatic systems).³ Restrictions may escalate by stages, depending on the status of the water supply.

For more information on current outdoor water use regulations, see www.rdos.bc.ca/departments/public-works/water-systems/water-restrictions/.

³ For example, most systems use the "evens and odds" house-number approach to specify allowable watering days, but this cannot be used in the Faulder system due to the peculiarities of civic numbers in that service area.

6.0 Conservation Measures

This section recommends measures to guide conservation efforts in the RDOS over the next five years. The program measures emphasize improving the availability of water-use information and influencing behaviour through metering and volume-based pricing, and enhancing communication and incentives to encourage reduced consumption during summer months.

Table 5 below provides a consolidated list of program measures, and indicates in the last column whether they are new measures or enhanced ones that build on existing practices and programs. The strategy is organized by six themes:

- implement a long-term metering strategy,
- enhance non-revenue water management,
- demonstrate leadership in water efficiency,
- manage outdoor residential usage,
- ensure efficient agricultural water use, and
- enhance water conservation education and outreach.

Though not discussed here at length, this strategy also assumes that several existing economic and encouragement tools already in place to support conservation efforts among the RDOS customers will continue, specifically incentives, outreach, and marketing and education.

Theme	Code	Program Measure	Status
Implement o	1.1	Enable metering in all water systems for all customers through regulation	Underway
Implement a long-term	1.2	Require installation of meters and/or meter boxes at new developments	New
metering strategy	1.3	Prioritize additional metering in areas that will mostly likely result in reduced customer demand and/or system losses	New
strategy	1.4	Transition metered users to volume-based pricing as soon as practicable	Underway
Enhance non-	2.1	Conduct utility water audits on all major water systems	New
revenue water	2.2	Develop and implement a system loss control program	New
management	2.3	Continue and expand the customer leak notification program	Continue
Demonstrate	3.1	Efficient technology in Regional District facilities	Enhance
leadership in water efficiency	3.2	Best management practices in RDOS-managed landscapes	Enhance
	4.1	Update and standardize outdoor watering allowances	Enhance
Manage outdoor residential	4.2	Prohibit wasteful usage of water	New
usage	4.3	Explore regulatory & incentive measures to improve irrigation efficiency	New
	4.4	Educate residents on non-consumptive fire-prevention methods	New
Ensure efficient	5.1	Prioritize metering and volume-based billing for Farm-Use Properties	Enhance
agricultural	5.2	Work with OBWB on educational material for agricultural users	New
water use	5.3	Continue to promote best practices in farm irrigation	Enhance
Enhanced Water	6.1	Continue to promote the <i>Make Water Work!</i> campaign in partnership with OBWB and other regional agencies	Enhance
Conservation Education & Outreach	6.2	Continue and enhance education and awareness efforts targeting residential, commercial, and agricultural users	Enhance

Table 5: Conservation Strategy Program Measures

Theme #1: Implement a Long-term Metering Strategy

Universal metering offers a range of benefits for water utilities, primarily in the form of enhanced fiscal management, asset management, and water demand management. With respect to impacts on community water consumption, authoritative sources typically estimate that demand reductions in the order of 10% to 30% will be achieved after the metering installation program is complete (see, for example, AWE, 2010; White, 1998). Similar results have been achieved in various BC communities (see, for example, Zapp, n.d.). It is also highly effective in helping design and monitor the effectiveness of water conservation measures.

Metering is important for controlling system loss because it allows service providers to implement improved water accounting and to gain better control over water that is lost throughout the system. Once meters are universally installed, it is possible to account for all the water consumed in homes and businesses and to compare this with water supplied to the whole system through master meters. In simple terms, the difference is non-revenue water, most of which tends to be leakage. Water service providers can use this information to decide what pressure management and leak detection and repair measures to take in order to reduce system loss to a level where it no longer makes economic, social or environmental sense to go further. Metering also provides an ability to identify and control real and apparent losses due to theft, main flushing, firefighting, meter errors, etc.

Based on consideration of both the challenges and benefits, the BC Water and Wastewater Association adopted the following position statement with respect to metering in order to guide members in implementing best practices to support the safeguarding of public health and the environment:

Every water utility should actively work towards accurately metering all water taken into its system and all water distributed from its system at its customers' point of service, read its meters at sufficiently frequent intervals to support consumption-based rate structures and enhance the ability to manage its water system (BCWWA, 2012).

The BCWWA's position is consistent with those of other professional associations, including the American Water and Wastewater Association (AWWA, 2010) and the Canadian Water and Wastewater Association. Universal metering also directly supports policy 2D-8 in the new South Okanagan Regional Growth Strategy (2017):

Promote the implementation of universal metering for water service connections, in collaboration with the Okanagan Basin Water Board.

As noted in Section 5.4, the current status of metering in the RDOS service areas is as follows:

- West Bench water system universally metered;
- Olalla water system several strata properties and a mobile home park are metered;
- Naramata water system 103 meters were installed as part of a pilot project; and,
- Most commercials properties in all water systems are metered.

Building on this foundation, the RDOS should continue to work towards universal metering across all service areas in a staged fashion. The forthcoming Regional *Water Use Regulation*

and Conservation Bylaw proposes mandatory metering for all Farm-use Properties⁴, and Measure 5.1 in this strategy identifies additional considerations to help ensure this regulatory approach achieves the significant water-saving potential it has.

The metering pyramid shown in Figure 22 illustrates that there is a spectrum of options available to increase the use of meters in all communities. For RDOS, this includes requiring meters or meter-readiness (i.e., meter boxes) in all new development and for new or repaired water services, offering voluntary metering, incrementally metering on a water system-by-water system basis, or universal metering through a single major project. Obviously, total expense increases with each step up the pyramid. However, efficiencies and economies of scale are also gained.



Figure 22: Water Metering Pyramid

The RDOS's own experience with the Naramata metering pilot program illustrated that metering also has the potential to reduce operation and maintenance costs and enable future capital costs to be deferred or avoided altogether. This can be achieved through reductions in water use from a combination of leak detection and more conscientious water use. The associated financial savings can help offset the initial capital costs associated with acquiring and installing meters. Wireless transmitting technology has also greatly reduced costs associated with ongoing reading of meters.

Going forward, the measures below are recommended to move the RDOS incrementally toward an ultimate objective of universal metering in all water systems.

⁴ Farm-use Properties are those within a water service area and classified as 'farm' by the British Columbia Assessment Authority.

Measure 1.1: Enable metering in all water systems for all customer categories through regulation and require metering of all Farm-use Properties

Enabling language in current bylaws to provide authority for the RDOS to meter water service customers is inconsistent, and in some cases does not exist. This should be remedied through completion of the *Regional Water Use Regulation and Conservation Bylaw* consolidation project, with enabling language for metering in all water systems, and a mandatory provision for metering all *Farm-use Properties*. This is currently underway in parallel with the development of this strategy. Further considerations for mandatory metering of *Farm-use Properties* are identified in Measure 5.1.

Measure 1.2: Require meters or meter box vaults to be installed at all new developments and property-adjacent pipe replacement projects in all water systems

The RDOS should mandate meters and/or meter boxes at any new construction or major redevelopment and impose associated costs on developers.⁵ Similarly, meters and/or meter box vaults should be routinely installed when infrastructure upgrades such as road repairs or pipe replacement is taking place on the RDOS-owned land adjacent to unmetered private properties, as well as when additional connections are added or existing connections are under repair. Both these steps are standard practices in many other jurisdictions and will help avoid costs and disturbances associated with retrofitting these homes and businesses later.

Measure 1.3: Prioritize additional metering in areas that will mostly likely result in reduced customer demand and/or system losses

Additional future metering projects will be subject to available budget. Subject to availability of resources, we recommend that the RDOS proceed incrementally toward universal metering on a system-by-system basis, similar to the approach recently taken with West Bench. In the absence of other drivers, the criteria used to select the next system should be a combination of either suspected high per capita use, or suspected high levels of system loss. These can be identified by considering average per capita total demand,⁶ average lot size (larger lots tend to use more water for irrigation), average age of pipe infrastructure, and frequency of call-outs for pipe repair.

The cursory baseline water usage analysis in Section 2.1 suggests the Olalla and Naramata Water Systems may be good candidates for system-wide metering due to high per capital total use, but further consideration of the likelihood of system loss in each system is warranted. Theme #2, below, discusses issues around management of system loss further, and it is important to understand that water metering is an important tool for managing leakage.

⁵ Full installation of meters and meter boxes is preferable in water systems where there are plans to implement universal metering in the near term. Meter boxes (or "meter readiness") are generally preferable if full metering may still be some time down the road. This helps avoid installation of meters that are not used.

⁶ Average per capita total demand is defined as total water supplied to the system divided by estimated total population in the system.

Measure 1.4: Transition metered users to volume-based pricing as soon as practicable

Under any metering scenario, it is recommended that metered customers be transitioned to volume-based billing, preferably following a period of 'mock billing' to allow them to anticipate changes in costs and adjust water-use behaviour. It is important to reiterate that many of the benefits of metering will only be fully achieved (and the downsides associated with resistance from the community avoided) if the program is accompanied by the adoption of an incremental volume-based rate structure and a well planned and executed communication program.

Summary and Evaluation Framework

Table six summarizes the core actions under this theme. Table 7 describes the expected outcomes and identifies indicators and methods that can be used to monitor progress and evaluate success toward the attainment of a long-term metering strategy.

Code	Program Measure	Status
M1.1	Enable metering in all water system for all customer categories under bylaw	Underway
	1	New
M1.3	Prioritize additional metering in areas that will mostly likely result in reduced customer demand and/or system losses	New
M1.4	Transition metered users to volume-based pricing as soon as practicable	Underway

Table 6: Summary of Theme 1 Measures (Implement a Long-term Metering Strategy)

Table 7: Theme 1 Outcomes & Monitoring Indices (Implement a Long-term Metering Strategy)

Outcomes	Indicators	Metrics	Methods
RDOS customer water demand is measured and	Percent of customers that are metered	Metered Properties / Total Properties	Tracking by staff
customers pay based on the volume they consume	Percent of customers that pay based on volume consumed	Accounts Charged by Volume / Total Accounts	Tracking by staff

Theme 2: Enhance Non-revenue Water Management

To effectively manage water, it is important to know how and where it is used throughout the RDOS's water systems. *Non-revenue water (NRW)* currently accounts for an unknown portion of the water that is treated. *NRW* has many components (see Figure 23). Some are legitimate uses, such as main flushing, fire hydrant testing, and irrigation of public parks. Others are sources of waste, such as easily repairable leaks and overflows. The portion of this water lost to leakage involves significant costs and affects the credibility of the RDOS's other work to encourage the community to manage consumption. Management of *NRW* is often one of the most cost-effective conservation measures available. We recommend the measures below to improve the RDOS's management of *NRW*.

		Billed Authorized	Billed Metered Consumption	Revenue water	
System Input Volume	Authorized Consumption	consumption	Billed Unmetered Consumption		
		Unbilled Authorized	Unbilled Metered Consumption		
		Consumption	Unbilled Unmetered Consumption		
	Apparen Water Losses	Apparent Losses	Unauthorized Consumption		
			Metering Inaccuracies	Non Revenue Water	
			Leakage on Transmission and/or Distrubution Mains	(NRW)	
		Real Losses	Leakage and Overflows at Utility's Storage Tanks		
			Leakage on Service Connections up to point of Customer Metering		

Source: Winarni (2009)

Figure 23: Standard IWA Water Balance for the Infrastructure Leakage Index

Measure 2.1: Conduct utility water audits on all water systems

A water audit is robust process that breaks down the components of *NRW* and develops a program for reduction. Ideally, this should generally follow International Water Association or American Water Works Association methodologies (see, for example, AWWA, 2009), which are considered industry best practice.⁷

There is a significant challenge with estimating *NRW* as percentage of total demand in most of the RDOS's systems because the residential sector is largely unmetered. Consumption values are not readily available, so contribution to total demand has to be estimated. This in turn affects the estimation of *NRW* because it has to be calculated by subtracting the sum of all other sector uses from the total demand.

As a result, the RDOS will want to include night flow analysis as a key component of the audit. This allows for a more accurate estimation of real losses from within each water system. A night flow analysis is conducted during hours of minimum consumption (e.g., 12am to 4am) to determine the average rate of flow for one hour through a particular network zone (ideally night time in spring or fall when irrigation is minimal). For zones containing non-metered users, real-loss volumes are calculated by subtracting total estimated consumption (depending on connection type) from the volume entering the metered zone, typically estimated in litres per second (L/s). Ideally, data should be verified by checking valve integrity and meter accuracies before calculating real losses (Delgado, 2008). Costs can vary depending on the level of precision and effort desired (e.g., from installing data loggers, to take reads over a number of days and nights, to doing simple manual checks of meters a few hours apart during the night).

⁷ Note that the IWA/AWWA methodologies are designed for larger systems, so application in whole will likely not be appropriate for the RDOS water systems. However, these can still offer a useful guiding framework for this work.

Results from the water audit will also help refine estimates of average customer consumption in non-metered areas, which will assist in targeting other conservation programs in this strategy (e.g., metering roll-out under Theme #1, above). In many cases, the audit will also identify contributions to apparent losses (e.g., leaks) that can be easily remedied at low cost.

Measure 2.2 Develop and implement a system loss control program

Based on the results of the water audit, the RDOS should next design and implement a system loss control program. This may include, for example, an ongoing active leak detection program or pressure management in specific water systems. Other measures may include checking valve integrity, meter accuracies through calibration, and installing additional zone metering.

Measure 2.3 Continue and expand the customer leak notification program

As discussed in Section 5.2 above, the RDOS staff has already implemented a successful and highly customized leak notification program in the recently metered West Bench system. This program should continue and be expanded, as made possible with the expansion of similar metering capabilities in other water systems.

Summary and Evaluation Framework

Table 8 summarizes the core actions under this theme. Table 9 describes the expected outcomes and identifies indicators and methods that can be used to monitor progress and evaluate success toward the attainment of enhancing non-revenue water management.

Code	Program Measure	Status
M2.1	Conduct utility water audits on all major water systems	New
M2.2	Develop and implement a system loss control program	New
M2.3	Continue and expand the customer leak notification program	Continue

Table 9: Theme 2 Outcomes & Monitoring Indices (Enhance Non-revenue Water Management)

Outcomes	Indicators	Metrics	Methods
Improved information on	Volume of water losses	m ³ /service connection/year	Water Audit
<i>NRW</i> and better control of losses currently occurring in water systems	Improved customer attention to leaks on private property as metering permits	# of apparent leaks remedied by customers after notifications sent	Staff to estimate based on meter data

Theme 3: Demonstrate Leadership in Water Efficiency

This theme addresses measures that will improve the water efficiency of the RDOS's own operations and facilities. While the impacts of these measures often result in only minor reductions in use, they are important for ensuring that the Regional District demonstrates leadership to residents and other water users and maintains credibility in its role as a water service provider.

This work will build on successful projects already implemented by the RDOS, such as the demonstration rain garden at the Regional District Office in Penticton (see Figure 17), which continues to be used as a teaching garden and as a feature of educational tours.

We recommend the following measures to improve efficiency of the RDOS's current operations and facilities:

Measure 3.1 Efficient technology in Regional District facilities

Some effort has already been invested in updating water-use technology in Regional District buildings. With this positive context in mind, the RDOS should launch an audit program to review municipally-owned and managed facilities for conservation opportunities. This will include gathering information on construction dates, whether equipment has been updated, how many fixtures (e.g., toilets, sinks, showers, water-cooled equipment, air conditioning units, etc.) exist in each premise, and any metered water-use data. Audits may also consider outdoor water use for landscaping purposes. Installation of water-saving devices should continue until water-efficiency opportunities are maximized. A prioritized list of facilities to audit should be created early in the development of this program.

Examples of facilities the RDOS should include in the review include: the head office, fire halls, public washrooms associated with parks (e.g., Mariposa, Selby, Lions Parks) and the Naramata Museum, washrooms and kitchens in recreation centres and offices, and outdoor water features, such as the water park at Okanagan Falls.

Measure 3.2 Best management practices in RDOS-managed landscapes

In recent years, the RDOS has improved the water resilience of selected landscape installations using strategies such as xeriscaping and irrigation system optimization. With the support of RBC, one of these projects has been leveraged into a demonstration project for the community (see Section 5.2.2). The RDOS has also invested in advanced irrigation systems with electronic controls, valve timers, and rain sensors in some cases.

Given the manageable number of parks and boulevards maintained by the RDOS, the organization should continue to lead by example in water awareness by implementing best practices in landscape irrigation and design in all those it is responsible for maintaining. This can be achieved through a focus on the use of native and/or drought-tolerant landscaping, as well as continuing to adjust irrigation schedules according to weather conditions and the conservation stages in effect. Expanding metering to connections in parks and boulevards would easily facilitate performance monitoring of irrigation systems. These activities will demonstrate a commitment to water-conscious landscaping habits to the broader community and translate into improved credibility with all customers.
Summary and Evaluation Framework

Table 10 summarizes the core actions under this theme. Table 11 describes the expected outcomes and identifies indicators and methods that can be used to monitor progress and evaluate success toward leadership in water efficiency.

Code	Program Measure	Status
M3.1	Efficient technology in RDOS facilities	Enhance
M3.2	Best management practices in RDOS-managed parks and boulevards	Enhance

Table 11. Theme 3 Outcomes 8	& Monitoring Indices (Demonstrate	e Leadership in Water Efficiency)
	k morntoring marces (Demonstrate	E Ecuder ship in water Emerciney

Outcome	Indicators	Metrics	Methods
Reduced water use in municipal and	Water use in municipally-owned and operated buildings	Metered water use compared to baseline	Metered consumption
utility operations	Water use in municipal greenspace	Metered water use compared to baseline	Metered consumption
Enhanced credibility with	Compliance with updated water conservation stages and other water-use bylaw provisions	Number of incidences of non-compliance with watering stages	Bylaw compliance monitoring
water users	Complaints from residents and water users regarding RDOS's water-use practices	Number of calls, emails, or in-person	Tracking by staff

Theme #4: Manage Outdoor Residential Usage

Outdoor water use creates demands on the RDOS's systems that can be almost five times greater than average use. Even in RDOS systems in which commercial irrigation is limited, high per capita use and peaking factors suggest that seasonal residential outdoor uses, such as lawn watering and irrigation of subsistence gardens or crops, is commonplace and accounts for a significant volume of water used in all systems. The Faulder system appears to be an exception, due to significant limitations in water supply availability. In all others, improving the efficiency of residential irrigation systems and changing behaviour and expectations with respect to lawn and landscape maintenance hold significant potential for conservation. Associated advantages include more certainty that communities will have enough water, that it will be of the highest available quality, and that costs will remain reasonable for users.

The RDOS is in the midst of a review and consolidation of water use bylaws across all its systems. Effective outdoor watering regulations will ensure sufficient capacity to meet community demands, and to minimize impacts on aquatic ecosystems and other water resource needs in the Okanagan-Similkameen Basin during times of shortage.

Regulatory tools such as restrictions can work in tandem with incentive-based tools such as product giveaways and education programs. As noted above, the RDOS has a solid foundation of these kinds of programs on which to build. In addition to the existing rain barrel workshops

and compost giveaways, the recommended program measures under this theme are outlined below.

Measure 4.1: Update and standardize outdoor watering regulations

Regulations for outdoor water use currently vary across the RDOS-owned water systems, and in some cases are non-existent or unclear. Addressing these discrepancies by adopting the proposed Schedule of Water Conservation Stages in the forthcoming *Regional Water Use Regulation and Conservation Bylaw* is recommended. The Schedule identifies five standard stages that would apply to all water systems; however, it is designed to enable the RDOS to enact the stages at different times in each system to account for variation in water supply availability.

Measure 4.2: Prohibit wasteful usage of water

Historically high water use in the Okanagan region and the absence of meters in most RDOS water systems can contribute to excessive use of water, whether accidentally or knowingly. The RDOS should adopt a regulatory provision to ensure sufficient authority to deter, cease, and penalize excessive use of water. This can be achieved by accepting the proposed definition of 'Excess Water Use' in the forthcoming *Regional Water Use and Conservation Bylaw* and including enforceable prohibitions.

Measure 4.3: Investigate regulatory and incentive-based measures to improve irrigation efficiency

While effective, regulatory approaches (i.e., bylaws or design standards) that require waterefficient landscape installations or practices are not yet commonplace in North America. This may be a desirable and more practicable medium or long-term approach for the RDOS. Significant reductions in outdoor water use on residential and commercial properties are likely attainable through voluntary measures, particularly if combined with education efforts and incentives.

An incentive program could be offered to encourage property owners to convert conventional spray irrigation systems to drip/trickle (i.e., micro) systems, which are associated with reduced water use. The incentives could be extended to include devices that aid in scheduling of irrigation, such as rain or soil moisture sensors. Costs for incentive programs can easily be contained by setting program caps and making them available to only those who apply before the program cap is reached. The program could also be launched on a pilot or a time-limited basis to help manage public expectations and ensure it is having the desired effect. Rebate programs currently offered by the <u>Regional District of Nanaimo</u> provide a helpful template. Landscape or garden supply centres commonly partner with water utilities in other jurisdictions to promote incentive programs.

Encouraging rainwater harvesting by offering financial incentives for large water storage structures (e.g., cisterns that hold a minimum of 1,000 gallons or 4,546 litres) can also help reduce reliance on RDOS-supplied water during periods when supplies are likely to be most limited, and in turn help improve drought resilience. Providing incentives for rain barrels is not recommended due to their low cost, free availability through existing programming, and since they do not store sufficient water to bridge gaps in precipitation events in the region.

Consideration could be given to incentives that encourage less water-intensive development. Possible approaches include expediting applications, allowing higher density, waiving permit fees, or issuing tax credits for proposed developments with water-conserving design features (e.g., use of drought-tolerant plants or significant rainwater storage capacity).

Measure 4.4: Educate residents on non-consumptive fire-prevention methods

There are anecdotal accounts that some RDOS residents water vegetation in close proximity to dwellings to reduce the risk of damage from forest fires. Though difficult to quantify, changing this behaviour by informing residents of alternative fire-prevention strategies may present an opportunity to reduce outdoor water use during the peak summer period when supplies are most limited and competing demands are highest. Alternative measures that can be promoted as an alternative to water use include:

- removing tree branches and dead vegetation from roofs, gutters, and the perimeter (out to 10 metres) of dwelling structures;
- creating fire breaks between houses and surrounding forested areas through the use of rock, mulch, or lightly-landscaped areas;
- disposing of yard clippings and branches at green waste facilities; and,
- maintaining landscape features that are low to the ground (e.g., 10cm) around the perimeter of dwellings. (Ecora Engineering & Resource group Ltd., 2016)

These alternative fire-prevention strategies can be promoted on the RDOS website, through the creation of a brochure distributed at community events, and through incorporation in content delivered through existing community presentations and workshops. Partnership with local fire departments is recommended to ensure consistency in communication.

Summary and Evaluation Framework

Table 12 summarizes the core actions under this theme. Table 13 describes the expected outcomes and identifies indicators and methods that can be used to monitor progress and evaluate success toward improved management of outdoor residential water use.

Code	Program Measure	Status
M4.1	Update and standardize outdoor watering allowances	Enhance
M4.2	Prohibit wasteful usage of water through an updated bylaw	New
M4.3	Explore regulatory and incentive-based measures to improve irrigation efficiency	New
M4.4	Educate residents on non-consumptive fire-prevention methods	New

Table 12: Summary of Theme 4 Measures (Manage Outdoor Residential Water Use)

Outcome	Indicators	Metrics	Methods
Reduced summer	Compliance with updated outdoor water-use allowances	Number of incidences of non-compliance with watering stages	Bylaw compliance monitoring
water demand	Monthly and annual water use in each water system	Daily Per capita total water use Peaking factors	Tracking and analysis by staff
Less waste of water through	Type of irrigation systems	Number of rebates provided	Bylaw compliance monitoring
excessive and unnecessary use by customers	Complaints received regarding wasteful water- use practices	Number of email, phone, and in-person complaints received	Tracking by staff

Table 13: Theme 4 Outcomes & Monitoring Indices (Manage Outdoor Residential Water Use)

Theme #5: Ensure Efficient Agricultural Water Use

Agricultural activities are a major consumer of water in the Regional District and account for an estimated 55% of water use throughout the Okanagan Region (Okanagan Basin Water Board, 2011). Furthermore, water demand for irrigation in the Okanagan is likely to increase in the future due to the anticipated climate change impacts of lower summer precipitation and higher temperatures (BC Ministry of Forests, Lands, and Natural resource Operations, 2015; British Columbia Agriculture & Food Climate Action Initiative, 2016).

From a farm perspective, reducing water use can significantly enhance drought resiliency, reduce energy use and greenhouse gas emissions, improve the security and sustainability of community water systems, reduce need for fertilizers and herbicides/pesticides, and reduce costs for farm owners through savings in energy and water expenses.

Given the significant use of water for irrigation of commercial agricultural operations irrigation in the Naramata service area in particular, the apparent high outdoor usage in most RDOS systems (see Section 2.1), and the potential for increased demand to service both small scale 'hobby' farming and commercial agriculture, the actions outlined below are recommended to improve agricultural water-efficiency.

Measure 5.1: Prioritize metering and volume-based billing for Farm-use Properties

The forthcoming *Water Use Regulation and Conservation Bylaw* proposes a requirement that all *Farm-use Properties* are metered. Combining metering with the introduction of volume-based rates that charge users lower unit costs for lower volumes consumed is recognized as an effective technique to encourage conservation among agricultural users (Vickers, 2001). To advance the long-term objective of universal metering (Theme #1) and improve agricultural water use efficiency, the Regional District should:

- use a combination of education and compliance monitoring to ensure all *Farm-use Properties* have meters installed;
- begin to measure water use by *Farm-use Properties* to help set appropriate volume-based water rates for this category of users; and,

implement volume-based rates preceded by a mock billing period to allow these
water users to anticipate changes in costs and to adjust their water use accordingly
through improvements in efficiency.⁸

Measure 5.2: Work with OBWB to produce educational material for agricultural users

To increase the consistency of water conservation messaging across the Okanagan region, in partnership with the OBWB, produce an educational product that can be distributed to *Farmuse Properties* with water bills and at community events. Adopting the existing *Make Water Work!* brand will likely improve the effectiveness and reach of the product due to consistency with existing water conservation materials and an ability to distribute it through OBWB channels, such as the *Make Water Work!* website. The RDOS should explore strategic partnerships to help distribute the materials, such as with irrigation and farm supply companies.

The educational product should inform agricultural water users of best practices for agricultural water use, outline incentives to improve water efficiency, and direct them to additional resources where they can find more information. Producing the product in Punjabi as well as English is recommended to reach all target water users. A sample list of relevant resources to aid in the production of this material is outlined in Table 15.

Resource Titles, Author(s), and Web Links			
Water Conservation Factsheet: Irrigation Water-Saving Tips	Author: BC Ministry of Agriculture		
Web link: <u>http://www2.gov.bc.ca/assets/gov/farming-natural-res</u> <u>and-seafood/agricultural-land-and-environment/water/500-series/</u> 2_irrigation_water_saving_tips.pdf			
Water Conservation Factsheet: Irrigation Tips to Conserve Water on the Farm	Author: BC Ministry of Agriculture		
Web link: <u>http://www2.gov.bc.ca/assets/gov/farming-natural-resources-and-industry/agriculture-and-seafood/agricultural-land-and-environment/water/500-series/500310-1_irrigatiion_tips_to_conserve_water.pdf</u>			
BC Irrigation Management and Scheduling Resources	Author: BC Ministry of Agriculture		
Web link: <u>http://www2.gov.bc.ca/gov/content/industry/agricultuenvironment/water/irrigation/irrigation-management-guide</u>	re-seafood/agricultural-land-and-		
Agricultural Irrigation Workshop (handout from a 2012 event held to help local governments understand agricultural irrigation)	Author: BC Ministry of Agriculture		
Web link: <u>http://bclna.com/wp-content/uploads/2014/10/Nursery-Irrigation-Workshop-Booklet-July-11-2012.pdf</u>			
Opportunities in Agriculture: Smart Water Use on your Farm or Ranch	Author: Sustainable Agriculture Network		

Table 14: Online Resources Related to Agricultural Water Efficiency

⁸ During mock billing periods, flat-rate pricing continues, but customers are provided with a mock bill with information about what will happen to costs after the volume-based approach is introduced. To be most effective in reducing demand and community concerns, bills should be accompanied by educational information about how to improve the efficiency of water use.

Web link: <u>https://www.oregon.gov/owrd/docs/Ag_water_conservation.pdf</u>

Measure 5.3: Promote best practices in farm irrigation

There is a wide range of practices that can reduce water use for irrigation, such as the use of flow-control devices, water-conserving nozzles, windbreaks, ground cover, use of water-resilient crops and compost. Focusing efforts on working with agricultural water users and industry associations, such as the Irrigation Industry Association of BC, specifically to improve the efficiency of irrigation is recommended to optimize resources.

The best practices below should be promoted through education and outreach activities. The relatively small number of *Farm-use Properties* served by the RDOS' water systems presents an opportunity to engage directly with these customers individually or in small, targeted group settings. In addition to distributing the educational product discussed above (Measure 5.2), the RDOS should host workshops to introduce agricultural water users to more efficient irrigation techniques and resources, possibly in partnership with the BC Irrigation Industry Association of BC.

Encourage use of more efficient irrigation systems

Drip/trickle irrigation systems (also referred to as micro-irrigation) are considerably more efficient than sprinkler irrigation systems due to reduced water loss from evapotranspiration, runoff, and wind (van der Gulik, n.d.; Alliance for Water Efficiency, 2016). However, farms in BC use more sprinkler-based systems than other Canadian jurisdictions (Statistics Canada, 2011) and approximately 70% of irrigation systems in the Okanagan region are sprinkler-based (e.g., hand/wheelmove guns, solid set sprinklers, etc.) (van der Gulik, 2010).

Drip/trickle irrigation systems are well suited to fruit crops due an ability to target the root zone of plants. The predominance of grape and fruit crops in the RDOS's service areas suggests that encouraging agricultural users to transition to more efficient irrigation systems could significantly reduce water use, potentially for both commercial agricultural users and semi-rural residential properties practicing small-scale subsistence farming. Consideration should be given to introducing incentives for transition to more efficient irrigation systems, in conjunction with a program for residential properties (Measure 4.3), and introducing the program to *Farm-use Properties* in combination with meters to measure consumption.

Encourage strategic scheduling of irrigation

At a minimum, agricultural producers should be encouraged to irrigate through the night, in the early morning, or late in the evening to reduce water loss from evapotranspiration during the warmest periods of the day. More sophisticated irrigation scheduling that takes into account soil moisture content and other climatic conditions can further reduce water use. The availability of online tools that use existing climate stations throughout the province makes it possible for farmers to adopt these techniques at very little cost. Two such examples are the <u>Agricultural Irrigation Scheduling Calculator</u> and the <u>BC Agriculture Water Calculator</u>.

Summary and Evaluation Framework

Table 15 summarizes the core actions under this theme. Table 16 describes the expected outcomes and identifies indicators and methods that can be used to monitor progress and evaluate success toward more efficient agricultural water use.

Table 15: Summary of Theme 5 Measures (Ensure Efficient Agricultural Water Use)

Code	Program Measure	Status
M5.1	Prioritize metering and volume-based billing for Farm-use Properties	Enhance
M5.2	Work with OBWB to produce educational material for agricultural users	New
M5.3	Continue to promote best practices in farm irrigation	Enhanced

Table 16: Theme 5 Outcomes & Monitoring Indices (Ensure Efficient Agricultural Water Use)

Outcome	Indicators	Metrics	Methods
<i>Farm-use</i> <i>Property</i> water demand is	Percent of <i>Farm-use Properties</i> that are metered	Metered <i>Farm-use</i> <i>Properties</i> / Total Properties	Tracking by staff
measured and customers pay based on the volume they consume	Percent of <i>Farm-use Properties</i> that pay based on volume consumed	Farm-use Properties Charged by Volume / Total Accounts	Tracking by staff
More efficient water use by <i>Farm- use Properties</i>	Percent of drip/trickle irrigation systems in use	Drip or trickle irrigation systems in use / Total commercial irrigation systems in use	Voluntary (paper) survey, 'windshield' survey by staff, or inspections
	Total water demand from Farm- use Properties	Litres/day, month, or year	Meter reading and tracking by staff

Theme #6: Enhanced Water Conservation Education and Outreach

Education and outreach involve providing information to customers to help them understand how they use water and make changes. This category also includes all forms of marketing communications through all channels (mass media advertising, websites, social media, brochures, etc.), as well as communication through customer service staff, elected officials and other civic spokespeople. Poorly executed education and marketing efforts often have little or no impact on changing environmental behaviour. However, well-executed campaigns that employ carefully constructed messages, target specific behaviours and emphasize personal contact lay a critical foundation for effective water demand management.

The smaller size of the RDOS's water systems offers a significant advantage in terms of ease of access to residents and businesses to convey target messages and leverage word of mouth to encourage behavioural change. Selected core materials should also be produced in Punjabi to take into account the linguistic needs of more water customers. Recommended program measures under this theme are outlined below.

Measure 6.1 Continue to promote the Make Water Work! campaign in partnership with OBWB and other regional agencies

As noted in Section 5.3, the RDOS has partnered with OBWB and other agencies to deliver marketing communications about water conservation under the *Make Water Work*! campaign for a number of years. Benefits of this coordinated approach include lower costs, consistency of messaging across the region and across service areas, broader reach, and focused messaging on reducing outdoor demand, which is a significant and discretionary use of water across the Okanagan Region. The RDOS should enhance this strategic partnership in two ways:

- with the support of the OBWB, initiate a small-scale campaign under the *Make Water Work*! Brand targeting agricultural water users (see Measure 5.2 for details); and
- adopt the Make Water Work! brand (e.g., logo, font, and colour elements) for all online and print communications to offer more consistent branding across all RDOS programs.

Measure 6.2 Continue and enhance education and awareness efforts targeting residential, commercial, and agricultural users

The RDOS staff has successfully implemented a water conservation outreach campaign for a number of years that includes community events, workshops, print materials such as fact sheets, and an online presence. This multi-pronged approach increases the likelihood of engaging a variety of water users. The actions outlined below are recommended to enhance existing outreach efforts.

6.2.1 Create print materials to introduce the new watering regulations

Introduce a small suite of new print material (consistent with the *Make Water Work*! brand) to communicate to make all water users aware of the forthcoming updated conservation stages and to make it easy for them to understand the new regulations (e.g., rack card and a fridge magnet). and to encourage efficient agricultural water use (e.g., rack card or billing insert) (see Measure 5.2 for details).

6.2.2 Improve the RDOS water conservation webpage

The RDOS Water Conservation webpage (<u>http://www.rdos.bc.ca/departments/public-works/water-systems/water-conservation/</u>) currently hosts a lot of useful information to help customers reduce their water use. However, we recommend that a review of content and layout be undertaken to improve user-friendliness, potentially with support from communication specialists. The following are recommended website enhancements to increase traffic to the site, application of the information, and ultimately water conservation efforts:

- improve ease of navigation on the page by having a menu of page contents at the top of the page or in the sidebar menu;
- add links to water conservation strategies that are in effect;
- add a direct link to information about water conservation stages, and avoid using the negative term 'restrictions' to describe the outdoor water allowances enacted by bylaw;

- make the webpage more interactive by including a link to an external water use calculator, such as the one hosted on the Alliance for Water Efficiency website (<u>http://www.home-water-works.org/calculator</u>)⁹; and,
- include the Uniform Resource Locator (URL) for the Water Conservation webpage on all water-related print materials distributed to water users, including water bills, and when possible, include it in social media posts.

Appendix I provides concise overviews and website links for several online water conservation resources that could augment the quality and variety of information available on the RDOS website.

6.2.3 Build a website feature to communicate about water conservation stages in effect

Creating an interactive map-based website interface will facilitate instantaneous communication about water conservation systems across all water systems. ¹ The Regional District of Nanaimo has a highly effective interactive map feature on its website that could be used as a template and likely replicated at a reasonable cost (see http://www.rdn.bc.ca/cms.asp?wplD=3661). This feature is also likely to be an effective interface for displaying information about water rates and related fees in all of RDOS's water systems.

6.2.4 Enhance awareness of water sources and services through social media

RDOS's existing social media profile should be leveraged and enhanced to increase online communication about water services. For instance, relevant posts to the Facebook page could include:

- profiles of each RDOS water system (e.g., water supply sources, service population sizes, location/type of treatment system, staff members operating the system, number of years/days in operation without service interruptions);
- reminders of regular water-related events (e.g., bill-payment deadlines, flushing, enactment of water conservation stages); and,
- water conservation tips.

Another social media platform, Twitter, has the advantage of facilitating very timely dissemination of concise, straight-forward information. The RDOS should consider using Twitter as a promising means of communicating about changes in water conservation stages across its water systems. As much as possible, social media postings should include hyperlinks to the RDOS's website to allow the target audience to find more detailed information, and also to drive traffic to the website and enhance its visibility.

⁹ The Alliance for Water Efficiency's water calculator allows viewers to navigate through a three-dimensional home, where they are provided with information and asked questions about habits and the technology in use. The result is a personalised assessment of water consumption by activity in the home, a comparison of the user's consumption to others, and recommendations for efficiency improvements.

Summary and Evaluation Framework

Table 17 summarizes the core actions under this theme. Table 18 describes the expected outcomes and identifies indicators and methods that can be used to monitor progress and evaluate success toward enhanced water conservation education and outreach.

Table 17. Summers	u of Thoma 6 Magguras	(Enhanced Water Conce	rvation Education & Outreach)
I ADIE I / . SUITIITALY	V OF THEILE O MEASURES	i termanceu water conse	
	,	(

Code	Program Measure	Status
M6.1	Continue to promote the <i>Make Water Work!</i> campaign in partnership with OBWB and other regional agencies	Enhance
M6.2	Continue and enhance education and awareness efforts targeting residential, commercial, and agricultural users	Enhance

Table 18: Theme 6 Outcomes & Monitoring Indices (Enhanced Water Conservation Education &
Outreach)

Outcome	Indicators	Metrics	Methods
Reduced water use by customers	Total monthly and annual water use in each water system	Daily Per capita total water use Peaking factors	Tracking by staff
Enhanced awareness of water and RDOS water services	Level of engagement with water- related outreach activities	Number of print materials distributed, number of Facebook friends and likes, number of Twitter followers and retweets, number of website hits	Tracking by staff

7.0 Implementation Schedule

This section outlines a recommended timeframe for the implementation of the water conservation program. It is recommended that annual reports be presented to the RDOS Board of Directors documenting progress toward the recommended conservation measures in the reporting period, and priorities for the year ahead.

	Measures	2018	2019	2020	2021	2022
Theme	e #1: Implement a Long-term Metering Strategy					
M1.1	Enable metering in all water system for all customer categories under bylaw					
M1.2	Require installation of meters and/or meter boxes at all new developments					
M1.3	Prioritize additional metering in areas that will mostly likely result in reduced customer demand and/or system losses					
M1.4	Transition metered users to volume-based pricing as soon as practicable					
Theme	e #2: Enhance Non-revenue Water Management					
M2.1	Conduct utility water audits on all water systems					
M2.2	Develop and implement a system loss control program					
M2.3	Continue and expand the customer leak notification program					
Theme	#3: Demonstrate Leadership in Water Efficiency					
M3.1	Efficient technology in Regional District facilities					
M3.2	Best management practices in RDOS-managed landscapes					
Theme	e #4: Manage Outdoor Residential Water Use					
M4.1	Update and standardize outdoor watering allowances					
M4.2	Prohibit wasteful usage of water					
M4.3	Investigate regulatory and incentive-based measures to improve irrigation efficiency					
M4.4	Educate residents on non-consumptive fire-prevention methods					
Theme	#5: Ensure Efficient Agricultural Water Use					
M5.1	Prioritize metering and volume-based billing for Farm-use Properties					
M5.2	Work with OBWB to produce educational material for agricultural users					
M5.3	Continue to promote best practices in farm irrigation					
Theme	#6: Enhanced Water Conservation Education & Outreach	·	·			
M6.1	Continue to promote the <i>Make Water Work!</i> campaign in partnership with OBWB and other regional agencies					
M6.2	Continue and enhance education and awareness efforts targeting residential, commercial, and agricultural users					

Legend

Program Development and Planning

Ongoing implementation

8.0 Conclusion

Through adoption of this strategy, the Regional District of Okanagan-Similkameen is advancing its commitment to provide sustainable and safe water to the communities it serves, today and into the future. The RDOS will implement tried and tested conservation measures that have been proven to reduce consumption throughout the province and across the country.

Despite reductions in total water use in recent years, in per capita terms, it is considerably higher in most of the RDOS's water systems than other BC communities. The conservation measures in this strategy are designed to target high discretional uses of water, and importantly to improve understanding of its use and system loss so that conservation efforts can be monitored and refined in the future.

Conserving water has many advantages for the RDOS and its water users. Most importantly, it saves energy and costs associated with treatment and distribution, it advances strategic objectives outlined in several governance and planning documents, and it enhances the RDOS's stewardship of our shared natural environment. Using water as efficiently as possible is the responsibility of each and every individual. If everyone does their part, these benefits can be enjoyed by the whole community, and the sustainability of the water systems will be greatly improved.

This strategy is considered to be a "living" document - one that is flexible, adaptable, and responsive to changes in technology, awareness, and other factors that will occur during the implementation period. Over the next five years, staff should continue to explore up-and-coming areas of water efficiency. By 2022, the RDOS will have a greatly improved understanding of water use throughout all of its systems and be able to build on this foundational program to design new measures that address the emerging issues of the next decade.

9.0 Bibliography

- Alliance for Water Efficiency. (2016). Explore water conservation with our water use calculator. Retrieved from <u>http://www.home-water-works.org/</u>
- Alliance for Water Efficiency. (2016) AWE water Conservation tracking tool. Retrieved from <u>http://www.allianceforwaterefficiency.org/Tracking-Tool.aspx</u>
- Alliance for Water Efficiency. (2016). Drip and micro-spray irrigation Introduction. Retrieved from <u>http://www.allianceforwaterefficiency.org/Drip_and_Micro-</u>Spray_Irrigation_Introduction.aspx
- Auditor General for Local Government. (2017). Local government's role in ensuring clean drinking water: Regional District of Okanagan-Similkameen - a performance audit carried out by the Auditor General for Local Government of British Columbia. Retrieved from <u>https://www.aglg.ca/app/uploads/sites/26/2017/06/RDOS-</u> <u>Performance-Audit-Report.pdf</u>
- AWWA (2010). Statement of policy on water supply matters: Metering & accountability.
- American Water Works Association. (2009). Water audits and loss control programs. *American Water Works Association Manual of Water Supply Practices M36*. 3rd Ed. Denver.
- BC Climate Action Toolkit. (2017). Carbon neutral local government. Retrieved from <u>http://www.toolkit.bc.ca/resource/becoming-carbon-neutral-workbook-and-guidebook</u>
- British Columbia Ministry of Agriculture. (2012). Agricultural Irrigation Workshop. Retrieved from <u>http://bclna.com/wp-content/uploads/2014/10/Nursery-Irrigation-Workshop-Booklet-July-11-2012.pdf</u>
- British Columbia Ministry of Environment. (2016). 2016/17 B.C. Best practices methodology for quantifying greenhouse gas emissions: Including guidance for public sector organizations, local governments, and community emissions. Retrieved from <u>https://www2.gov.bc.ca/assets/gov/environment/climate-</u> <u>change/cng/methodology/2016-17-pso-methodology.pdf</u>
- BCWWA (2012). BCWWA position statement: Water metering. Adopted by the BCWWA Board of Directors, 26 June 2012. Retrieved from <u>https://www.bcwwa.org/resourcelibrary/2012%20June%2026%20Water%20Metering_fin</u>.<u>pdf</u>
- British Columbia Ministry of Forests, Lands and Natural Resource Operations. (2015). Adapting natural resource management to climate change in the Thompson-Okanagan Region: Considerations for practitioners and Government staff. Retrieved from <u>http://www2.gov.bc.ca/assets/gov/environment/natural-resource-stewardship/nrs-</u> <u>climate-change/regional-extension-notes/toen160222.pdf</u>
- British Columbia Agriculture & Food Climate Action Initiative. (2016). *BC agriculture & climate change regional adaptation strategies services: Okanagan.* Retrieved from

http://www.bcagclimateaction.ca/wp/wp-content/media/RegionalStrategies-Okanagan.pdf

Council of the Federation (2010). Water Charter. August 2010.

- Delgado, D. (2008). *Infrastructure leakage index (ILI) as a regulatory and provider Tool.* Department of Civil Engineering and Engineering Mechanics, University of Arizona.
- Earth Tech. (2006). *Regional District of Okanagan-Similkameen drought management plan for Naramata, Olalla, and Faulder Water Systems.* Prepared for the Regional District of Okanagan-Similkameen.
- Ecora Engineering & Resource Group Ltd. (2016). *Water Conservation Plan Faulder Water System.* Prepared for the Regional District of Okanagan-Similkameen.
- Going Forward 2, Government of British Columbia & Government of Canada. (n.d.). Landscape irrigation scheduling calculator. Retrieved from <u>http://land-calc.irrigationbc.com/</u>
- Government of British Columbia (2008). *Living water smart: British Columbia's water plan.* Victoria, BC.
- Government of British Columbia. (N.d.). BC agriculture water calculator. Retrieved from <u>http://www.bcagriculturewatercalculator.ca/</u>
- Honey-Rosés, J., Gill, D. & P. Pareja. (2016). *BC municipal water survey 2016.* Water Planning Lab, School of Community and Regional Planning, University of British Columbia. Retrieved from <u>http://waterplanninglab.sites.olt.ubc.ca/files/2016/03/BC-Municipal-Water-Survey-2016.pdf</u>
- New Hampshire Department of Environmental Services. (2013). Water efficiency: Agricultural irrigation. Retrieved from https://www.des.nh.gov/organization/commissioner/pip/factsheets/dwgb/documents//dwgb-26-5.pdf
- Okanagan Basin Water Board. (2012). Make Water Work! Retrieved from <u>http://www.makewaterwork.ca/</u>
- Okanagan Basin Water Board. (2011). *Local government user guide to the Okanagan Water Supply and Demand Project.* Retrieved from <u>http://www.obwb.ca/wsd/wp-</u> <u>content/uploads/2011/08/OBWB_Local_Government_Guide_OWSD_Project.pdf</u>
- Regional District of Nanaimo. (2017). What watering restrictions are in effect where you live? Retrieved from <u>http://www.rdn.bc.ca/cms.asp?wpID=3661</u>
- Regional District of Nanaimo. (2017). RDN rebates. Retrieved from <u>http://www.rdn.bc.ca/cms.asp?wpID=2420</u>
- Regional District of Okanagan-Similkameen. (2017). *South Okanagan regional growth strategy, Bylaw 2770.* Retrieved from

http://www.rdosmaps.bc.ca/min_bylaws/bylaws/planning/Original_Bylaws/2770_RGS _2017.pdf

- Regional District of Okanagan-Similkameen. (2017). Water conservation. Retrieved from <u>http://www.rdos.bc.ca/departments/public-works/water-systems/water-</u> <u>conservation/</u>
- Regional District of Okanagan Similkameen. (2011). Community Climate Action Plan. Retrieved from <u>http://www.rdosmaps.bc.ca/min_bylaws/planning/ClimateActionPlan/FINAL_2011/5_</u> <u>Regional_CommunityCAP_FINAL.pdf</u>
- Regional District of Okanagan-Similkameen. (2010). *Naramata water conservation plan.* Retrieved from <u>http://www.rdosmaps.bc.ca/min_bylaws/ES/public_works/Web_Water/WaterConserv</u> ationPlan/Naramata_WaterConservationPlan_Jan2010.pdf
- Regional District of Okanagan-Similkameen. (N.d). *Strategic plan: 2015-19.* Retrieved from <u>http://www.rdosmaps.bc.ca/min_bylaws/admin/CAO/StrategicDirections/2015-2019RDOSStrategicPlan.pdf</u>
- Statistics Canada. (2017). Okanagan-Similkameen, RD [Census division], British Columbia and British Columbia [Province] (table). Census Profile. 2016 Census. Statistics Canada Catalogue no. 98-316-X2016001. Ottawa. Released October 25, 2017. Retrieved from <u>http://www12.statcan.gc.ca/census-recensement/2016/dppd/prof/index.cfm?Lang=E</u>
- Statistics Canada. (2011). Agricultural water survey, No. 5145, Table 9-2. Environment Accounts and Statistics Division. Retrieved from <u>http://www.statcan.gc.ca/pub/16-402-x/2011001/t018-eng.htm</u>
- Sustainable Agriculture Network.(2006). Opportunities in agriculture: Smart water use on your farm or ranch. Retrieved from https://www.oregon.gov/owrd/docs/Ag_water_conservation.pdf

Texas Water Development Board Conservation Division. (N.d.). Agricultural water conservation: Irrigation water use management best management practices. Retrieved from <u>http://www.twdb.texas.gov/publications/brochures/conservation/doc/AgBrochure2_i</u> <u>rrigation.pdf</u>

van der Gulik, T. (n.d.). Agriculture and water in the Okanagan Basin [presentation]. BC Ministry of Agriculture, Fisheries and Food. Retrieved from <u>http://www.obwb.ca/fileadmin/docs/070510_Ted_vdGulik_Agriculture_Water.pdf</u>

van der Gulik, T. (2010). Improving water management for BC Agriculture [presentation]. BC Ministry of Agriculture and Lands. Retrieved from <u>http://www.cowichanwatershedboard.ca/sites/default/files/AgriculturalWaterManag</u> <u>ement-Ted-van-der-Gulik-Aug2010.pdf</u>

- Vickers, A. (2001). *Handbook of Water Use and Conservation*. Water Flow Press. United States.
- Water Research Foundation (WRF). 2016. *Residential end uses of water, Version 2: Executive Report.* Retrieved from <u>http://www.waterrf.org/PublicReportLibrary/4309A.pdf</u>
- White, S. (1998). Wise water management: A demand management manual for water utilities. Prepared by the Institute for Sustainable Future, University of Technology, Sydney. Prepared for the Water Services Association of Australia. Research Report No. 86.
- Winarni. W. (2009). Infrastructure leakage index (ILI) as water losses indicator. *Civil Engineering Dimension*, 11(2), pp. 126-134.
- WSP Canada. (2016). *West Bench water system: Water conservation plan.* Prepared for the Regional District of Okanagan-Similkameen.
- Zapp, A. (N.d.). Universal metering: A steady upward trend for BC utilities. Neptune Technology Group Inc. Presentation to the BC Water and Wastewater Association Conference. Accessed at <u>https://www.bcwwa.org/resourcelibrary/1317615073-</u> <u>ZAPP_A~1.PDF</u>. Accessed on 6 April 2012.

Appendix I: Web-based Water Conservation Resources

Home Water Works - Alliance for Water Efficiency (Chicago, USA) http://www.home-water-works.org/calculator

Website Feature: Water Calculator

The Alliance for Water Efficiency's water calculator allows viewers to navigate through a three dimensional home, where they are provided with information and asked questions about habits and the technology in use. The result is a personalised assessment of water consumption by activity in the home, a comparison of the user's consumption to others, and recommendations for efficiency improvements. Rather than develop an interactive tool such as this from scratch, it would be possible for the City to link to this existing website through a membership in AWE.

The Energy Savings Trust - Water Energy Calculator (United Kingdom) http://www.energysavingtrust.org.uk/domestic/water-energy-calculator

Website Feature: Water-Energy Calculator

This water-energy calculator incorporates sleek graphics and is very easy to use. The assessment is financially based, rather than on volumes, and it therefore may provide more incentive for users to change habits or purchasing behaviour when they have information about much money they can save.

The City of Guelph, Ontario; California Urban Water Conservation Council The City of Guelph <u>http://guelph.ca/living/environment/water/water-conservation/</u> The California Urban Water Conservation Council: <u>http://www.h2ouse.org/tour/index.cfm</u>

Website Feature: Virtual Tour

The City of Guelph and the California Urban Water Conservation Council have websites that use an interactive virtual tour of the home to give tips and ask questions on appliances and habits in the bathroom, kitchen, laundry room, garage, basement and outdoors.

Save Our Water (California USA)

http://saveourwater.com/

Website Features: Simplicity and broad appeal

Save Our Water is a statewide program aimed at helping Californians reduce their everyday water use. Created in 2009 as a partnership between the Association of California Water Agencies and the California Department of Water Resources, the site offers ideas and inspiration for permanently reducing water use.

Other Resources

Think H2O: Links to some of the best water conservation resources from around the web: http://www.thinkh2onow.com/water_conservation_websites_resources.php

Water Use It Wisely: US based private company that provides print and online resources http://wateruseitwisely.com/

Living Water Smart Home Water Assessment: print guide produced by BC Ministry of Environment to assist with evaluating home water use http://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/water-planning/livingwatersmart_book.pdf

Appendix II: Recommendations to Improve Water-use Accounting, Monitoring, and Reporting for RDOS Water Systems

Purpose of this Appendix

- 1. To establish data collection procedures, and for select water systems, generate the baseline data required to:
 - o measure changes in water produced by the RDOS's water systems over time;
 - assist with forecasting future demand to ensure the adequacy of existing water supplies/allocations, infrastructure, and revenues; and,
 - $\circ\;$ evaluate the effectiveness of the Conservation Strategy.
- 2. To address recommendations from the May 2017 report from the performance audit of three RDOS water systems carried out by the Auditor General for Local Government of British Columbia, including:
 - No. 5: the Regional District of Okanagan-Similkameen should improve data collection, analysis, monitoring and reporting on its water services as part of a continual improvement process; and
 - No. 15: the Regional District of Okanagan-Similkameen should consider implementing a structured and results-based approach to water accounting to manage drinking water consumption and losses.

Recommendation No. 1: On an hourly basis, record the 'total water use' for each water system using SCADA technology

The volume of water that exits treatment facilities and is measured by a bulk meter is referred to as 'total water use'. It includes water consumed by all customers, as well as *non-revenue water*¹⁰, such as water lost to leakage or main flushing. Reliable water use data is required to understand how demand and water losses are changing over time, and in turn to plan for the provision of water services and ensure supplies and infrastructure are sufficient to meet future needs.

The more frequently water use data is collected, the greater insights it can provide for understanding and predicting the behaviour of water users. Hourly data collection is recommended, to take into account the significant variation in water use that occurs

¹⁰ *NRW: Non-Revenue Water.* Water that has been treated and pumped to the distribution system, but is generally not metered, not billed, and therefore does not contribute to utility revenues. There are more than 20 sources of *NRW*, including consumptive uses such as distribution system leakage ("system loss") and hydrant water used by utility operations and fire departments for various maintenance and training purposes (AWWA, 2009).

throughout the day, and to ensure systems are designed to handle the spikes in consumption referred to as 'peak' use, which typically coincide with morning and dinner-time routines.

Use of a Supervisory Control and Data Acquisition (SCADA) system to facilitate automatic data collection and recording is recommended to reduce the incidence of human error, and to improve the efficiency of data collection routines and subsequent data analysis.

While transitioning from manual data collection to the adoption of SCADA systems, total water use should be recorded minimally once per day for each system, including on weekends when water consumption habits differ from week days. Care should be taken to ensure consistent data collection techniques. Over time, systematic scheduling of manual bulk meter readings by RDOS staff could produce an accurate picture of the hourly consumption habits of water users, and help water system operators identify peak-hour demand.

It is important to note that in most RDOS water systems, without additional metering or efforts to quantify non-revenue water, changes in total water use cannot definitively be attributed to changes in water-use behaviour by customers. Observed variation in water use could also by caused by changes in non-revenue water, such as increased leakage.

Recommendation No. 2: Update per capita water use estimates for each system

The 2010 South Okanagan Regional Growth Strategy and the Auditor General's performance audit report both identify per capita water consumption as a performance indicator for water services. Residential water use per capita per day (expressed in litres per capita per day or "LCD") is a standard benchmark used to measure the efficiency of residential water use in water systems.

Residential daily per capita use can easily be determined for the universally metered West Bench system using this calculation:

(total annual consumption of residential customers / size of the service population)/ 365 days = X litres per capita per day

Residential per capital consumption estimates can similarly be calculated for the Olalla and Faulder systems by extrapolating the consumption of the homes that participated in metering pilot studies to the number of homes in the respective service areas of each.

For the water systems with no residential metering is in place, it is only possible for the RDOS to calculate **total daily water use per capita**, which includes both water used by customers, as well as non-revenue water:

(total annual water production from bulk meter / size of the service population)/ 365 days = X litres per capita per day

It is important to note that total water use figures should not be used to compare water consumption levels between the RDOS water systems, or with systems in other jurisdictions, since the composition of water users and uses differs substantially between systems, as do quantities of non-revenue water.

By way of example, in per capita terms, almost five times as much water is produced per day by the Naramata system relative to the Faulder water system because a significant volume of water in Naramata is used for agricultural activities. While these figures provide no indication of the relative efficiency of water use in each system, they can and should be used to monitor changes in a system's water use over time. When used for this type of time series analysis, calculating per capita total water use can help evaluate changes in overall water efficiency (across all customer categories), and forecasting future water needs and revenues.

Recommendation No. 3: Regularly update service area population estimates for all water systems

Regardless of which per capita calculation is used to evaluate system efficiency, the RDOS should ensure accurate service population figures are used for all water systems. If the service boundaries for water systems align with census areas, official data from Statistics Canada can be used for this purpose. If the boundaries do not align, an estimated service population size can be calculated by multiplying the number of residential accounts by the average of 2.1 individuals per household in the Regional District (Statistics Canada, 2016)¹¹. These values should be updated annually or as practicable since minor variations in population size can have considerable impacts on per capita consumption calculations due to the small size of the RDOS water systems.

Recommendation No. 4: Perform annual analyses to better understand and forecast water-use behaviour and serve as key performance indicators

The Auditor General's report recommends the development of a performance management and continuous improvement process using key performance indicators aligned with the RDOS' strategies and plans. To this end, it is recommended that the RDOS adopt the following metrics as key performance indicators that are reported on annually to the RDOS Board and public, to monitor the performance of each water system over time:

- average daily per capita total water use (expressed in litres per capita per day) to monitor trends in overall water needs and identify implications for supply and service management;
- average daily per capital residential water use (for West Bench, Olalla, Faulder, and other systems, as metering permits) to provide an indicator of residential water efficiency; and,
- peaking factors to provide an indication of the pressure on supplies and infrastructure from agricultural and discretionary residential uses, which can be used to adjust/enact water conservation stages and/or water rates.

Peaking factor = total water use on the day of the year it was highest/average daily total water use (not expressed in units since it is a multiplication factor)

¹¹ Statistics Canada. (2017). *Okanagan-Similkameen, RD [Census division], British Columbia and British Columbia [Province]* (table). *Census Profile*. 2016 Census. Statistics Canada Catalogue no. 98-316-X2016001. Ottawa. Released October 25, 2017.

Retrieved from http://www12.statcan.gc.ca/census-recensement/2016/dp-pd/prof/index.cfm?Lang=E

Additional analyses that can be produced with existing data to provide additional insights include:

- graphing monthly total water use can illustrate seasonal trends, which may be particularly valuable in water systems with high agricultural use and shifting water use behaviour in response to changing weather patterns;
- monthly and annual consumption by ICI users can be graphed to illustrate trends in water use behaviour and evaluate the potential for volume-based billing; and,
- graphical representation of monthly and annual consumption by other categories of users (e.g., agricultural) as metering permits can help identify trends in water use behaviour and evaluate the potential for volume-based billing.

Recommendation No. 5: Use historical water-use data and demand forecasts to inform annual rate adjustments and achieve full-cost recovery

As the RDOS acquires a better understanding of current water use in each system and sufficient data to observe trends over time, annual demand forecasts should be developed for each fiscal year and used to assist with water rate setting, to ensure sufficient revenues will be generated to cover the costs of the service. Many local governments are in the practice of creating an annual demand forecast (e.g., 2% decrease in total water demand per annum), based on the previous 3-5 years of actual consumption data, which they in turn use to distribute costs across water customers.



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Thursday, December 07, 2017 2:45 p.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority) THAT the Agenda for the RDOS Board Meeting of December 07, 2017 be adopted.

- 1. Consent Agenda Corporate Issues
 - a. Okanagan Falls Parks & Recreation Commission November 9, 2017 THAT the Minutes of the November 9, 2017 Okanagan Falls Parks and Recreation Commission be received.
 - b. Kaleden Recreation Commission November 21, 2017 THAT the Minutes of the November 21, 2017 Kaleden Recreation Commission be received.
 - c. Naramata Parks and Recreation Commission October 23, 2017 THAT the Minutes of the October 23, 2017 Naramata Parks and Recreation Commission be received.
 - d. Area "F" Parks and Recreation Commission November 16, 2017 THAT the Minutes of the November 16, 2017 Area "F" Parks and Recreation Commission be received.
 - e. Similkameen Recreation Commission October 24, 2017 THAT the Minutes of the October 24, 2017 Similkameen Recreation Commission be received.
 - f. Electoral Area "D" Advisory Planning Commission November 14, 2017 THAT the Minutes of the November 14, 2017 Electoral Area "D" Advisory Planning Commission be received.
 - g. Corporate Services Committee November 17, 2017 THAT the Minutes of the November 17, 2017 Corporate Services Committee be received.
 - h. Protective Services Committee November 17, 2017 THAT the Minutes of the November 17, 2017 Protective Services Committee be received.

i. Planning and Development Committee – November 17, 2017

THAT the Minutes of the November 17, 2017 Planning and Development Committee be received.

THAT the Board of Directors accept the Okanagan Falls Town Centre Plan – Phase 3 Report, as a guiding document.

THAT staff initiate the Electoral Area "D-2" Large Holdings Update Official Community Plan Amendment Bylaw No. 2603.12, 2017, and Zoning Amendment Bylaw No. 2455.30, 2017.

j. RDOS Regular Board Meeting – November 17, 2017 THAT the minutes of the November 17, 2017 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority) **THAT the Consent Agenda – Corporate Issues be adopted**.

B. DEVELOPMENT SERVICES – Rural Land Use Matters

- Development Variance Permit Application 19431 95th Street, Osoyoos, Electoral Area "A"
 - a. Permit No. A2017.061-DVP
 - b. Responses Received

To formalize an existing pergola, stairs, and deck accessory to a single detached dwelling.

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

THAT the Board of Directors deny Development Variance Permit No. A2017.061– DVP.

- 2. Development Permit Application (Form & Character) 8332 Gallagher Lake Frontage Road, Oliver, Electoral Area "C"
 - a. Permit No. D2017.133-DP

To allow for the construction of indoor self-storage.

RECOMMENDATION 4 (Unweighted Rural Vote – Simple Majority) **THAT the Board of Directors approve Development Permit No. C2017.133–DP.**

- 2 -

3. Agricultural Land Commission Referral (Exclusion) – 6886 Highway 97, Electoral Area "C"

To exclude an approximately 2,200 m² area of land from the ALR.

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

THAT the Regional District Board "authorize" the application to exclude 6886 Highway 97 and an approximately 1,200 m² part of Lot 48D, Plan KAP1729, District Lot 2450S, SDYD, in Electoral Area "C" to proceed to the Agricultural Land Commission.

4. Agricultural Land Commission Referral (Subdivision) – No Civic Address, Kaleden, Electoral Area "D"

To facilitate a boundary adjustment and create a right-of-way over a separate parcel in order to provide for legal access from the subject properties to Highway 97.

RECOMMENDATION 6 (Unweighted Rural Vote – Simple Majority)

THAT the Regional District Board "authorize" the application to undertake a boundary line adjustment subdivision between Plan KAP841B, Section 14, Township 88, SDYD, Portion SE $\frac{1}{2}$; and Plan KAP841B, Section 14, Township 88, SDYD, Portion E $\frac{1}{2}$ of SW $\frac{1}{4}$ in Electoral Area "D" to proceed to the Agricultural Land Commission.

- 5. Floodplain Exemption Application 108 Riordon Road, Apex, Electoral Area "D-1"
 - Rock Glen Consulting Ltd. Flood Hazard Assessment Report dated November 15, 2017

To replace an existing an existing foundation within 15 metres of a stream.

RECOMMENDATION 7 (Unweighted Rural Vote – Simple Majority)

THAT the Board of Directors approve a floodplain exemption for Lot 7, Plan 18919, District Lot 14s, SDYD, in order to replace the foundation of an existing dwelling placed within 15.0 metres of an unnamed stream, subject to the following conditions:

- i) a statutory covenant is registered on title in order to:
 - a) "save harmless" the Regional District against any damages as a result of a flood occurrence; and
 - b) secure the recommendations contained within the flood hazard assessment report prepared by Paul Glen (P.Eng) of Rock Glen Engineering Consulting Limited, dated November 15, 2017.

- 6. Official Community Plan (OCP) & Zoning Bylaw Amendment 5580 Elderberry Street, Electoral Area "C"
 - a. Bylaw No. 2452.19, 2017
 - b. Bylaw No. 2453.33, 2017

To allow for a boundary line adjustment subdivision between two parcels.

RECOMMENDATION 8 (Unweighted Rural Vote – Simple Majority) THAT Bylaw No. 2452.19, 2017, and Bylaw No. 2453.33, 2017, Electoral Area "C" Official Community Plan and Zoning Amendment Bylaws be denied.

- 7. Review and Update of the Electoral Area "G" Zoning Bylaw
 - a. Bylaw No. 2781, 2017 Zoning Bylaw
 - b. Bylaw No. 2781, 2017 Zoning Map Schedule "2"
 - c. Bylaw No. 2781, 2017 Provincial Floodplain Map Schedule "3"

The public hearing for this item will have been held Thursday, December 07, 2017 at 9:00 a.m. in the RDOS Board Room located at 101 Martin Street, Penticton.

Administration is proposing that the Regional District Board initiate an update of the Electoral Area "G" Zoning Bylaw, as it has not been the subject of such a comprehensive review since its adoption in 1977.

The impetus for this review has been a recent rezoning to allow for an "accessory dwelling" on a property which highlighted the outmoded nature of the bylaw, as well as the prospect of an agricultural zone being considered for Electoral Area "G" (which has received tentative support in a recent community survey) by the Board as a strategic project for 2018.

RECOMMENDATION 9 (Unweighted Rural Vote – Simple Majority) THAT Regional District of Okanagan-Similkameen, Electoral Area "G" Zoning Bylaw No. 2781, 2017, be read a third time.

8. Zoning Bylaw Amendment – Electoral Areas "A", "C", "D", "E", "F" & "H" a. Bylaw No. 2773, 2017

The public hearing for this item will have been held Thursday, December 07, 2017 at 9:00 a.m. in the RDOS Board Room located at 101 Martin Street, Penticton.

The purpose of Amendment Bylaw No. 2773 is generally to address consistency issues currently existing within the various Electoral Area zoning bylaws as they relate to the calculation of height and regulation of retaining walls, but to also address:

- new definitions related to "height" "retaining wall", "structure", "parcel", "parcel coverage", "parcel area, useable" and "panhandle";
- updated general regulations pertaining to Projections and Fence Heights and new regulations pertaining to Retaining Walls;
- a re-ordering of bylaw sections related to "Administration", "Basic Provisions", "Creation of Zones" and "Subdivision Regulations" in order to improve and clarify the intent of these sections across Electoral Areas.

RECOMMENDATION 10 (Unweighted Rural Vote – Simple Majority)

THAT Bylaw No. 2773, 2017, Regional District of Okanagan-Similkameen Retaining Wall and Building Height Update Amendment Bylaw be read a third time.

- 9. Official Community Plan (OCP) & Zoning Bylaw Amendments Electoral Area "C" & "D-1" Dominion Radio Astrophysical Observatory (DRAO)
 - a. Bylaw No. 2777, 2017
 - b. Schedule A DRAO Radio Frequency Interference (RFI) Area Oliver Rural
 - c. Schedule B DRAO Radio Frequency Interference (RFI) Area Electoral Area "C"
 - d. Schedule C DRAO Radio Frequency Interference (RFI) Area Electoral Area "D"

The public hearing for this item will have been held Thursday, December 07, 2017 at 9:00 a.m. in the RDOS Board Room located at 101 Martin Street, Penticton.

Amendment Bylaw No. 2777 seeks to amend the Electoral Area "C" Official Community Plan and Zoning Bylaws and Electoral Area "D-1" Zoning Bylaw as they relate to the Dominion Radio Astrophysical Observatory (DRAO) in order to ensure consistency of objectives, policies, regulations and mapping across those Electoral Areas to which DRAOs Radio Frequency Interference (RFI) Area applies.

RECOMMENDATION 11 (Unweighted Rural Vote – Simple Majority)

THAT Bylaw No. 2777, 2017, Regional District of Okanagan-Similkameen Dominion Radio Astrophysical Observatory Official Community Plan and Zoning Amendment Bylaw be read a third time. 10. Zoning Bylaw Amendment - 8332 Gallagher Lake Frontage Road, Oliver, Electoral Area "C"

a. Bylaw No. 2453.32, 2017

To allow for the development of indoor self storage up to 728.3 m² and formalize an existing duplex.

RECOMMENDATION 12 (Unweighted Rural Vote – Simple Majority) THAT Bylaw No. 2453.32, 2017, Electoral Area "C" Zoning Amendment Bylaw be adopted.

- C. COMMUNITY SERVICES Protective Services
 - 1. Community Emergency Preparedness Fund Emergency Support Services (ESS)

To secure provincial funding for building capacity within the Emergency Support Services (ESS) function of the RDOS Emergency Management Program.

RECOMMENDATION 13 (Unweighted Corporate Vote – Simple Majority) THAT the Board of Directors support the application to the Community Emergency Preparedness Fund - Emergency Support Services Application.

- D. COMMUNITY SERVICES Rural Projects
 - 1. Rural Dividend for the Design and Enhancement of Electoral Area "D" Boat Launches

RECOMMENDATION 14 (Unweighted Corporate Vote – Simple Majority) THAT the Board of Directors support the application to the Rural Dividend Funding Program for the design and enhancement of the Skaha Lake Boat Launches in Area "D".

2. FPInnovations / Firemaster Rural Dividend Initiative Application

This item is brought forward from the December 07, 2017 Community Services Committee for Board recommendation due to the December 15, 2017 application deadline.

E. FINANCE

1. 2017-2021 Five Year Financial Plan Amendment - Rural Projects Electoral Area "A"

RECOMMENDATION 15 (Weighted Corporate Vote – Majority) THAT the Board of Directors support a Five-year Financial Plan Amendment in the amount of \$10,000 for the Rural Projects Area "A" to fund the pickelball court upgrade in Osoyoos.

F. LEGISLATIVE SERVICES

- 1. Fire Service Area Amendment Bylaws
 - a. Anarchist Mountain Fire Protection Service Establishment Amendment Bylaw No. 2334.01, 2017
 - i. Bylaw No. 2334, 2005
 - b. Kaleden Fire Department Fire Protection Local Service Establishment Amendment Bylaw No. 1238.01, 2017
 - i. Bylaw No. 1238, 1991
 - c. Keremeos Fire Protection Service Establishment Amendment Bylaw No. 2178.04, 2017
 - i. Bylaw No. 2178, 2002
 - d. Naramata Fire Prevention and Suppression Local Service Establishment Amendment Bylaw No. 1619.01, 2017
 - i. Bylaw No. 1619, 1995
 - e. Okanagan Falls Fire Protection Service Establishment Bylaw No. 1310.02, 2017
 i. Bylaw No. 1310, 1992
 - f. Tulameen Fire Prevention and Suppression Local Service Establishment Bylaw No. 1574.01, 2017
 - i. Bylaw No. 1574, 1995
 - g. Willowbrook Fire Protection Local Service Establishment Amendment Bylaw No. 1388.01, 2017
 - i. Bylaw No. 1388, 1993

Amending the service establishment bylaws ensures that the bylaws remain compliant with the services being provided in each of the fire service areas.

RECOMMENDATION 16 (Unweighted Corporate Vote – Simple Majority)

THAT the Board authorize consent be given on behalf of the electoral area by the electoral area Director pursuant to the Local Government Act, and further,

THAT the following bylaws be given first and second and third reading and be forwarded to the Inspector of Municipalities for approval prior to adoption by the Board of Directors:

- Anarchist Mountain Fire Protection Service Establishment Amendment Bylaw No. 2334.01, 2017

- Kaleden Fire Department Fire Protection Local Service Establishment Amendment Bylaw No. 1238.01, 2017
- Keremeos Fire Protection Service Establishment Amendment Bylaw No. 2178.04, 2017
- Naramata Fire Prevention and Suppression Local Service Establishment Amendment Bylaw No. 1619.01, 2017
- Okanagan Falls Fire Protection Service Establishment Amendment Bylaw No. 1310.02, 2017
- Tulameen Fire Prevention and Suppression Local Service Establishment Amendment Bylaw No. 1574.01, 2017
- Willowbrook Fire Protection Local Service Establishment Amendment Bylaw No. 1388.01, 2017
- 2. Gallagher Lake Sewer and Water Service Establishment Amendment Bylaw No. 2630.05, 2017
 - a. Bylaw No. 2630.05, 2017

To bring an additional property into the service area.

RECOMMENDATION 17 (Unweighted Corporate Vote – Simple Majority) THAT the Board authorize consent be given on behalf of the electoral area by the electoral area Director pursuant to the Local Government Act, and further,

THAT Bylaw No. 2630.05, 2017 Gallagher Lake Sewer and Water Service Amendment Bylaw be read a first, second and third time.

3. Appointment to Electoral Area "G" Advisory Planning Commission

In accordance with Section 4.1 of the Regional District's Advisory Planning Commission (APC) Bylaw No. 2339, 2006, "the Board, by resolution, shall appoint members to an APC on the recommendation of the Electoral Area Director."

RECOMMENDATION 18 (Unweighted Corporate Vote – Simple Majority) THAT the Board of Directors appoint Ken Hoyle and Neil Gair as members of the Electoral Area "G" Advisory Planning Commission until November 30, 2018.

4. Parks and Recreation Commission Appointments

As outlined in RDOS Parks and Recreation Commission Bylaw No. 2732, 2016, advertisements were placed in local news publications seeking new membership for all Commissions. The Electoral Area Directors have reviewed all new applications and expiring members wishing to let their name stand, and are recommending the following members for Board appointment to the various commissions.

RECOMMENDATION 19 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors appoint the following members to the subsequent Commissions:

Area "B" -	Area "E" -	Area "F" -	Area "D" -	Area "D" -	Similkameen
Kobau Park	Naramata	West Bench	Okanagan	Kaleden	Recreation
			Falls		
Tammy	Adrienne	Larry Farley	Carole Barker	Subrina	Jennifer
Vesper	Fedrigo			Monteith	Roe
Sonjia	Alexandra	Jane	Pat Rawkins	Wendy Busch	Wendy
Vanden Hoek	Paproski	Windeler		-	Stewart
Marc Lepage	Maureen	Tristan	Alf	Jaynie Malloy	Tom
	Balcaen	Mennell	Hartviksen		Robbins
	Lyle Resh			Randy	
	-			Cranston	

G. CAO REPORTS

1. Verbal Update

H. OTHER BUSINESS

1. Chair's Report

2. Directors Motions

3. Board Members Verbal Update

I. ADJOURNMENT

MINUTES
Okanagan Falls Parks & Recreation Commission

Parks & Recreation

November 9, 2017 Okanagan Falls, Community Centre

Members Present:	Don Clark (Chair), Kevin Tom, Ron Obirek, Brian Jackson, Alf Hartviksen, Matt Taylor
RDOS Staff:	Janet Black
Guests:	Ray Mulrooney, Terry McCormack
Recording Secretary:	Janet Black

1.0 CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2.0 ADOPTION OF AGENDA

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Agenda for November 9, 2017 be adopted.

3.0 APPROVAL OF PREVIOUS MEETING MINUTES

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the minutes of for October 12, 2017 be approved.

CARRIED

4.0 BUSINESS ARISING FROM PREVIOUS MINUTES

5.0 CORRESPONDENCE/DELEGATIONS

Shari Saysomsack was unable to be there to present on building a Nature Playground. (tabled)

Delegation: Ray Mulrooney, Terry McCormack –re. status of boat dock and importance of repairing. Report provided by Staff

Commission discussed – there was a consensus to repair or replace, notwithstanding the financial challenges. ACTION: Staff to quote on scope, options, possible grant opportunities.

6.0 COMMISSION MEMBER REPORTS

- 6.1 Chair Don Clark
- Appointment of new Commission member (Carole Barker) has attended several meetings as a guest and submitted application on October 17 to Mark Woods).



CARRIED



MINUTES

Okanagan Falls Parks & Recreation Commission

November 9, 2017 Okanagan Falls, Community Centre



RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Commission recommend to the RDOS Board the appointment of Carole Barker to the Okanagan Falls Parks and Recreation Commission.

CARRIED

- 6.2 Treasurer Report Kevin Tom Report received as presented.
- 6.3 Committees: Heritage Hills Ron Obirek Report received as presented.

7.0 RDOS STAFF REPORTS

- 7.1 Parks Report Justin Shuttleworth
- 7.2 Recreation Report Janet Black Report received as presented.Discussion on Fees and Charges.

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Commission recommend the following changes to the Fees...

Tabled to December meeting for discussion

8.0 RDOS DIRECTOR REPORT

No report.

9.0 NEW BUSINESS ARISING

9.1 Discussion of terms of Commission members. Don Clark will be stepping down after the December meeting. All other members are planning to stay on. Terms are up in December. AGM is January 11th.

10.0 ADJOURNMENT

RECOMMENDATION

IT WAS MOVED

That the meeting be adjourned at 8:45 p.m.



MINUTES

Okanagan Falls Parks & Recreation Commission

November 9, 2017 Okanagan Falls, Community Centre



Recreation Commission Chair

Recording Secretary

NEXT MEETING: December 14, 7:00 pm at Community Centre



MINUTES



Kaleden Recreation Commission Tuesday, November 21, 2017

Kaleden Community Hall

Members Present:	Doug King (Chair), Jaynie Malloy, Randy Cranston, Neal Dockendorf, Jen Charlish
Absent:	Wendy Busch, Gail Jeffery, Jennifer Strong, Tom Siddon
Staff:	Shona Schleppe
Recording:	Shona Schleppe

Call to Order: 7:02 pm

1. APPROVAL OF AGENDA

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Agenda for the Kaleden Parks and Recreation Meeting of November 21, 2017 be adopted. CARRIED

2. APPROVAL OF MEETING MINUTES

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the minutes for the Kaleden Parks & Recreation Meeting of October 17, 2017 be adopted. CARRIED

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the minutes for the Kaleden Parks & Recreation Special Budget Meeting of October 24, 2017 be adopted. CARRIED

3. CORRESPONDENCE/DELEGATIONS

Kaleden Commission Chair sent letter to Honourable Doug Donaldson (FLNRO) and hopes to have telephone conversation with Ken McLaren (Executive Assistant) on Nov. 22, 2017.



MINUTES Kaleden Recreation Commission

Tuesday, November 21, 2017 Kaleden Community Hall



- 4. RDOS STAFF REPORTS
 - 4.1 Park Coordinator Justin Shuttleworth

No report.

4.2 Recreation Coordinator Report – Janet Black

Written report received.

RECOMMENDATION

IT WAS MOVED AND SECONDED:

Kaleden Recreation Commission invite Janet Black to January 16th AGM to provide a recreation report and conduct a short survey. CARRIED

5. COMMISSION MEMBER REPORTS

6. RDOS DIRECTOR REPORT No report received.

7. BUSINESS ARISING

7.1 Janitorial (current contract expires December 31)

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the janitor be contacted to see how her schedule could be adapted to the schedule proposed by Kal-Rec in the budget process. CARRIED

7.2 Commission Member Appointments for 2018

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the following individuals be considered by the RDOS Board for appointment or reappointment: Wendy Busch Jaynie Molloy Randy Cranston Subrina Monteith (new appointment)


MINUTES Kaleden Recreation Commission



Tuesday, November 21, 2017 Kaleden Community Hall

7.3 RDOS lease of Community Hall (current contract expires December 31)

RECOMMENDATION

IT WAS MOVED AND SECONDED

That Kaleden Parks and Recreation Commission recommend that RDOS accept the proposal from the Kaleden Community Association to lease the hall facilities for the year 2018 under similar terms as 2017 which included these amendments:

1. The lease will terminate on December 31, 2018 unless it is mutually agreed by both parties that it will be renewed. There will be no automatic renewal.

2. All maintenance contracts or capital improvement contracts for the Community Hall or any work to be done in the Community Hall must have the prior consent of the Kaleden Community Association.

3. The net proceeds in 2018 from the lease to the ORL based on square footage (currently approximately \$7050 annually) shall be payable to KCA within 60 days of invoicing. CARRIED

- 7.4 ORL contract (current contract expires December 31)ACTION: Schedule a meeting between KCA and RDOS to renew ORL contract terms.
- 7.5 Schedule for Kal-Rec Events Calendar Major events scheduled. Other events to be added
- 7.6 Alder property (288 D2017.156 Crown Use of crown land accretion for "seasonal cabin") RDOS Planning will submit referral comments on or before January 13, 2018. The referral will proceed to Area "D" APC on December 12th. Kaleden Recreation Commission will also be encouraged to provide comment.

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the RDOS Board be asked to adhere to the Area D-1 OCP sections:

15.2.5 Identify and work to acquire parks and recreation sites to meet the present and future needs of residents.

15.3.6 Recognizes that Skaha Lake access and completion of the KVR Trail are priorities in terms of land acquisition.

15.3.10 Supports the Provincial Approving Officer taking all accesses to water to the Regional District for review and comment.

CARRIED



MINUTES Kaleden Recreation Commission



Tuesday, November 21, 2017 Kaleden Community Hall

7.7 Change meeting date to first Tuesday of each month.

RECOMMENDATION

IT WAS MOVED AND SECONDED

That regular meetings of Kal-Rec normally be scheduled on the first Tuesday of each month beginning February 2018. CARRIED

- 7.7 Development of Guidelines for use of hall (clubs and other users)Guidelines were presented for discussion. To be adopted at a later date.
- 7.8 Development of Guidelines for fee implementationGuidelines were presented for discussion. To be adopted at a later date.

8. ADJOURNMENT

RECOMMENDATION

IT WAS MOVED

That the meeting be adjourned at 8:41 pm.

NEXT REGULAR MEETING: Tuesday December 19, 2017 at 7:00pm AGM: Tuesday January 16, 2017 at 7:00 pm Kaleden Community Hall

Recreation Commission Chair

Recording Secretary



Monday, October 23, 2017, 6:30 p.m. Naramata Fire Hall

Members Present:	Dennis Smith (Chair), Jacqueline Duncan, Maureen Balcaen, Jeff Gagnon, Lyle Resh arrived at 6:56 p.m.
Absent:	Richard Roskell
Area 'E' Director	Karla Kozakevich
Staff & Contractors:	Heather Lemieux (Recording Secretary)
Guests:	Adrienne Fedrigo
Delegations:	Kevin Ronaghan (Naramata PAC), Kurt Joudrey and Misty Knoll (Naramata Faire Society) arrived @ 6:46 p.m.

1. APPROVAL OF AGENDA - Call to Order 6:30 p.m. Quorum Present.

Remove 4. Parks Maintenance Contractor Report, Jordan Taylor. Added 3.3 Naramata Faire Summary.

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Agenda for the Naramata Parks & Recreation Meeting of October 23, 2017 be adopted as amended and all presentations and reports be received.

CARRIED (UNANIMOUSLY)

2. APPROVAL OF LAST MEETING MINUTES

RECOMMENDATION

<u>IT WAS MOVED AND SECONDED</u> That the minutes for the Naramata Parks & Recreation Meeting of September 18, 2017 be adopted.

CARRIED (UNANIMOUSLY)

3. CORRESPONDENCE/DELEGATIONS



Monday, October 23, 2017, 6:30 p.m. Naramata Fire Hall

- **3.1. Naramata Parent Advisory Council (PAC)** Kevin Ronaghan, Naramata PAC Treasurer extended thanks to the NPR for previous years' support. Enrolment continues to rise, 94 children are enrolled in the 2017/18 school year. Delegate requests a recreation grant of \$7,000 for 2018 recreational activities and bussing. Discussed previous funding and the programs and recreation the funding has supported. A formal request letter was submitted to Dennis Smith.
- **3.2. Naramata Playschool Society (NPS)** Delegation absent. **ACTION** Dennis Smith to invite NPS delegates to the next NPR meeting.
- **3.3. Naramata Faire Summary** Kurt Joudrey and Misty Knol, Naramata Faire Society reported that the event was a success. Discussed liability insurance, stage stairs, event dates and activity highlights. Discussed holding the Faire in July. Delegation requested NPR support of up to \$5,000 for the 2018 faire.

- 4. RDOS DIRECTOR REPORT Karla Kozakevich reported:
 - 4.1. Road Acquisition Public consultation was held, all were in favour of acquiring the section of 1st Street between Wharf Park and the Country Squire lot. Discussed MOTi and future park planning. ACTION Deb Linton to publish an article on the potential acquisition.
 - 4.2. Toilet at Wharf Park An inquiry was received by a housing developer to fund the installation of washroom and septic facilities at Wharf Park or the Country Squire lot, in exchange for use of the septic field. Discussed the opportunity, subdividing. Discussed future planning implications, budget, logistics and future building plans. NPR members are is support of the idea. ACTION Karla Kozakevich to request more information from the developer. Specifically, total acres, septic field location and engineering details.
- 5. RDOS STAFF REPORT Justin Shuttleworth absent, no report.
- 6. RECREATION CONTRACTOR REPORT Deb Linton (Recreation Coordinator Contractor), report submitted.
 - 6.1. Skateboarding Discussed the possibility of installing a skateboard park, costs and benefiting demographic and budget. ACTION Deb Linton to distribute a community feedback survey for input. Discussed the Parks Master Plan and Area OCP's are being updated in sequence by each RDOS Area.



Monday, October 23, 2017, 6:30 p.m. Naramata Fire Hall

6.2. Creek Park Rental - Inquiry received to rent Creek Park for a wedding of approximately 80 guests. ACTION - Dennis Smith to plan a site meeting.

7. COMMISSION MEMBER REPORTS

- 7.1. Woodwackers Report Lyle Resh reported that wind storms knocked trees down along the KVR. Hunters have cleared the trees to pass. Discussed Arawana toilet project, washout at mile 109 to 110 and logging effects on culverts. Vehicle traffic is solidifying sanded section of the trail. Discussions continue with the Forest Service and Gorman Bros., further discussion is needed regarding culverts. ACTION - Lyle Resh to email the Forest Service about culverts and cc' Karla Kozakevich and Mark Woods.
- 7.2. NPR Vice Position Jeff Gagnon nominated, nomination declined. ONGOING ACTION Move NPR Vice Position discussion and voting to next meeting.

7.2.1. Manitou Master Plan

ONGOING

Septic assessment is being completed for Manitou Park. Discussed age-friendly planning grant and changing demographics. An age-friendly document is being prepared by a consultant and will be completed in December 2017.

8. BUSINESS ARISING

8.1. Naramata Faire - Discussed request of up to \$5,000, cost of musicians, dual event concerns, food and the special occasion liquor licence. Further discussion will be held at the November NPR meeting. ACTION - Jeff Gagnon to follow up with Kurt Joudrey and Misty Knoll.

8.2. Naramata PAC -

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Naramata Parks & Recreation grant the Naramata Parent Advisory Council \$7,000 for Recreational activities and bussing costs.

CARRIED (UNANIMOUSLY)

ACTION - Heather Lemieux to email grant approval to Kevin Ronaghan, PAC Treasurer.

8.3. Bear Garbage Bin - The garbage bin at the Arawana staging area was overflowing. ACTION - Karla Kozakevich to follow up with Jordan Taylor, Mark Woods or KVR trail



Monday, October 23, 2017, 6:30 p.m. Naramata Fire Hall

crew. **ACTION** - Maureen Balcaen to send a picture of the overflowing bin to Karla Kozakevich.

- 8.4. **Cenotaph** Discussed cenotaph relocation as a focal point for Manitou Park and Remembrance Day significance. The current location under a willow tree provides shelter from inclement weather at the annual ceremony held in November each year. Discussed Manitou Park driveway relocation and MOTi communication. **ACTION** -Dennis Smith to follow up with MOTi regarding the Manitou Park entrance relocation.
- 8.5. Commission Members Discussed NPR membership and available positions, advertisements and new NPR member process. The NPR commission can have a minimum of 5 members and a maximum of 11 members.

9. ADJOURNMENT 8:18 p.m.

NEXT MEETING: November 27, 2017, 6:30 pm, Naramata Fire Hall

Recreation Commission Chair Récording Secretary



MINUTES Area "F" Parks and Recreation Commission

Thursday November 16, 2017, 7:00 pm RDOS Office

Members Present:	Heather Allen, Warren Everton, Tristan Mennell, Jane Windeler
Absent:	Ben Arcuri, Larry Farley
Area Director	Michael Brydon
Staff:	Mark Woods
Recording Secretary:	Warren Everton
Guests:	Amanda Murai, Sue Gibbons

APPROVAL OF AGENDA

IT WAS MOVED AND SECONDED That the Agenda for the Area "F" Parks and Recreation Meeting of November 16, 2017 be adopted and all presentations and reports be accepted. – CARRIED

1. APPROVAL OF LAST MEETING MINUTES

IT WAS MOVED AND SECONDED

That the minutes for the Area "F" Parks and Recreation Meeting of September 20, 2017 be adopted. – CARRIED

2. CORRESPONDENCE/DELEGATIONS No correspondence or delegations

3. RDOS STAFF REPORTS

3.1. Recreation Program

Staff reported on access to West Bench Elementary gym. Intention is to have a use agreement in place by year-end. Also "Book King" Software planned to be in place in a similar time frame. Presentation by new Recreation Coordinator Amanda Murai.

Actions: Staff to approach PIB for use of the trails above WBE.

Staff to reach out to PAC to facilitate or coordinate on similar programs.

3.2. West Bench Community Meeting Meet and Greet scheduled for Nov 19th at WBE. Action: no action



MINUTES Area "F" Parks and Recreation Commission

Thursday November 16, 2017, 7:00 pm RDOS Office

3.3. Solar Lights

Piloting solar bollards. Expected brightness not yet achieved. Waiting on more sunshine to fully power.

Action: no action

3.4. 2018 Budget

Staff reported that the budget size has been maintained from previous year. Capital project list is still outstanding. Staff reported on how Regional Recreation Coordinator is funded. Action: Chair to resend priority list email for commission member input.

IT WAS MOVED AND SECONDED

That the Report be accepted for information - CARRIED

4. COMMISSION MEMBER REPORTS

4.1. Report on refurbishment of Riding Ring sign

IT WAS MOVED AND SECONDED

That the report from the chair be accepted for information– CARRIED Opposed:

5. RDOS DIRECTOR REPORT

5.1. OCP Update Director reported on the consultant's report, survey results and a summary of choices.

IT WAS MOVED AND SECONDED

That the report from the chair be accepted for information- CARRIED

- 6. BUSINESS ARISING
 - 6.1. No items.

7. ADJOURNMENT

NEXT MEETING:

December for pathway walk, February, specific dates by poll, RDOS Office



MINUTES Area "F" Parks and Recreation Commission

Thursday November 16, 2017, 7:00 pm RDOS Office

Recreation Commission Chair

Recording Secretary



MINUTES

Similkameen Recreation Commission

October 24, 2017 at 7.00pm Similkameen Recreation Centre 210th meeting

Members Present:	Charlene Cowling, Marie Marven, Wendy Stewart, Jennifer Roe, T.
	Robins
Absent:	M. Todd
Area Representatives	G. Bush (Area B), E. Christensen (Area G), J. Evans (Keremeos)
Staff:	Karl Donoghue,
Recording Secretary:	Karl Donoghue
Guests:	

1. Approval of Agenda

RECOMMENDATION

IT WAS MOVED AND SECONDED

That the Agenda for the Similkameen Recreation Meeting of October 24, 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 26, 2017 be adopted. – CARRIED

3. Correspondence/Delegations/Public Questions

Letter from the Friends of the Keremeos Rink circulated.

4. Staff Reports

Management report accepted as presented.

Budgets 2018 presented for discussion



MINUTES

Similkameen Recreation Commission

October 24, 2017 at 7.00pm Similkameen Recreation Centre 210th meeting

RECOMMENDATION

IT WAS MOVED AND SECONDED To approve the budgets for 2018 be accepted as presented. – CARRIED

RECOMMENDATION

IT WAS MOVED AND SECONDED To obtain prices to pave the driveway and a portion of the parking lot - CARRIED

RECOMMENDATION

IT WAS MOVED AND SECONDED That the Elim Church be permitted to use the Recreation Centre parking lot on Sunday mornings. – CARRIED

5. Business Arising

RECOMMENDATION IT WAS MOVED AND SECONDED - CARRIED or DEFEATED Opposed:

6. Adjournment

RECOMMENDATION <u>IT WAS MOVED AND SECONDED</u> – CARRIED or DEFEATED Opposed:

NEXT MEETING: November 26, 2017 Similkameen Recreation Centre



MINUTES

Similkameen Recreation Commission

October 24, 2017 at 7.00pm Similkameen Recreation Centre 210th meeting

Recreation Commission Chair

Recording Secretary



Minutes

Electoral Area "D" Advisory Planning Commission

Meeting of Tuesday, November 14, 2017 Okanagan Falls Community Centre (Gymnasium) 1141 Cedar Street, Okanagan Falls, BC

Present:	Tom Styffe, Alternate Director
Members:	Jerry Stewart, Doug Lychak, Robert Handfield, Jill Adamson, Ron Obirek, Robert
	Pearce, Navid Chaudry
Absent:	Tom Siddon, Yvonne Kennedy, Bob Haddow, Doreen Olson, Don Allbright
Staff:	Evelyn Riechert, Planner
	Sue Gibbons, Recording Secretary
Delegates:	Martin, Ken for Zoning Bylaw Amendment Application D06788.781 / D2017.148-
	ZONE
	Agent: Elenko, Brad

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. ADOPTION OF AGENDA

MOTION

It was Moved and Seconded that the Agenda be adopted.

CARRIED (UNANIMOUSLY)

3. APPROVAL OF PREVIOUS MEETING MINUTES

MOTION

It was Moved and Seconded by the APC that the Minutes of September 19, 2017 be approved.

The Chair called for errors or omissions and there were none.

CARRIED (UNANIMOUSLY)



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN 101 Martin Street, Penticton, BC V2A 5J9 | 250-492-0237 | www.rdos.bc.ca | info@rdos.bc.ca Serving the citizens of the Okanagan-Similkameen since 1966.

4. DEVELOPMENT APPLICATIONS

4.1 D06788.781 / D2017.148-ZONE – Zoning Bylaw Amendment Application

Delegates: Martin, Ken & Catherine Agent: Elenko, Brad

Discussion

MOTION

It was Moved and Seconded that the APC recommends to the RDOS Board of

Directors that the subject development application be denied.

CARRIED

5. <u>ADJOURNMENT</u>

MOTION

It was Moved and Seconded that the meeting be adjourned at 7:59 pm.

CARRIED (UNANIMOUSLY)

Advisory Planning Commission Chair

Advisory Planning Commission Recording Secretary



Minutes are in DRAFT form and are subject to change pending approval by the Regional District Board REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN Corporate Services Committee

Thursday, November 16, 2017 12:34 p.m.

Minutes

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

MEMBERS ABSENT:

Director T. Siddon, Electoral Area "D"

STAFF PRESENT:

B. Newell, Chief Administrative Officer

C. Malden, Manager of Legislative Services

A. APPROVAL OF AGENDA RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Corporate Services Committee Meeting of November 16, 2017 be adopted. - CARRIED

B. DELEGATION

1. Christopher Weafer, Shareholder and Co-Managing Director, Owen Bird Law Corporation

It was MOVED and SECONDED

THAT in accordance with Section 90(1)(i) of the *Community Charter*, the Committee close the meeting on the basis of the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose. - **CARRIED**

The meeting was closed to the public at 12:35 p.m. The meeting was opened to the public at 1:26 p.m.

Director A. Jakubeit, City of Penticton Director H. Konanz, City of Penticton Director A. Martin, City of Penticton Director C. Rhodes, Alt. Town of Osoyoos Director M. Pendergraft, Electoral Area "A" Director T. Schafer, Electoral Area "C" Director J. Sentes, City of Penticton Director T. Styffe, Alt. Electoral Area "D" Director P. Waterman, District of Summerland

Director S. McKortoff, Town of Osoyoos

C. BOARD OF DIRECTORS SELF-ASSESSMENT

CAO Newell led the Directors through a Board self-assessment.

D. ADJOURNMENT

By consensus, the meeting adjourned at 1:37 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich RDOS Committee Chair B. Newell Corporate Officer



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

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Protective Services Committee Thursday, November 16, 2017 1:46 p.m.

Minutes

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director T. Siddon, Electoral Area "D"

STAFF PRESENT:

B. Newell, Chief Administrative Officer C. Malden, Manager of Legislative Services Director R. Hovanes, Town of Oliver Director H. Konanz, City of Penticton Director K. Kozakevich, Electoral Area "E" Director A. Martin, City of Penticton Director C. Rhodes, Alt. Town of Osoyoos Director M. Pendergraft, Electoral Area "A" Director J. Sentes, City of Penticton Director T. Styffe, Alt. Electoral Area "D" Director P. Waterman, District of Summerland

Director S. McKortoff, Town of Osoyoos

M. Woods, Manager of Community Services

A. APPROVAL OF AGENDA RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Protective Services Committee Meeting of November 16, 2017 be adopted. - CARRIED

B. DELEGATION

1. John Davies – Wildfire Management Specialist, Davies Wildfire Management

Mr. Davies addressed the Board to discuss the history of the RDOS Community Wildfire Protection Plan and Wildfire Mitigation, Funding Opportunities, Current Projects and Funding Applications, and Future Projects.

C. ADJOURNMENT

By consensus, the Protective Services Committee meeting of November 16, 2017 adjourned at 2:23 p.m.

APPROVED:

CERTIFIED CORRECT:

A. Jakubeit

Protective Services Committee Chair

B. Newell Chief Administrative Officer



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

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Planning and Development Committee

Thursday, November 16, 2017 2:24 p.m.

Minutes

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director T. Siddon, Electoral Area "D"

STAFF PRESENT:

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

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

Director S. McKortoff, Town of Osoyoos

- B. Dollevoet, Manager of Development Services
- C. Garrish, Planning Supervisor

A. APPROVAL OF AGENDA RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Planning and Development Committee Meeting of November 16, 2017 be adopted. - CARRIED

B. OKANAGAN FALLS TOWN CENTRE PLAN – PHASE 3 REPORT (URBAN FORUM ASSOCIATES)

- 1. Urban Forum Associates' Okanagan Fall Town Centre Plan Phase 3 Report dated November 3, 2017
- 2. Responses Received

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.

RECOMMENDATION 2

It was MOVED and SECONDED

THAT the Board of Directors accept the Okanagan Falls Town Centre Plan – Phase 3 Report, as a guiding document. - **CARRIED**

C. LARGE HOLDINGS REVIEW – ELECTORAL AREA "D-2"

- 1. Bylaw No. 2455.30, 2017
- 2. Bylaw No. 2603.12, 2017

Administration proposes amendments to the Large Holdings (LH) designation under the Electoral Area "D-2" Official Community Plan (OCP) Bylaw No. 2603, 2013, and the Large Holdings Three (LH3) Zone under the Electoral Area "D-2" Zoning Bylaw No. 2455, 2008, as part of work being undertaken on the preparation of a single Okanagan Valley Electoral Area Zoning Bylaw.

RECOMMENDATION 3

It was MOVED and SECONDED

THAT staff initiate the Electoral Area "D-2" Large Holdings Update Official Community Plan Amendment Bylaw No. 2603.12, 2017, and Zoning Amendment Bylaw No. 2455.30, 2017. - CARRIED

D. ADJOURNMENT

By consensus, the Planning and Development Committee meeting of November 2, 2017 adjourned at 2:47 p.m.

APPROVED:

CERTIFIED CORRECT:

M. Brydon Planning and Development Committee Chair B. Newell Corporate 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 Regular Board Meeting of the Regional District of Okanagan-Similkameen (RDOS) Board of Directors held at 2:47 p.m. Thursday, November 16, 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"

MEMBERS ABSENT:

Director T. Siddon, Electoral Area "D"

STAFF PRESENT:

B. Newell, Chief Administrative Officer

C. Malden, Manager of Legislative Services

Director A. Jakubeit, City of Penticton Director H. Konanz, City of Penticton Director A. Martin, City of Penticton Director C. Rhodes, Alt. Town of Osoyoos Director M. Pendergraft, Electoral Area "A" Director J. Sentes, City of Penticton Director T. Schafer, Electoral Area "C" Director T. Styffe, Alt. Electoral Area "D" Director P. Waterman, District of Summerland

Director S. McKortoff, Town of Osoyoos

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority) <u>IT WAS MOVED AND SECONDED</u>

THAT the <u>Agenda</u> for the RDOS Board Meeting of November 16, 2017 be amended by adding Item H2 Board Representation. - **CARRIED**

- 1. Consent Agenda Corporate Issues
 - a. Corporate Services Committee November 02, 2017 THAT the Minutes of the November 02, 2017 Corporate Services Committee be received.
 - b. Community Services Committee November 02, 2017 THAT the Minutes of the November 02, 2017 Community Services Committee be received.
 - c. Environment and Infrastructure Committee November 02, 2017 THAT the Minutes of the November 02, 2017 Environment and Infrastructure Committee be received.
 - d. Planning and Development Committee November 02, 2017 THAT the Minutes of the November 02, 2017 Planning and Development Committee be received.

e. RDOS Regular Board Meeting – November 02, 2017 THAT the minutes of the November 02, 2017 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority) <u>It was MOVED and SECONDED</u>

THAT the Consent Agenda – Corporate Issues be adopted. - CARRIED

B. DELEGATIONS

1. Bob Daly – Chair, Okanagan Falls Irrigation District

Mr. Daly addressed the Board to discuss support for a grant application to meter the parks and agricultural properties served by OFID through OBWB's "Water Conservation and Quality Improvement" grant program.

C. DEVELOPMENT SERVICES – Rural Land Use Matters

- 1. Early Termination of a Land Use Contract Electoral Area "C"
 - a. Bylaw No. 2452.18, 2017
 - b. Bylaw No. 2453.31, 2017

To replace Land Use Contract No. LU-4-C-77 with an Administrative and Institutional (AI) Zone.

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority) <u>It was MOVED and SECONDED</u>

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 adopted. - CARRIED

- 2. Zoning Bylaw Amendment 8332 Gallagher Lake Frontage Road, Electoral Area "C"
 - a. Bylaw No. 2453.32, 2017
 - b. Public Hearing Report November 7, 2017
 - c. Responses Received

To allow for the development of indoor self storage up to 728.3 m2 and formalize an existing duplex.

Director Schafer advised the Board that the Public Hearing Report reflects an accurate account of what took place at the public hearing held November 7, 2017.

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority) <u>It was MOVED and SECONDED</u>

THAT the public hearing report be received. - CARRIED

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 third time. - CARRIED

 Agricultural Land Commission Referral (Subdivision) – 388 Wrights Ranch Road, Electoral Area "H"

To facilitate the subdivision of the subject property into three (3) new parcels.

The Chair enquired whether the property owner was present to address the Board, however, no one was present to speak.

RECOMMENDATION 6 (Unweighted Rural Vote – Simple Majority) <u>It was MOVED and SECONDED</u>

THAT the RDOS "not authorize" the application to undertake a three lot subdivision at 388 Wrights Ranch Road (District Lot 386, YDYD, Except Plan 29426) in Electoral Area "H" to proceed to the Agricultural Land Commission. - **CARRIED**

D. PUBLIC WORKS

1. Gas Tax Allocation to the Okanagan Falls Wetland Project This item is brought forward from the November 2, 2017 Environment and Infrastructure Committee meeting.

RECOMMENDATION 7 (Weighted Corporate Vote – Majority) <u>It was MOVED and SECONDED</u>

THAT the Regional District commit \$700,000 from the Electoral Area "D" Community Works Fund for the construction of a wetland adjacent to the Okanagan Falls Wastewater Treatment Plant. - **CARRIED**

2. Reallocation of Regionally Significant Project Funds

RECOMMENDATION 8 (Weighted Corporate Vote – Majority) <u>It was MOVED and SECONDED</u>

THAT the Board of Directors apply to UBCM to repurpose the Regionally Significant Project Gas Tax Funds allocated for the "Gallagher Lake Sewer" project to the Willowbrook Water System Upgrades and Sun Valley Water System Upgrades. - CARRIED

- **3**. Okanagan Falls Irrigation District Request for Support
 - a. OKID Letter November 7, 2017

RECOMMENDATION 9 (Unweighted Corporate Vote – Simple Majority) <u>It was MOVED and SECONDED</u>

THAT the Regional District of Okanagan Similkameen provide a letter of support for the Okanagan Falls Irrigation District (OFID) in their application to the Okanagan Basin Water Board (OBWB) for a grant to install water metres. - **CARRIED**

E. COMMUNITY SERVICES – Protective Services

1. UBCM – Strategic Wildfire Prevention Initiative Grant Applications

RECOMMENDATION 10 (Unweighted Corporate Vote – Simple Majority) <u>It was MOVED and SECONDED</u>

THAT the Board of Directors support the UBCM Strategic Wildfire Prevention Initiative Grant applications for funding for the Penticton and Ellis Creek Wildland Urban Interface Fuel Management Prescriptions, the Ellis Creek Thinning and Prescribed Burn Treatment Project, and the Arawana Prescribed Burn Treatment Project. - CARRIED

F. LEGISLATIVE SERVICES

1. Select Committees and External Agency Appointments

RECOMMENDATION 11 (Unweighted Corporate Vote – Simple Majority) <u>It was MOVED and SECONDED</u>

THAT the Board of Directors approve the Chair's recommendations for select committee and external agency appointments as contained within the November 16, 2017 report from the Chief Administrative Officer. - **CARRIED**

2. Parks and Recreation Commission Appointments

As outlined in RDOS Parks and Recreation Commission Bylaw No. 2732, 2016, advertisements were placed in local news publications seeking new membership for all Commissions. The Electoral Area Directors have reviewed all new applications and expiring members wishing to let their name stand, and are recommending the following members for Board appointment to the various commissions.

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

THAT the Board of Directors appoint the following members to the subsequent Parks and Recreation Commissions

Area "B" -	Area "D" -	Area "D" -	Area "E" -	Area "F" -	Similkameen
Kobau Park	Okanagan Falls	Kaleden	Naramata	West Bench	Recreation
Marie Marven	Ron Obriek	Doug King	Jeff Gagnon	Heather Allan	Charlene
					Cowling
Deanna Gibbs	Brian Jackson	Neal	Dennis Smith	Warren	Marie Marven
		Dockendorf		Everton	
Bob		Gail Jeffery	Richard		Marnie Todd
McAtamney			Roskell		
		Jennifer	Jacqueline		Jennifer Roe
		Charlish	Duncan		

CARRIED

G. CAO REPORTS

1. Verbal Update

H. 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
- f. Okanagan Film Commission (OFC) Jakubeit
- g. Okanagan Regional Library (ORL) Kozakevich
- h. Okanagan Sterile Insect Release Board (SIR) Bush
- i. Okanagan-Similkameen Healthy Living Coalition Boot
- j. Okanagan-Similkameen Regional Hospital District (OSRHD) Brydon
- k. Southern Interior Beetle Action Coalition (SIBAC) Armitage
- I. Southern Interior Local Government Association (SILGA) Konanz
- m. Southern Interior Municipal Employers Association (SIMEA) Kozakevich, Martin
- n. Starling Control Bush
- o. UBCO Water Chair Advisory Committee Konanz

3. Directors Motions

4. Board Members Verbal Update

I. ADJOURNMENT

By consensus, the meeting adjourned at 3:28 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich RDOS Board Chair B. Newell Corporate Officer

TO: Board of Directors	5
------------------------	---

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Development Variance Permit Application — Electoral Area "A"

Administrative Recommendation:

THAT the Board of Directors deny Development Variance Permit No. A2017.061–DVP

Purpose:	To formalize an existing pergola, stairs, and deck accessory to a single detached dwelling.		
Owners:	Lisa Harding	Agent: Ecora Engineering Group	Folio: A-05911.000
<u>Civic</u> :	19431 95 th Street	Legal: Lot 4, Plan KAP2310, District Lot 2450s,	SDYD
<u>OCP</u> :	Low Density Residential (LR)	Zone: Residential Single Family One (RS1)	
<u>Requested</u> to increase maximum parcel coverage from 50% to 67.3%, and <u>Variances</u> : to reduce the minimum rear parcel line setback for a principal building from 7.5 m to 0.0 m.			

Proposed Development:

This application seeks to increase maximum parcel coverage from 50% to 67.3% and to reduce the minimum rear parcel line setback for a principal building from 7.5 metres to 0.0 metres, in order to formalize an existing pergola, stairs, and deck.

In support of the application, the applicant has stated that "as recognized by the Board of Variance in 2010, the land (subdivision) was created in 1931 and does not comply with current zoning bylaw standards. The property is 428 m² in area and the zoning bylaw minimum parcel area is 505 m² for RS1 ... The property has no depth and is sandwiched between the 95 Street road right of way and Osoyoos Lake."

Site Context:

Approximately 428 m² in area, the subject property is situated on the east side of 95th Street on the shore of Osoyoos Lake approximately, 5 kilometres northwest of the Town of Osoyoos. The property contains a singled detached dwelling, attached deck and stairs, and a detached pergola.

The surrounding pattern of development is characterised by low density residential development.

Background:

The subject property was created by a subdivision plan registered with the Land Titles Office on November 12, 1931, and was previously developed for residential purposes prior to the creation of the Regional District in 1966.

In 2010, the Regional District's Board of Variance (BoV) authorized a reduced front setback of 1.0 metre (from 7.5 metres) and reduced rear setback of 3.0 metres (also from 7.5 metres) and increased



parcel coverage to 50% (from 35%) in order to allow for the development of a new dwelling on the property.

In 2011, a Watercourse Development Permit (WDP) that reduced the <u>Streamside Protection and</u> <u>Enhancement Area</u> (SPEA) from 30.0 metres to 7.5 metres (measured from High Water Mark) was issued and a Building Permit for a single detached dwelling was issued in February of 2016.

In August of 2016, a complaint was received regarding the construction of a pergola and deck within the SPEA.

At the July 6, 2017 Board Meeting, the Board of Directors referred this application to the Electoral Area "A" Advisory Planning Commission (APC).

At its meeting of July 17, 2017, the Electoral Area "A" Advisory Planning Commission (APC) did not reach quorum with respect to the application.

On October 19, 2017, the applicant submitted a letter and a revised site plan and landscape drawing (Attachment Nos. 3 & 4) "to address concerns raised by the immediate neighbour to the north and to discuss comments from the Advisory Planning Commission." Specifically, the site plan illustrates that "the original small 4' high deck under the gazebo has been changed to a patio situated at grade. A 2' high planter with cedar trees is also proposed to be located along the north side of this deck and adjacent to the property to the north."

At its meeting of November 21, 2017, the Electoral Area "A" Advisory Planning Commission (APC) resolved to recommend "to the RDOS Board that the subject development application be denied" on the basis that "the proposal runs counter to the objective of protecting the SPEA, as set out in the WDP Guidelines and is inconsistent with the decision of the BoV to reduce the front setback to 1.0 metre, in order to protect the SPEA."

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:

In considering this proposal, Administration notes that a basis for the Board of Variance's approval to reduce the front setback from 7.5 metres to 1.0 metres in 2011 was the protection of the Streamside Protection and Enhancement Area (SPEA) that applies to this property.

In addition, the Regional District adopted a new WDP Guideline in 2013 that encourages the submission of DVP applications in order to relax zoning setbacks on existing small lots specifically "in order to reduce impacts and preserve the SPEA".

Of concern is that the current proposal is seen to be at cross-purposes with both of these directions in that it is seeking to allow a pergola, stairs, and deck to significantly encroach into the SPEA.

Administration further notes that the purpose of a building setback is generally to encourage adequate spacing between buildings and structures in order to reduce potential negative impacts on adjacent properties with respect to overshadowing, access to sunlight, loss of privacy and mitigation of noise.

In this instance, Administration is concerned that the proposed setback reduction has the potential to adversely impact on adjacent residential uses as most dwellings in this area have been orientated towards the rear parcel line in order to take advantage of the frontage with Osoyoos Lake and that development this close to the foreshore is not common.

Conversely, Administration recognises the challenges posed by the small size of parcels in this area and that the proposed development will occur at or near grade, and that the pergola, by its nature, is open and that the impact of overshadowing should be minimal.

Administration also recognises the long history of residential use and associated disturbance in the SPEA, and that the proponent has submitted a supportive assessment from a QEP, subject to a number of conditions (but which the province has advised "does not meet [the] RAR assessment and reporting standards") that would allow the proposed pergola, stairs, and deck to occur in the SPEA.

With respect to the request to increase parcel coverage, Administration recognises that the parcels created adjacent to Osoyoos Lake in the first half of the 20th century are sub-minimal (vis-à-vis the minimum parcel size required in the RS1 Zone) and that this presents challenges in relation to current parcel coverage requirements.

It is also noted that the setback variances approved by the BoV in 2011 increased the buildable area on the parcel, that the current bulk and scale of the existing dwelling is not uncharacteristic of other dwellings found on 95th Street, and that an opportunity exists to apply for accreted land that would reduce the overall coverage.

In summary, Administration is concerned that this proposal runs counter to the objective of protecting the SPEA as encapsulated within the WDP Guidelines and is further inconsistent with the decision by the BoV to reduce the front setback to 1.0 metre in order to protect the SPEA, and, therefore, is recommending denial.

Furthermore, other options are seen to be available to the property owner, such as reducing the size of the proposal in order to comply with the 50% coverage previously approved by the BoV.

Alternative:

THAT the Board of Directors approve Development Variance Permit No. A2017.061–DVP.

Respectfully submitted:

T. Donegan, Planning Tech.

Endorsed by:

Endorsed by:

B. Dollevoet, Dev. Services Manager

C. Garrish, Planning Supervisor

<u>Attachments</u>: No. 1 – Applicant's Site Photo

- No. 2 Applicant's Landscape Plan
- No. 3 Applicant's Landscape Sections
- No. 4 WDP No. A-11-05911.000 Site Plan (2011)



Attachment No. 1 – Applicant's Site Photo



File No: A2017.061-DVP







Attachment No. 4 – WDP No. A-11-05911.000 Site Plan (2011)

File No: A2017.061-DVP



Development Variance Permit

FILE NO.: A2017.061-DVP

Owner:	Lisa Harding	Agent:	Ecora Engineering Group
	19431 95 th Street		501 Winnipeg Street
	Osoyoos, BC V0H 1V0		Penticton, BC V2A 5M8

GENERAL CONDITIONS

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

APPLICABILITY

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

Legal Description:	Lot 4, Plan KAP2310, District Lot 2450s, SDYD	
Civic Address:	19431 95 th Street	
Parcel Identifier (PID):	011-045-639	Folio: A-05911.000

CONDITIONS OF DEVELOPMENT

- 6. The land specified in Section 5 may be developed in accordance with the following variances to the Electoral Area "A" Zoning Bylaw No. 2451, 2008, in the Regional District of Okanagan-Similkameen:
 - a) The minimum rear parcel line setback for a single detached dwelling in the Residential Single Family One (RS1) zone, as prescribed at Section 11.1.6(a)(ii), is varied:
 - i) from: 7.5 metres.

- to: 0.0 metres, as measured to the outermost projection and as shown on Schedule 'B'.
- b) The maximum parcel coverage in the Residential Single Family One (RS1) zone, as prescribed at Section 11.1.8(a), and further varied by Board of Variance Decision No. BV-30A-10 is varied:
 - i) from: 50%
 - to: 67.3%, as shown on Schedule 'B'.

7. COVENANT REQUIREMENTS

a) Not Applicable

8. SECURITY REQUIREMENTS

a) Not applicable

9. **EXPIRY OF PERMIT**

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

- a) In accordance with Section 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 Tel: 250-492-0237 Email: <u>info@rdos.bc.ca</u>



Development Variance Permit

File No. A2017.061-DVP


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



File No. A2017.061-DVP



101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>

Development Variance Permit

Schedule 'C' approximate Osoyoos Lake high water mark **Rear Parcel Line** APPROX. HOH WAT INTE CANDINGRY SELF CONTAINED DECK STAT MARKE UADION -0.0 \odot 7.5 m SPEA (setback from high water mark) House Pr. aslat (\$7.441.0)



File No. A2017.061-DVP

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>

Development Variance Permit

REGIONAL DISTRICT

File No. A2017.061-DVP



Lauri Feindell

From:	
Sent:	
To:	
Subject:	
Attachments:	

Timothy Donegan November 29, 2017 11:03 AM Lauri Feindell FW: RDOS: DVP 2017.061 comment Scan_20171129.pdf

Regarding Harding ...

Timothy Donegan • RDOS Planning Technician p. 250.490.4212 • tf. 1.877.610.3737 • f. 250.492.0063

From: Ladyman, Jason FLNR:EX [mailto:Jason.Ladyman@gov.bc.ca] Sent: November-29-17 10:59 AM To: Timothy Donegan <tdonegan@rdos.bc.ca> Cc: Nield, Lora M FLNR:EX <Lora.Nield@gov.bc.ca> Subject: RDOS: DVP 2017.061 comment

Tim,

Crown Lands received your DVP application A2017.061 for 19431-95th Street Osoyoos and have some concerns:

- Having zero meters setback from natural boundary of lake is setting a precedence for development in an Important area with riparian values on Osoyoos Lake. This may concentrate or limit options for potential public use of foreshore and encourage additional use of unauthorized fill.
- From ortho photo, it appears that there is unauthorized fill fronting the subject property and legalization with zero meters setback could impact future strategic direction to remove fills and restore natural riparian functioning.
- As well, I note existing vegetation cover (trees) which provide shading and habitat benefits to both aquatic and upland critters. By reducing the setback requirement, essentially we are limiting future opportunities for vegetation growth and may encourage these shade structures to be removed to facilitate deck application request.

I have also cc'd Lora Nield from our Ecosystem section as that work group may have additional comments.

Jason Ladyman MFLNRO&RD – Crown Land Section Head 250 828-4421 November 19, 2017

Regional District of Okanagan Similkameen 101 Martin Street Penticton, B.C. V2A 5J9

Attention: Timothy Donegan

Dear Mr. Donegan:

Re: Development Variance Permit - 19431 95th Street <u>RDOS File No: A2017.061-DVP</u>

The purpose of this letter to advise you that my wife and I have reviewed the revised proposed development plan for the property located at 91431 95th Street which is adjacent to our property and which is noted in the RDOS staff report to the Area 'A' Advisory Planning Commission, dated November 14, 2017. We are pleased to see that the above grade deck has been replaced with a patio area at grade. This revision is acceptable to us and we appreciate the effort to minimize the impacts of the proposed development on our property.

Sincerely,

Brad and Donna Elenko 19433 95th Street Rural Osoyoos

pc Sean Harding

Consideration by the Board of Variance

The Board of Variance may order that a variance be permitted from the requirements of a bylaw, or that an applicant be exempted from the restrictions placed on alterations or additions to buildings and structures which are non-conforming following the hearing, if:

undue hardship would be caused to the applicant through compliance;

it would not result in inappropriate development of the site;

· if it does not adversely affect the environment;

• if it does not substantially affect the use and enjoyment of adjacent land;

 if it does not vary permitted uses and densities of the applicable bylaw; and,

• if it does not defeat the intent of the bylaw.

We, being neighbour's of Sean Harding, support his application to the Board of Variance to complete his proposed rear lot development acknowledging the above:

Name	Address
MARIA IHA	E 19219 9555 ST
Randy Ihme	19219 955T, 050/005
Josing Spin	1, 19020 95th Droupors
Debrenkeje	~ 19020 95th Osugar
W. MCLAUGHL	1.11-1-000100
AL BRAU	155 19401 9555 05 you
All Call	5-19409954 ason
MariaTro	11/9801-95-51 0=boys

JULY 6,2017 AGENDA CO/a-A 2017.06 1 HARDING DYP REPRESENTATION

From:

Katharina and Erhard Riedener 19427-95. Street Osoyoos, BC, VOH 1V2

Osoyoos, July 1.2017

RDOS Att: Mr. Timothy Donegan

DVP application No. A2017.061-DVP / 19431-95. Street Osoyoos (Lot 4 Plan KAP 2310) Distric Lot 2450 s, SDYD

To the Board of Directors,

We would like to offer our 100 % support to the issue of the above named variance permit.

As next door neighbours we are tired at looking at an unfinished construction and would like to support that the variance permit is issued quickly and the property construction can be finished in a timely manner.

We do not feel that our privacy is invaded in any way, accordingly to the plans, there will be a wall on either side that offer plenty of privacy.

Please consider our 110 % support of the variance permit.

Sincerely

Katharina Riedener

Erhard Riedener

Advisory Planning Commission Minutes RDOS Electoral Area "A" Monday Tues Nov 21, 2017 Sonora Centre, Osoyoos, BC

Present:

Acting Secretary: Mark Mckenney Members: Chair Peter Beckett, Vice Chair Mark McKenney, Gerald Hesketh, , Dwayne Svendsen In attendance: Denis Potter for Area A Director Mark Pendergraft. Regrets: Bill Plaskett, Grant Montgomery; Bonnie Douglas Representing RDOS: Christopher Garrish & Kevin Taylor

Meeting was called to Order at 6:45 pm

Minutes of previous meeting were adopted by consensus Agenda adopted by consensus

Agenda item 3.1

A06372.050 (A2016.109-TUP) Temporary Use Permit Application

Mr. Brad Elenko made a presentation on behalf of the applicants: Grant & Eva Lyver, regarding the an application for a TUP, to allow the operation an RV storage operation on the subject property. The property is not it the ALR, and is zoned Agricultural One (AG1). The existing zoning does not allow for outside storage of this type.

A delegation of adjacent property owners were heard from. They do not support this application for a TUP.

Motion Made by Dwayne Svendsen, Seconded Mark McKenney

That the APC recommends to the RDOS Board that the proposed Temporary Use Permit to allow the property at 8715 Road 22 to be used for the purposes of "outdoor storage" be denied.

Further discussion: None

The Motion is CARRIED unanimously.

Agenda item 3.2

A05911.000 (A2017.061-DVP) Development Permit Variance

No delegation or representative of the applicant attended the meeting. The report of RDOS staff was discussed.

The APC noted that there have been several amendments allowed for this property to amend set backs. The APC agrees with staff opinion that the proposal runs counter to the objective of protecting the SPEA, as set out in the WDP Guidelines and is inconsistent with the decision of the BoV to reduce the front setback to 1.0 metre, in order to protect the SPEA.

Motion Made by Mark McKenney, Seconded Gerald Hesketh

That the APC recommends to the RDOS Board that the subject development application be denied.

Further discussion: None

The Motion is CARRIED unanimously.

Agenda item 4.1

APC Bylaw No 2339 5.1

Election of Chair, Vice Chair, Secretary Deferred to a future meeting

Motion to Adjourn

Made by Gerald Hesketh, Seconded Bill Plaskett For the motion: Unanimous Opposed: None The Motion is CARRIED Meeting Concluded at 8:50 PM

Mark McKenney

Peter Beckett - Chair

TO:	Board of Directors
FROM:	B. Newell, Chief Administrative Officer
DATE:	December 7, 2017
RE:	Development Permit Application (Form & Character) — Electoral Area "C"

Administrative Recommendation:

THAT the Board of Directors approve Development Permit No. C2017.133–DP

Purpose:	To allow for construction of indoor self-storage		
Owners:	Avro Oil	Agent: Terry Feeny	<u>Folio</u> : C-01139.000
<u>Civic</u> :	8332 Gallagher Lake Frontage Road	Legal: Lot 5, Plan KAP11959, District Lot 28s, SDYD	
<u>OCP</u> :	Commercial (C)	Zone: General Commercial Site Specific (C1s)	

Proposed Development:

This application is related to a proposed indoor self storage facility consisting of three buildings with a total floor area of 728.3 m² on a property designated as being within the Gallagher Lake Commercial Development Permit Area.

In support of this proposal, the applicant states that "our plan is to install a very attractive landscaped screen along the frontage road to lessen the impact of the buildings with mature trees, shrubs and xeriscape grasses with the addition of decorative shale gravel."

Site Context:

The subject parcel is approximately 0.34 ha in area and is situated on the west side of Gallagher Lake Frontage Road, approximately 20 metres north of the OIB Indian Reserve boundary.

The property contains one dwelling unit, currently used as a duplex and several smaller accessory structures. The surrounding pattern of development is characterised by the Gallagher Lake Village Modular Home Park to the west, vacant OIB lands to the south, tourist commercial facilities to the east along Gallagher Lake, and mixed commercial, industrial and residential to the north along the frontage road.

Background:

Under the Electoral Area "C" Bylaw No. 2452.16, 2016 (Gallagher Lake Area Plan Official Community Plan Amendment Bylaw), the subject property has been designated as Commercial (C) and is also situated within the Gallagher Lake Commercial Development Permit area. The OCP guidelines for the Gallagher Lake Commercial Development Permit establishes objectives for the form and character of commercial development.

Under Electoral Area "C" Zoning Bylaw No. 2452, 2008, the property is zoned General Commercial Site Specific (C1s) as approved at the December 7, 2017 Board meeting.

Public Process:

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

Analysis:

The main objective of the Gallagher Lake Commercial Development Permit is that future development be harmonious and in keeping with the current scale and character of the community. The OCP Guidelines provide design features for buildings, signage, screening and landscaping and are assessed below:

Building and Structures

The three indoor storage buildings are similar in size and style to those on the indoor storage facility directly to the north, except that the buildings will be placed perpendicular to those on the lot to the north. The smallest of the three buildings will be placed at the front of the lot nearest the road.

The façade of the long walls will be varied through the use of contrasting individual storage room doors that will serve to break up the length of the buildings.

<u>Signage</u>

Signage proposed is similar to that of the indoor storage on the property adjacent to the subject property. It appears that the sign would meet the regulations under Section 7.20 of the Zoning Bylaw and the guidelines outlined in the Development Permit guidelines.

Access and parking

Vehicles require access to individual storage units and the cross aisles are proposed to be 7 metres in width, which exceeds the minimum requirement set out in the parking regulations. The nature of the commercial business does not really lend itself to the need for pedestrian sidewalks or bicycle paths.

Screening, Landscaping and Amenities

The applicant has provided a landscaping plan indicating a vegetative buffer including shrubs and trees to be planted along Gallagher Lake Frontage Road.

The RDOS has received a security as a condition of the development permit approval, based on 115% of the estimated costs of landscaping. The security deposit remains in place until the Regional District is satisfied that the conditions for the development permit have been met.

Alternatives:

- .1 THAT the Board of Directors deny Development Permit No. C2017.133-DP; or
- .2 THAT the Board of Directors defer consideration of Development Permit No. C2017.133-DP and refer the application to the Electoral Area "C" Advisory Planning Commission.

Respectfully submitted

E. Riechert, Planner

Endorsed by:

ERiechert

C. Garrish, Planning Supervisor

Endorsed by:

B. Dollevoet, Dev. Services Manager

Attachments: No. 1 – Site Photo (Google Streetview – circa 2012)



Attachment No. 1 – Site Photo (Google Streetview – circa 2012)



Development Permit Gallagher Lake Commercial

FILE NO.: D2017.133-DP

Owner: Avro Oil Ltd 8360 Gallagher Lake Frontage Rd Oliver, BC V0H 1T2 Agent: Terry Feeny 104 Devon Drive Okanagan Falls, BC V0H 1R5

GENERAL CONDITIONS

- 1. This Development 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 Permit is not a Building Permit.

APPLICABILITY

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

Legal Description:	Lot 5, Plan KAP11959, District Lot 28s, SDYD	
Civic Address:	8332 Gallagher Lake Frontage Road	
Parcel Identifier (PID):	005-252-172	Folio: C-01139.000

CONDITIONS OF DEVELOPMENT

- 6. In accordance with Section 14.1 of the Gallagher Lake Area Plan Official Community Plan Amendment Bylaw No. 2452.16, 2016, the land specified in Section 5 may be developed in accordance with the following conditions:
 - a) THAT the proposed indoor commercial warehousing is constructed in accordance with the sketch plans submitted from Custom Drafting & Design by Grant, as attached as Schedules 'C', 'D', 'E', 'F', 'G' and 'H'.

b) THAT the proposed landscaping is planted in accordance with the landscaping plan submitted and as attached as Schedule 'B'.

COVENANT REQUIREMENTS

7. Not applicable.

SECURITY REQUIREMENTS

8. As a condition of the issuance of this Permit, and pursuant to Section 502 of the *Local Government Act*, the Regional Board is holding a security set in the form of cash or an "Irrevocable Letter of Credit" in the amount of <u>\$4,205.00</u>.

This security represents 115% of the estimated value of the landscaping, as determined by the Owner and is to ensure that development is carried out in accordance with the terms and conditions of this Permit. Should any interest be earned upon the security, it shall accrue to the Owner and be paid to the Owner if the security is returned.

- 9. The conditions for returning the security shall be as follows:
 - a) 100% of the security will be returned after one year and compliance has been met to the satisfaction of the Regional District.
- 10. Where the Owner fails to comply with all of the conditions and undertakings specified in this Permit, the Regional District may enter on the land and carry out the demolition, removal or restoration at the expense of the Owner, and may apply the security in payment of the cost of the works, with the excess to be returned to the Owner.

EXPIRY OF PERMIT

- 11. 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.

In accordance with the authorization to execute under the Regional District of Okanagan-Similkameen Delegation of Local Government Authority Bylaw No. 2509, 2010:

B. Newell, Chief Administrative Officer

Date

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>



Commercial Development Permit

File No. C2017.113-DP



101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>

Commercial Development Permit





File No. C2017.133-DP

Development Permit No. C2017.133 DP Page 4 of 10

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>

Commercial Development Permit





Schedule 'C'



Development Permit No. C2017.133 DP Page 5 of 10

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>

Commercial Development Permit







101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>

Commercial Development Permit

Schedule 'E'





File No. C2017.133-DP

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>

Commercial Development Permit





Development Permit No. C2017.133 DP Page 8 of 10

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u> OKANAGAN-SIMILKAMEEN

File No. C2017.133-DP

Commercial Development Permit





101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>

Commercial Development Permit

Schedule 'H' Metal Fire Rated Door BUILDING 7 ELEVATION Scale: 3/16" = 1' - 0" 90'-0" 9'-0" 2,340sf 20 - 9x13 26'-0" Exterior Finishes and Colours to match existing Development

> Development Permit No. C2017.133 DP Page 10 of 10





TO: Board of DirectorsFROM: B. Newell, Chief Administrative OfficerDATE: December 7, 2017



Administrative Recommendation:

THAT the Regional District Board "authorize" the application to exclude 6886 Highway 97 and an approximately 1,200 m² part of Lot 48D, Plan KAP1729, District Lot 2450S, SDYD, in Electoral Area "C" to proceed to the Agricultural Land Commission.

Purpose:	To exclude an approximately 2,200 m ² area of	f land from the ALR.	Folio: C-05301.005/05282.979
<u>Owner</u> :	MF Wadman's Limited & Crown provincial	<u>Agent</u> : Bill Ross	<u>Civic</u> : 6886 Highway 97
<u>Legal</u> :	Lot 1, Plan KAP17457, DL 2450S, SDYD, Portio	n Lot 53; and Lot 48D, Pla	in KAP1729, DL 2450S, SDYD
<u>OCP</u> :	Industrial (I) / Agriculture (AG)	Zone: Industrial (Light) O	ne (I1) / Agriculture One (AG1)

Proposed Development:

An application to the Agricultural Land Commission (ALC) under Section 30(1) of the *Agricultural Land Commission Act* (the Act) has been lodged with the Regional District in order to allow for an exclusion of land from the Agricultural Land Reserve (ALR).

Specifically, the applicant is seeking to exclude the property at 6886 Highway 97 (Lot 1, Plan KAP17457, District Lot 2450S, SDYD, Portion Lot 53), which represents a land area of approximately 1,092 m², as well as an adjacent 1,200 m² portion of Crown land (Lot 48D, Plan KAP1729, District Lot 2450S, SDYD) which is the subject of a separate Crown grant application (which was considered by the Board at its meeting of November 2, 2017).

In support of this proposal, the applicant has stated that the property should be excluded from the Reserve because "there is a portion of a building that was built 58 years ago, that infringes on the subject crown land."

Statutory Requirements:

Under Section 34 of the *Agricultural Land Commission Act*, the Regional District of Okanagan-Similkameen (RDOS) must "review the application, and ... forward to the commission the application together with [its] comments and recommendations", unless Section 30(4) applies wherein the Board has the ability to refuse to "authorise" an application.

In this instance, Section 30(4) is seen to apply as the property "is zoned by bylaw to permit [an] agricultural or farm use".

Site Context:



The parcel at 6886 Highway 97 is approximately 1,092 m² in area and is situated on the west side of Highway 97 immediately north of its intersection with Leighton Crescent and comprises a vehicle repair use.

The parcel of Crown land is approximately 0.55 ha in area and is situated immediately to the south of the property at 6886 Highway 97 and is generally undeveloped other than encroachments by the adjacent vehicle repair use and plantings by an adjacent agricultural operation. The parcel also forms part of a utilities corridor bisecting the Town of Oliver and which comprises power lines associated with FortisBC's distribution network for the area, and further provides access to Highway 97 for the quarry operation to the west.

The surrounding pattern of development is largely characterised by agricultural uses to the north and south, the aforementioned quarry operation, and Highway 97 to the east as well as the proponent's "vehicle sales and service establishment" use.

Background:

The property at 6886 Highway 97 was created by a plan of subdivision deposited with the Land Titles Office in Kamloops on October 27, 1967, and there are no records of building permit(s) having previously been issued for this property.

It is also noted that the applicant's parcel as well as the Crown land now under application were originally zoned Heavy Industrial (M-3) under the first zoning bylaw (No. 117) adopted in Electoral Area "C" in 1973, and that this was a reflection of the vehicle repair use then occurring on the land.

It is understood that the Crown parcel was created by a plan of subdivision completed in 1921, and available Regional District records indicate no development permits have previously been issued for this site. The industrial zoning of this area of land was removed at the time of the 2002 Electoral Area "C" OCP & Zoning Bylaw Review.

Under the Electoral Area "C" Official Community Plan (OCP) Bylaw No. 2452, 2008, the parcel at 6886 Highway 97 is designated as Industrial (I) while the Crown land is designated as Agriculture (AG).

Under the Electoral Area "C" Zoning Bylaw No. 2453, 2008, the parcel at 6886 Highway 97 has been zoned Industrial (Light) One (I1) while the Crown land has been zoned Agriculture (AG1).

Analysis:

In considering this proposal, Administration notes that this proposed exclusion request has not been accompanied by a capability study prepared by a suitably qualified individual that would support exclusion on the basis of it being unsuitable for agricultural use.

That said, Administration also recognizes the long history of this area being used for a vehicle repair business and the likelihood of this land reverting to agricultural use in the future is remote (due to its small size, commercial highway frontage and possible site contamination from motor vehicle fuels and lubricants). For these reasons, Administration supports the proposal being forwarded to the ALC.

As an aside, Administration will be contacting the property owner as part of the separate Industrial Zone Update and is proposing to review the agricultural zoning of the Crown land area, should their grant applicant be successful. This could resolve the split-zoning of the property as well as the non-conforming nature of that part of the vehicle repair use that currently exists on lands zoned AG1.

Alternatives:

- 1. THAT the Regional District Board "not authorize" the application to exclude 6886 Highway 97 and an approximately 1,200 m² part of Lot 48D, Plan KAP1729, District Lot 2450S, SDYD, in Electoral Area "C" to proceed to the Agricultural Land Commission; OR
- 2. THAT the Regional District Board defers making a decision and directs that the proposal be considered by the Electoral Area "C" Advisory Planning Commission (APC).

Respectfully submitted

Endorsed by:

C. Garrish, Planning Supervisor

B. Dollevoet, Dev Services Manager

<u>Attachments</u>: No. 1 – Context Maps

- No. 2 Applicant's Site Plan
- No. 3 Site Photo (Google Streetview)



File No: C2017.161-ALC



Attachment No. 2 – Applicant's Site Plan



Attachment No. 3 – Site Photo (Google Streetview)

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Agricultural Land Commission Referral (Subdivision) – Electoral Area "D"

Administrative Recommendation:

THAT the Regional District Board "authorize" the application to undertake a boundary line adjustment subdivision between Plan KAP841B, Section 14, Township 88, SDYD, Portion SE ¼; and Plan KAP841B, Section 14, Township 88, SDYD, Portion E ½ of SW ¼ in Electoral Area "D" to proceed to the Agricultural Land Commission.

Purpose: To facilitate a boundary adjustment and create a right-of-way over a separate parcel in order to provide for legal access from the subject properties to Highway 97.			
<u>Owner</u> :	J. Nurse and R. Ackerman	Agent: Bill Coates	Folio: D-08041.000/08042.000
<u>Legal</u> :	Plan KAP841B, Section 14, Township 88, SDYD, Portion SE ¼; and <u>Civic</u> : no civic (Kaleden) Plan KAP841B, Section 14, Township 88, SDYD, Portion E ½ of SW ¼.		
<u>OCP</u> :	Resource Area (RA)/ Agriculture (AG)	Zone: Resource Area (R	A) / Agriculture Three (AG3)

Proposed Development:

An application to the Agricultural Land Commission (ALC) under Section 21(2) of the *Agricultural Land Commission Act* (the Act) has been lodged with the Regional District in order to allow for subdivision within the Agricultural Land Reserve (ALR).

Specifically, the applicant is seeking to adjust the parcel line between two parcels to reflect the boundary of the ALR. The proposed "Lot 1", approximately 28.8 ha in area, will be entirely within the ALR and the proposed "Lot 2", approximately 67.6 ha in area, will be outside the ALR.

The proposal also seeks an extension to a 20.0 metre right-of-way required under the *Land Title Act* to serve as access for the new lots.

In support of this proposal, the applicant has stated that the "land is suitable for subdivision in that there is currently no legal access to the property and that the proposal to establish a legal boundary along the boundary of the Agricultural Land Reserve fits with the criteria described in the Commission's guidelines for subdivision within the ALR ... There will not be any increase in the number of parcels. It also seems prudent to establish a property that is totally within the Agricultural Land Reserve"

Statutory Requirements:

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



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

Site Context:

The subject properties are approximately 64.1 ha and 30.9 ha in area and are located west of Highway 97 and to the east of White Lake Road. The properties are large vacant, hilly and partially forested sections of land. There is a small lake to the south of the 64 ha parcel and a number of trails and rough roads throughout. A cellular building and tower are also located within the 64 ha parcel.

Surrounding land use patterns are generally large AG3 or RA properties with agriculture taking place on parcels east of Highway 97. The subject properties are located within a large open land north/south corridor running through from Penticton to the White Lake Grasslands PA.

Background:

Under the Electoral Area "D-1" Official Community Plan Bylaw No. 2603, 2016, the designations for the preferred future use of the subject properties are RA and AG (land within the ALR). There are both Environmentally Sensitive and Watercourse Development Permits identified on the subject properties. Under the Electoral Area "D-1" Zoning Bylaw No. 2457, 2008, the subject properties are zoned RA and AG3, both of which specify a minimum parcel size of 20 ha.

The subject properties, and an additional property to the west owned by the applicant, are landlocked and there has been several attempts to provide access to the properties in order to facilitate some development.

In 2011, a proposal was submitted to the ALC proposing to achieve access to the subject properties from the east (White Lake Road), the ALC refused the proposed 20 metre wide access road through the ALR to access non-ALR lands. The decision was later reconsidered and the ALC allowed for a 10 metre wide individual access as a crown licence of occupation for 30 years.

In 2016, the ALC approved a proposal for a 0.52 ha right of way within the ALR on the property to the east in order to provide access. The current application is to extend the previously approved right of way and to allow for a panhandle access, over land within the ALR, to the property to the west that is non-ALR.

Analysis:

In considering this proposal, Administration notes that the proposed lot line adjustment does not create any new parcels and that each of the new parcels meets the 20 ha minimum parcel size requirements of the respective zones. The boundary adjustment proposes to eliminate a split zoned parcel (RA and AG3) and create one that is entirely within the ALR, currently zoned AG3, and the second parcel to be zoned entirely as RA will be outside of the ALR.

The requested extension of approximately 1300m² to the dedicated Road right-of-way is seen to be somewhat inconsequential. The panhandle portion being recommended for access to the proposed property to west appears to be following topography and the existing access route. Future concerns may include how the panhandle will deal with any additional subdivision to the 60 ha parcel.

With regard to the ESDP area designation, Section 22.2.8.9 (b) exempts the need for a Permit when a subdivision proposes to "alter parcel line between two or more parcels where no additional parcels

are created upon completion of the alteration." A Watercourse Development Permit will be required prior to subdivision approval.

Given the above, Administration does not object to the proposal.

Alternative:

- 1. THAT the Regional District Board not "authorize" the application to undertake a boundary line adjustment subdivision between Plan KAP841B, Section 14, Township 88, SDYD, Portion SE ¼; and Plan KAP841B, Section 14, Township 88, SDYD, Portion E ½ of SW ¼ in Electoral Area "D" to proceed to the Agricultural Land Commission.
- 2. THAT the RDOS Board defers making a decision and directs that the proposal first be considered by the Electoral Area "D" Advisory Planning Commission (APC).

Respectfully submitted

Endorsed by:

FRiechert

E. Riechert, Planner

C. Garrish, Planning Supervisor

Endorsed by:

B. Dollevoet, Dev. Services Manager

Attachments: No. 1 – Context Maps

No. 2 – Applicant's Subdivision Plan

No. 3 – Proposed Right of Way extension and Panhandle



Attachment No. 1 – Context Maps

File No: D2017.160-ALC



Attachment No. 2 – Applicant's Proposed Subdivision Plan

File No: D2017.160-ALC



Attachment No. 3 – Proposed Right of Way extension and Panhandle

TO:Board of DirectorsFROM:B. Newell, Chief Administrative OfficerDATE:December 7, 2017RE:Floodplain Exemption Application — Electoral Area "D-1"

Administrative Recommendation:

THAT the Board of Directors approve a floodplain exemption for Lot 7, Plan 18919, District Lot 14s, SDYD, in order to replace the foundation of an existing dwelling placed within 15.0 metres of an unnamed stream, subject to the following conditions:

- i) a statutory covenant is registered on title in order to:
 - a) "save harmless" the Regional District against any damages as a result of a flood occurrence; and
 - b) secure the recommendations contained within the flood hazard assessment report prepared by Paul Glen (P.Eng) of Rock Glen Engineering Consulting Limited, dated November 15, 2017.

Purpose: To replace an existing an existing foundation within 15 metres of a stream			
Owners:	Lindsay Davis	<u>Agent</u> : John Davis	<u>Folio</u> : D-01027.000
<u>Civic</u> :	108 Riordon Road, Apex	Legal: Lot 7, DL 14s, SDYD, Plan 18919	
<u>OCP</u> :	Low Density Residential (LR)	Zoning: Residential Single Family Four (RS4)	

Proposed Development:

This application seeks to formalize the replacement of a foundation for a dwelling located within the 15.0 metre floodplain setback of a stream.

In support of the proposal, the applicant has provided a flood hazard assessment report prepared by Paul Glen, of Rock Glen Engineering Consulting Limited, dated November 15, 2017.

Site Context:

Approximately 2,501 m² in area, the parcel is located in the "Circle" subdivision on the west side of the Apex Mountain Resort area and a stream bisects the property.

The surrounding pattern of development is generally characterised by residential parcels of a similar size used generally in the winter season.

The property contains one dwelling unit (where the foundation is being replaced) along with a number of older non-conforming structures at the rear of the property.

Background:





RDOS records indicate that a building permit was issued for a wood burning fireplace in 2016. No earlier records exist for the subject property.

A "Stop Work" notice was placed in October 2016, on the new foundation being placed under an existing dwelling and the owner was notified that a Building Permit was required. It was also noted at the time that the project was within a Riparian Area and a WDP was required. A separate WDP application has been received as well as a Building Permit.

Under Section 8.2.3 of the Electoral Area "D-1" Zoning Bylaw No. 2457, 2008, no building or structure shall be located within 15.0 metres, or below 1.5 m of the natural boundary of any other river, creek or stream.

Under the Electoral Area "D-1" Official Community Plan (OCP) Bylaw No. 2683, 2016, the subject property is designated as Low Density Residential (LR) and a Watercourse Development Permit (WDP) Area is identified as being within the property. Approval of the WDP was given on November 21, 2017.

Statutory Requirements

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

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

Analysis:

In considering this floodplain exemption request against the requirements of Section 524(7) of the *Local Government Act*, Administration notes that the property owner has submitted a flood hazard assessment prepared by a professional engineer, Paul Glen of Rock Glen Consulting, experienced in geotechnical engineering, which concludes the following:

Based upon site investigation and hydrologic analysis findings summarized above, RGC supports the requested variance of the RDOS floodplain setback requirements. Specifically, RGC concludes that a reduction in the setback of the cabin from 15 m to 4 m from the natural boundary of the unnamed creek is acceptable. The main floor system of the habitable area of the cabin will be maintained at least 1.5 m above the natural boundary of the adjacent stream.

Further to the Regional District's Development Procedures Bylaw No. 2500, 2011, a statutory covenant under Section 219 of the *Land Title Act* is required to be registered on title in order that the Regional District is "saved harmless" as a result of issuing this floodplain exemption.

Based upon the flood hazard assessment, it is recommended that the floodplain exemption request be approved and that the applicant enter into a statutory covenant in order to "save harmless" the Regional District in the event of future flood events.

Alternative:
THAT the Regional Board deny the Floodplain Exemption request.

Respectfully submitted

Endorsed by:

Endorsed by:

B. Dollevoet, Dev. Services Manager

E Riechert E. Riechert, Planner

C. Garrish, Planning Supervisor

- Attachments: No. 1 Context Maps
 - No. 2 Applicant's Site Plan
 - No. 3 Applicant's Site Photos
 - No. 4 Flood Hazard Assessment Report (November 15, 2017)



Attachment No. 1 – Context Maps





Attachment No. 3 – Applicant's Site Photos



Flood Hazard Assessment Report – 108 Riordan Road, Apex, submitted by Paul Glen, P. Eng.

RGC 2030: Dated November 15, 2017

November 15, 2017

RGC-2030

Lindsay Davis lindsdavis@hotmail.ca

Subject: Flood Hazard Assessment Report 108 Riordan Road, Apex, BC

SUMMARY

Ms. Lindsay Davis is the owner of 108 Riordan Road at Apex Mountain, west of Penticton. The cabin was originally supported on a foundation of log stringers on concrete pads. Recently, the building was lifted and concrete footings and foundation walls were poured. RGC has reviewed and approved the building foundations and provided the Regional District of Okanagan Similkameen (RDOS) with a Schedule B and C-B for foundation geotechnical engineering.

A small unnamed creek flows south along the east side of the property, next to Riordan Road and flows through a culvert under the access driveway to the property. Any habitable building on a floodplain must comply with the Floodplain Regulations of the Regional District of Okanagan Similkameen (RDOS), Area 'D-1' Kaleden-Apex Zoning Bylaw 2457, 2008. The existing cabin at 108 Riordan Road does not comply with this bylaw and therefore requires a Floodplain Exemption.

Specifically, the dwelling will be less than 15 m from the "Natural Boundary" of the local drainage creek as required by the RDOS Floodplain Regulations. It is worth noting that the local drainage is a small, isolated stream, sourcing from Apex Mountain. The building is approximately 4 m from the natural boundary of the creek. Similarly, the RDOS Floodplain Regulations require a building to be at least 1.5 m above the natural boundary of a stream. In this regard, the floor system of the cabin is approximately 2 m above the natural boundary.

Paul Glen, P. Eng. and Amber LeComte, P.Eng. of RGC assessed flood protection requirements for the existing cabin and concluded that the requested reduction in horizontal floodplain setback from 15 m to 4 m is acceptable provided that the flood protection measures presented in this report are followed.

The main floor system of the habitable area of the cabin will be maintained at least 1.5 m above the natural boundary of the adjacent stream.

Relaxation of the RDOS floodplain regulations is required to allow the existing building to remain in its current location. In this regard, a Floodplain Exemption Application will be submitted.

Ms. Davis engaged Rock Glen Consulting Ltd. (RGC) to complete a Flood Hazard Assessment Report to accompany a Floodplain Exemption Application for the existing cabin.

ROCK GLEN CONSULTING LTD.

1.0 Introduction and Background

There is an existing cabin at 108 Riordan Road at Apex. Rock Glen Consulting Ltd. (RGC) was retained by Ms. Davis to assess the current location of the cabin on the property with respect to floodplain setbacks. The property is legally described as Lot 7, Plan KAP18919, District Lot 14S, Land District Similkameen Div of Yale.

Figure 1 attached to this report shows the location of the subject property in the Apex Mountain Resort area west of Penticton. Figure 2 is a site plan showing the location of an existing cabin close to an unnamed, small creek at 108 Riordan Road, Apex. The cabin has two storeys, a crawlspace and a building footprint of 1000ft².

As shown on Figure 2, a small, unnamed local drainage creek flows through the subject property along the east property line and crosses under the existing driveway through a 600 mm CSP culvert. Any habitable building on a floodplain must comply with the Floodplain Regulations of the Area 'D-1' Kaleden-Apex Zoning Bylaw 2457, 2008. These Floodplain Regulations require a setback of at least 15 m from the natural boundary of a stream and a building site elevation at least 1.5 m above the elevation of a stream natural boundary.

RGC completed a flood hazard assessment for the property and determined that the existing cabin is in a safe-building location (See Photos No. 1 & 2). However, the building site approved by RGC does not meet the setback requirements of the RDOS Floodplain Regulations for Kaleden-Apex.

The building location is approximately 4 m from the natural boundary of a small creek. This location is less than the 15 m required by the Floodplain Regulations of the RDOS, Area 'D-1' Kaleden-Apex Zoning Bylaw 2457, 2008. Accordingly, Ms. Davis is applying for a Floodplain Exemption to allow the existing cabin to remain in the original location.

The flood hazard assessment work and flood protection report were undertaken by Paul Glen, P.Eng. Mr. Glen is a professional engineer who is familiar with river engineering and local hydrology. Mr. Glen's resume, a list of related projects and a Quality Assurance Statement are attached to this report.

2.0 References

RGC consulted the following references during the completion of this flood hazard assessment work.

- RDOS, Area 'D-1' Kaleden-Apex Zoning Bylaw 2457, 2008, with amendments up to July 20, 2017.
- Flood Hazard Area Land Use Management Guidelines (FHALUMG). BC Ministry of Water, Land and Air Protection (BCMWLAP), May 2004.

3.0 Work Completed

The following tasks were completed as part of these flood hazard investigations:

- Visited the site on June 26, 2017 to visually assess site conditions and discuss building location with the owner. Re-visited the site on October 31, 2017 to view stream low-flow conditions.
- Confirmed the natural boundary of the unnamed creek adjacent to the cabin and calculated the drainage area for this creek.

ROCK GLEN CONSULTING LTD.

- Reviewed RDOS Floodplain Regulations for this area and consulted the *BC Flood Hazard Area Land Use Management Guidelines (2004).*
- Assessed foundation protection requirements for the cabin and prepared appropriate flood protection recommendations.
- Completed a Flood Hazard Assessment report to present the findings and recommendations of these investigations.

4.0 Hydrological Setting and Potential Flooding Events

The unnamed creek on the subject property is a small, isolated stream that originates from Apex Mountain and has a watershed area of approximately 25 hectares. Photo No. 1 shows the cabin site, driveway access and stream.

A 600 mm CMP culvert crosses under the driveway just below the cabin site. The 600 mm driveway culvert has a calculated capacity of greater than 2 m³/sec and is reported to adequately handle normal and flood runoff flows. The stream was dry in late October 2017.

Estimated maximum runoff flows from the small watershed area (~25 ha) that feeds the unnamed creek are in the range of 0.6 m³/sec. As described in Section 3.2.3 of the FHALUMG (2004), the watercourse at 108 Riordan Road is considered a small stream with no significant history of flooding or erosion. Notwithstanding this lower hazard classification, the Kaleden-Apex floodplain bylaw setbacks of 15 m back from, and 1.5 m above, the stream natural boundary still apply.

Given the ability of the existing culvert to handle the calculated probable maximum flood flow, an overtopping of the road could only occur if the culvert is blocked. Even with a blocked culvert, an overtopping flood at the road would flow over the driveway and back into the creek downstream of the driveway.

5.0 Flood Protection Assessment Rationale

- The unnamed creek at 108 Riordan Road, Apex has a small contributing watershed and consequently a relatively low volume maximum flood flow of only 0.6 m³/sec.
- The driveway culvert below the cabin site has a calculated capacity of greater than 2 m³/sec so that under normal operating conditions the calculated maximum flood flow will be safely passed.
- In the event the driveway culvert is blocked by ice or debris, creek flows could overtop the driveway. A swale should be installed in the driveway to ensure that it is the low point and to allow any flood water to flow away from the cabin.
- Cabin foundations will be protected by riprap extending along the east, and portions of the south and north foundation walls of the building.

Based upon site investigation and hydrologic analysis findings summarized above, RGC supports the requested variance of the RDOS floodplain setback requirements. Specifically, RGC concludes that a reduction in the setback of the cabin from 15 m to 4 m from the natural boundary of the unnamed creek is acceptable.

The main floor system of the habitable area of the cabin will be maintained at least 1.5 m above the natural boundary of the adjacent stream.

108 Riordan Road, Apex, BC

6.0 Recommended Flood Protection Measures

As described in Section 5.0, there is a very low likelihood of a flood event that would overtop the driveway and potentially damage the cabin foundations. Nevertheless, it is considered reasonable and prudent to provide riprap erosion protection for the cabin foundations. In this regard, RGC recommends the following:

- Durable fieldstone or angular quarry (blast) rock riprap shall be placed across the full length of the east cabin foundations, for a width of at least 1.0 m, facing the creek. This riprap treatment shall also be extended at least 5 m along the north and south sides of the cabin foundations.
- The riprap shall be approximately equidimensional, with no slab or shaly rock shapes, and have diameters ranging from 150 mm to 600 mm.
- The riprap shall be anchored in shallow (300mm deep) trenches, and sloped no steeper than 2H:1V adjacent to cabin foundations.
- Riprap shall extend at least 300 mm below the base of the cabin footings.
- A qualified professional engineer shall review and approve the riprap protection works.

7.0 Closure and Limitations

This work was completed for Ms. Lindsay Davis with respect to the existing cabin at 108 Riordan Road, Apex.

Flood protection measures have been designed to withstand the impacts of flooding up to levels exceeding what might be anticipated in a 200-year flood event and maintain the serviceability of building structures.

The attached Quality Assurance Statement provides assurance that the findings presented in this report are consistent with the requirements of the BC Local Government Act and RDOS zoning bylaw floodplain regulations.

The work was completed following generally accepted engineering practice. No other warranty, expressed or implied, is made. Please contact us with any questions regarding this work.

ESSIO Yours truly, P. K. GLEN # 22954 GINEER

Paul Glen, P.Eng. Rock Glen Consulting Ltd.

Amber LeComte, P.Eng. Rock Glen Consulting Ltd.

Attachments:	1)
receiver in the second	

- 2) Figure 1 Location Plan
- 3) Figure 2 Site Plan

Site Photos

- 4) Quality Assurance Statement
- 5) Flood Hazard Assessment Project Experience
- 6) Paul Glen's Resume

108 Riordan Road, Apex, BC



Photo No. 1 – View looking west at subject property (June 26, 2017)



Photo No. 2 - View looking east towards Riordan Road (June 26, 2017)



Photo No. 3 - View looking upstream at unnamed creek (June 26, 2017)



Photo No. 5 - View looking west towards cabin (June 26, 2017)

ROCK GLEN CONSULTING LTD.



Photo No. 6 & 7 - View of trees above culvert inlet (June 26, 2017)





Quality Assurance Statement

Mr. Paul Glen, P.Eng. is the qualified professional (QP) responsible for this flood hazard assessment. Mr. Glen has been a practicing engineer for over 40 years and is qualified by training and experience to complete flood hazard assessments for residential developments.

In addition to training as a geological and geotechnical engineer, Mr. Glen has completed numerous hydrological assessments for flood control, erosion protection and flood hazard evaluations. A list of local hydrological project experience is presented on the next page followed by a copy of Mr. Glen's resume.

This flood hazard assessment was completed with due consideration of the following:

- RDOS Area 'D-1' Kaleden-Apex Southwest Sector Zoning Bylaw No. 2457, 2008 with amendments up to July 20, 2017.
- BC Ministry of Water, Land and Air Protection (BCMWLAP), May 2004 "Flood Hazard Area Land Use Management Guidelines".

I hereby give my assurance based upon the conditions contained in this report that for the requested floodplain bylaw exemption from RDOS Area 'D-1' Kaleden-Apex Southwest Sector Zoning Bylaw No. 2457, 2008, the BC Local Government Act (Section 910) requirement to state that, "*the land may be used safely for the use intended*" will be met. In this case, the land use intended is a residential cabin.

K. GLEN 22954 NGINEEP

Paul Glen, P.Eng. Rock Glen Consulting Ltd.

PAUL GLEN, P.Eng.

Flood Hazard Assessment Project Experience

- Chute Creek Flood Flow Analyses and Cabin Flood Works. Hydrological analysis of flood frequency data to derive stage-discharge relationships for the lower reach of Chute Creek. Design and construction supervision of concrete flood control flume repairs. Design of flood protection erosion protection for cabin within 3 m of the concrete flood control flume.
- Suncatchers RV Park Similkameen Flood Control Works. Repair and upgrade of flood and erosion protection dykes on the bank of the Similkameen River upstream of Keremeos, BC.
- Flood Hazard Assessments and Flood Protection Designs for Recreation Residence Construction – Similkameen River at Eastgate, Manning Park. Field surveys, hydrological data analysis to calculate flood frequency and flood levels for new construction adjacent to the Similkameen River.
- Skaha Lake Flood Protection Works, Penticton, BC: Field surveys, wave height calculations, erosion protection design and construction review for several lakefront properties along on Skaha Beach and Lakeside Road, Penticton as well as in Okanagan Falls.
- Flood Hazard Assessment for 18 Unit Towncabin Complex 650 Ellis Avenue, Naramata, BC: Field surveys, hydrological data compilation, review of flood mapping and Naramata Fan report: development of flood routing plan and floodproofing criteria for towncabin buildings; meetings with regulatory officials; construction review and professional quality assurance.
- Flood Hazard Assessment for New Cabin 8929 Road 17, Oliver, BC: Field surveys, hydrological data compilation, review of flood mapping and assessment of flooding and debris flow potential for planned new cabin on Testalinden Creek fan including flood proofing mitigation measures. Preparation of flood hazard report for floodplain exemption application.
- Flood Hazard Assessment for a New Dwelling Lot 18 Indian Rock Road, Naramata, BC: Document review, field surveys, hydrological data compilation, analysis and assessment of flooding potential for planned new dwelling on Indian Road including flood proofing mitigation measures. Preparation of flood hazard report for floodplain exemption application.



P. K. (Paul) Glen Geotechnical/Geological Engineer and Hydrogeologist Hydrology/Water Resources Engineering Geotechnical/ Geological Engineering Hydrogeology Environmental Engineering Waste Management Forestry

EDUCATION

Queen's University, Kingston, Ontario

REGISTRATION:

B.Sc., Geological Engineering, 1974

Professional Engineer: British Columbia

SUMMARY OF REPRESENTATIVE EXPERIENCE

Geotechnical and Geological Engineering:

Mr. Glen's geotechnical engineering practice in the Okanagan ranges from single-family residential foundation design and subdivision slope stability assessments, to large winery and warehouse structures. Geotechnical issues addressed include safe building setbacks for slope stability, rockfall hazard concerns and foundation design including piles, mat, raft as well as more conventional strip and spread footings in addition to retaining structures and swimming pools.

Increasingly, Mr. Glen has been involved in landslide hazard assessment for residential development including design and construction review of landslide mitigation and protective works. Assessments of landslide, rockfall and debris flood/flow hazards are part of Mr. Glen's practice.

Prior to coming to the Okanagan, Mr. Glen was involved in foundation investigations and designs for numerous residential, commercial and industrial sites, including heavy industrial foundation projects at petrochemical facilities, as well as shoring for high-rise structures.

Mr. Glen routinely conducts building inspections as part of property transactions and recommends repairs where necessary. He has completed foundation repair work on a number of properties and worked with insurance adjusters and lawyers to determine causes of building foundation failures.

Mr. Glen's experience covers a wide range of project types, and includes site investigations, design and construction for sewage lagoons, storm water retention ponds, mine tailings ponds and dykes, irrigation and waterpower dams. He has conducted numerous dam safety reviews, terrain analyses and granular resource studies throughout Western and Northern Canada.

In addition, Mr. Glen has completed a number of geological hazard assessments for development projects in the southern Okanagan Valley of B.C., as well as terrain stability assessments for a variety of forestry projects throughout the Southern Interior of B.C.

Transportation and Pipeline Engineering:

Mr. Glen's linear project experience includes resource access road, pipeline route selection and river crossing studies, transportation projects, slope stability analyses, major highway construction as well as railways and light-rail-transit systems.

Mr. Glen has completed geotechnical engineering assignments for major highways including Highways 2 (Deerfoot Trail), 3 (Crowsnest) and 40 (Kananaskis) in Alberta as well as the Trans Canada highway in B.C. He has also conducted geotechnical investigations for the approach grade to railroad tunnels in Rogers Pass.

Mr. Glen has completed a variety of forestry road location, design and construction projects. He is actively involved in residential road design and construction projects in the southern Okanagan.

Mr. Glen has completed pipeline route alignment studies throughout western and northern Canada including major gas pipelines across southern Alberta and Saskatchewan as well as between Edmonton, Cold Lake and Fort McMurray in northern Alberta.

A significant part of Mr. Glen's consulting career has been spent locating and designing river crossings for pipelines throughout B.C., Alberta, Saskatchewan, the Yukon and Northwest Territories of Canada.

Hydrology and Water Resources Engineering:

Mr. Glen has completed numerous flood studies for projects ranging from residential developments to watershed flood routing including flood analyses for residential and commercial developments in Penticton, Okanagan Falls, Keremeos, Eastgate, Rock Creek and Christian Lakes, as well as completed an analysis of flood flows north of Naramata in support of a design-build to repair and upgrade the flood capacity of a concrete flume at the mouth of Chute Creek.

He was hydrologist for watershed assessment projects on the Ashnola River, on Cherry Creek near Lumby, and for TFL 35 north of Kamloops. His graduate work involved intensive study of the ancestral Bow River system in southern Alberta where he applied a variety of fluvial geomorphology and Quaternary geology techniques to interpret the history of this river system over the past 3 to 5 million years.

Since founding Rock Glen Consulting (RGC), Mr. Glen has completed a variety of flood hazard assessment projects, including:

- Chute Creek Flood Flow Analyses and House Flood Works
- Suncatchers RV Park Similkameen Flood Control Works
- Flood Hazard Assessments and Flood Protection Designs for Recreation Residence Construction – Similkameen River at Eastgate, Manning Park
- Skaha Lake Flood Protection Works, Penticton, BC
- Flood Hazard Assessment for 18 Unit Townhouse Complex 650 Ellis Avenue, Naramata BC
- Flood Hazard Assessment for New House 8929 Road 17, Oliver, BC
- Flood Hazard Assessment for a New Dwelling Lot 18 Indian Rock Road, Naramata BC

Mr. Glen began his professional career with the Prairie Farm Rehabilitation Administration (PFRA) where he was involved in the investigation, design and construction of numerous dams, lagoons, canals and other water resources projects. He was involved in ice flow model studies for weirs in northern Alberta and dam safety assessments concerned with erosion, overtopping and estimating the Probable Maximum Floods (PMF) for dams throughout the Prairies.

He participated in sedimentation studies for proposed dams and reservoirs on the eastern slopes of Riding Mountain in Manitoba and assessed flood damage potential for existing and proposed dams in the Cypress Hills and Wood Mountain areas of southern Saskatchewan.

After leaving the PFRA, Mr. Glen consulted on the design and construction of a variety of water resources structures, including sewage lagoons, storm water retention ponds, mine tailings ponds and dykes, irrigation and waterpower dams. He has completed numerous dam safety reviews in British Columbia, Alberta and Saskatchewan.

Hydrogeology:

Mr. Glen has completed a variety of hydrogeological projects ranging from investigations for hazardous waste disposal sites to groundwater supply studies. He has served as hydrogeologist for soil salinity studies and construction impact assessments as well as major regional aquifer studies.

Mr. Glen has installed and rehabilitated monitoring wells for potash mines; conducted groundwater supply studies for residential and recreational developments; and provided hydrogeological input to a variety of municipal and industrial design and construction projects, including sewage lagoons, arenas and roadways.

He has undertaken groundwater supply studies and well installations for oil sands and heavy oil projects as well as dewatering and seepage analyses for various construction projects.

Most recently he is involved in groundwater supply studies for a planned expansion of residential and golf course developments at St. Andrews west of Okanagan Falls, in the southern Okanagan Valley area.

Environmental Engineering:

Mr. Glen has completed a variety of contaminant projects ranging from proposed uranium mine tailings disposal sites to hydrocarbon contamination clean-ups. He has completed comprehensive hydrogeological assessments and remediated contaminated soil and groundwater at petrochemical facilities, chemical plants and pulp mills, as well as undertaken environmental assessments and prepared closure plans for DND sites.

While practicing in Alberta, Mr. Glen completed risk assessments for contaminated sites and waste management operations including abandoned landfills, pulp mills and hydrocarbon contaminated sites. He has designed and constructed remedial works and implemented risk management plans for a number of these facilities.

Mr Glen has completed Phase 1 and 2 site assessments and site audits for numerous properties in British Columbia and Alberta. Much of this work related to property transfer and financing arrangements requiring due diligence to determine environmental conditions.

Waste Management:

Mr. Glen's waste management experience ranges from siting and permitting to design and construction of solid and liquid waste facilities. He has completed the siting, design and

construction of industrial, municipal and hazardous waste landfills, mine tailings ponds, municipal sewage lagoons, industrial wastewater ponds and domestic septic systems including permitting and hearings processes.

He has completed several health risk assessments for proposed and existing landfills including facilities in Red Deer, Cardston, Carstairs, Grande Prairie and Bluffton, Alberta.

His Okanagan practice includes numerous septic system investigations and designs for difficult sites. He has worked extensively with local Health Inspectors and Ministry of Environment staff on the permitting, design and construction of on-site sewage systems for individual residences, campgrounds, trailer parks and summer camps.

Mr. Glen has designed and constructed compacted clay, soil admix, geomembrane and composite liners, leachate collection and handling systems and installed numerous groundwater monitoring systems for waste facilities. He has completed health risk assessments for several existing and proposed landfills, as well as investigated numerous closed landfills and conducted forensic work to determine and mitigate leachate and odour concerns.

Mr. Glen has taken the lead in planning and executing public consultation work for a variety of waste management projects including new and expanded landfills in Red Deer, Cardston and Bluffton, Alberta. He assisted with public consultation work for the Regional District of Okanagan-Similkameen for their Okanagan Falls landfill.

Forestry:

Mr. Glen has a variety of forestry related project experience. He has completed project management and supervision of terrain mapping for TSIL C mapping projects in the Mission Creek and Olalla Creek watersheds of Southern B.C.

He has been involved in the completion and review of terrain stability assessments, sediment source surveys and IWRP projects throughout the B.C. interior.

Mr. Glen has completed numerous road assessment and design projects and was responsible for the upgrading, stream crossing design and landslide rehabilitation works on the Olalla Creek FSR.

He has completed various geotechnical and hydrogeological assignments at sawmills, pulp mills and wood treatment plants, including: installation of groundwater monitoring wells and remediation of contaminated groundwater; siting design, permitting and construction of wood waste and mill process waste landfills; forestry block access road and bridge siting, design and construction.

AFFILIATIONS

Member Association of Professional Engineers and Geoscientists of British Columbia Canadian Geotechnical Society International Association of Engineering Geologists International Association of Hydrogeologists

EMPLOYMENT RECORD

2001 – Present	Principal and Owner - Rock Glen Consulting Ltd., Okanagan Falls, B.C.			
1997 - 2001	Wildstone Engineering Ltd., Penticton, B.C.			
1986 - 1997	AGRA Earth & Environmental Limited, Saskatoon and Calgary			
1984 - 1986	University of Calgary (Graduate Studies)			
1983 - 1984	Hardy Associates (1978) Ltd., Calgary, Alberta			
1979 – 1983	9 – 1983 EBA Engineering Consultants Ltd., Calgary, Alberta			
1974 – 1979	Prairie Farms Rehabilitation Administration, Regina, Saskatchewan			

PUBLICATIONS

Glen, P.K., J.K. Morrison and K.J. Barnett. 1998. Rockfall Hazard Assessment for Residential **Development Sites.** 8th Congress of the International Association of Engineering Geology and the Environment, Vancouver, British Columbia, September 21-25, 1998.

Walter, A.L., S.L. Foley and P.K. Glen. 1995. Black Liquor in Groundwater at a Pulp Mill in Northern Alberta, Canada. 26th International Conference of the International Association of Hydrogeologists, Edmonton, Alberta, June 4-10, 1995.

Foley, S.L., P.K. Glen and A.L. Walter. 1995. The Use of Multi Level Sampling Devices to Monitor Black Liquor in Groundwater at a Pulp Mill in Northern Alberta, Canada. 26th International Conference of the International Association of Hydrogeologists, Edmonton, Alberta, June 4-10, 1995.

Glen, P.K. and A. Slawinski. 1987. The Swift Current Valley Aquifer System. Geological Association of Canada Annual Meeting, Special Session on Quaternary Geology and Geotechnology.

Slawinski, A. and P.K. Glen. 1987. The Swift Current Valley – A Glacially Disrupted Buried Valley Aquifer System. NWWA Northwest Regional Conference.

Bruch, P., C.I. Glen and P.K. Glen. 1987. Geotechnique and Microcomputers: Observations From a Western Canadian Geotechnical Engineering Practice. First Canadian Symposium on Microcomputer Applications to Geotechnique, Regina, Saskatchewan.

Glen, P.K. 1987. Recent Experience with Irrigation Dams in Southern Saskatchewan. 40th Canadian Geotechnical Conference, Regina, Saskatchewan.

Glen, P.K. and G.D. Osborn. 1986. Late Cenozoic River Migration and Diversion on the Alberta Prairie. American Quaternary Association Annual Meeting, Champagne, Illinois and Canadian Society of Petroleum Geologists Annual Conference, Calgary, Alberta.

Glen, P.K. 1986. Late Cenozoic Stratigraphy and Erosional History of the Ancestral Bow River Drainage, South-Central Alberta. GAC-MAC-CGU Joint Annual Meeting, Ottawa, Canada.

Trimble, R., G. Grainger and P.K. Glen. 1983. Old Crow, Yukon Groundwater Supply. Cold Regions Engineering Conference, Anchorage, Alaska.

Glen, P.K. and J. Lebedin. 1979. Conjunctive Use of Groundwater and Surface Water in the Prairie Environment. Plains Aquatic Research Conference, Regina, Saskatchewan.

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: OCP & Zoning Bylaw Amendment – Electoral Area "C"

Administrative Recommendation:

THAT Bylaw No. 2452.19, 2017, and Bylaw No. 2453.33, 2017, Electoral Area "C" Official Community Plan and Zoning Amendment Bylaws be denied.

Purpose:	To allow for a boundary line adjustment subdivision between two parcels.				
Owners:	Joao and Cindy Nunes	<u>Agent</u> : Bill Ross		<u>Folio</u> : C-05612.000	
Legal:	Lot 211, Plan KAP1997, DL 2450	s, SDYD, except Plan	s 8235 & 27407	Civic: 5580 Elderberry Street	
OCP:	Agriculture (AG)	Proposed OCP:	Small Holdings	(SH)	
Zoning:	Agriculture One (AG1)	Proposed Zoning:	Small Holdings	Three (SH3)	

Proposed Development:

This application proposes to rezone a portion of the subject property in order to facilitate a boundary line adjustment between two properties at 5580 Elderberry Street (the subject property) and 859 Golden Current Road.

Specifically, it is being proposed to subdivide approximately 0.52 hectare (ha) area of 5580 Elderberry Street and consolidate this area with the property at 859 Golden Currant Road. This will result in the parcel at 859 Golden Currant Road increasing in area from 1.98 ha to 2.50 ha, while the parcel at 5580 Elderberry St will decrease in area from 1.58 ha to 1.06 ha.

In support of the proposal, the applicant has stated that this proposal is to "adjust [the adjacent] property [so they] can use 1.2 ac to make their property 6.1 ac, the present property may be used for ground crop or grapes".

Site Context:

The subject parcel is approximately 1.58 ha in area and is located approximately 152 metres west of the Town of Oliver boundary. The subject property is under agricultural production and it is understood that a single detached dwelling is currently being constructed. The subject property is serviced with a community water system.

Surrounding pattern of development is characterized by agricultural properties similar sized or larger interspersed smaller residential, possibly homesite severance parcels. The majority of the surrounding area, including the subject parcel, is identified as being within the Agricultural Land Reserve (ALR).



Background:

The subject property was created by a subdivision plan prepared in 1976. It is understood that the subdivision was initially refused by the Agricultural Land Commission (ALC) in 1974: "the appeal cannot be allowed since the land falls within the Agricultural Land Reserve." Later that year, the ALC reconsidered their earlier resolution and subsequently decided to allow the subdivision application.

Available Regional District records indicate that a building permit was issued in May 2017 for a single detached dwelling and a Building Permit Exemption for farm storage building was sent in May 2017 advising the owner a building permit was not required for a farm use building.

In June 2017, the Ministry of Transportation and Infrastructure (MoTI) referred this subdivision to the Regional District for comment. The Ministry was advised at that time that OCP and zoning bylaw amendments are required before proceeding.

Under the Electoral Area "C" Official Community Plan (OCP) Bylaw No. 2452, 2008, the property is designated Agriculture (AG).

Under the Electoral Area "C" Zoning Bylaw No 2452, 2008, the parcel is zoned Agriculture One (AG1) which specifies a minimum parcel size for a subdivision of 4.0 ha.

Although the parcel is within the ALR, the ALC has advised that the proposed boundary adjustment appears to be consistent with ALR Regulations if, in the opinion of the Provincial Approving Officer, the proposed boundary adjustment would allow for the enhancement of the owner's overall farm or for the better utilization of farm buildings for farm purposes. If not, then an application to the ALC and subsequent approval must be obtained prior to rezoning and subdivision.

On November 7, 2017, the Provincial Approving Officer advised the Regional District that "all requirements of the regulation [i.e. Section 10 of the *ALR Use, Subdivision and Procedure Regulation*] are satisfied in my opinion and therefore I have indicated my agreement with the use of this regulation" to approve the subdivision without ALC approval.

Referrals:

Approval from the Ministry of Transportation and Infrastructure (MoTI) is not required as the proposal is situated beyond 800 metres of a controlled area (i.e. Highway 97).

Pursuant to Section 476 of the *Local Government Act*, the Regional District must consult with the relevant School District when proposing to amend an OCP for an area that includes the whole or any part of that School District. In this instance, School District No. 53 has been made aware of the proposed amendment bylaw.

Pursuant to Section 477 of the *Local Government Act*, after first reading the Regional Board must consider the proposed OCP amendment in conjunction with Regional District's current financial and waste management plans. The proposed OCP amendment has been reviewed by the Public Works Department and Finance Department, and it has been determined that the proposed bylaw is consistent with RDOS's current waste management plan and financial plan.

Public Process:

At its meeting of November 21, 2017, the Electoral Area "C" Advisory Planning Commission (APC) resolved to recommend to the Regional District Board that this development proposal be denied.

A Public Information Meeting was held ahead of the APC meeting on November 21, 2017, and was attended by two members of the APC, the applicant and agent, and three members of the public.

Administration recommends that the proposed consideration by the APC, the public information meeting, as well as formal referral to the agencies listed at Attachment No. 1, should be considered appropriate consultation for the purpose of Section 475 of the *Local Government Act*. As such, this process is seen to be sufficiently early and does not need to be further ongoing consultation.

Agency comments have been received from Ministry of Transportation and Infrastructure (MoTI), Fortis, and the Agricultural Land Commission (ALC), and these are included as a separate item on the Board Agenda and these are included as a separate item on the Board Agenda.

Analysis:

The main consideration in assessing this proposal is whether or not to allow an existing parcel designated for agriculture to be reduced to the smallest parcel size allowed before community sewer connection is required. In addition, by allowing this adjusted parcel area, there is a requirement for OCP and zoning amendments to Small Holdings to reflect the new size.

In considering this proposal, Administration notes that agricultural objectives and policies stated in the OCP generally point to preserving agricultural land and protecting land from uses that are inconsistent or incompatible.

The OCP also outlines a list of criteria to be used when assessing future Small Holdings developments, including: handling of water and sewage; natural environment and topography; impact on adjacent and character of the existing area; location relative to roads and services; natural hazards; and visual impacts.

In this instance, the land being transferred to the adjacent parcel appears to undoubtedly benefit the neighbouring farm, as it is gaining in productive farming area; however, the transfer of land to the adjacent property is not seen to be sufficient enough to outweigh the introduction of a 1.0 ha rural residential use into the area.

Historically, introducing rural residential sized parcels into active farming areas have the potential to create conflict between uses.

Conversely, this boundary adjustment will allow the parcel to the north to gain approximately 0.5 ha of land, and it can be therefore argued that increasing the size of that parcel would be beneficial to agriculture.

There are also a number of smaller existing parcels in the area and all within the ALR (but some of these appear to be the result of previous home-site severance subdivisions). The proposed new parcel will also remain just over 1.0 hectare in area and would meet the requirement for the creation of new un-serviced (sewer) parcels. The minimum parcel size for a SH3 zone is 1.0 ha.

The land is also relatively flat and would have been farmed productively in the past so the impacts on the environment and any topographic constraints are considered minimal.

In summary; however, Administration feels that the proposed rezoning to accommodate a boundary adjustment does not appear to provide enough overall farming benefit for the community to merit support.

Alternatives:

.1 THAT Bylaw No. 2452.19, 2017, and Bylaw No. 2453.33, 2017, Electoral Area "C" OCP and Zoning Amendment Bylaws be read a first and second time and proceed to a public hearing;

AND THAT the Board of Directors considers the process, as outlined in the report from the Chief Administrative Officer dated December 7, 2017, to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*;

AND THAT, in accordance with Section 477 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 2452.19, 2017, in conjunction with its Financial and applicable Waste Management Plans;

AND THAT the holding of the public hearing be scheduled for the Regional District Board meeting of January 4, 2018;

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

.2 THAT Bylaw No. 2452.19, 2017, and Bylaw No. 2453.33, 2017, Electoral Area "C" OCP and Zoning Amendment Bylaws be read a first and second time and proceed to public hearing;

AND THAT the Board of Directors considers the process, as outlined in the report from the Chief Administrative Officer dated December 7, 2017, to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*;

AND THAT, in accordance with Section 477 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 2452.19, 2017, in conjunction with its Financial and applicable Waste Management Plans;

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

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

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

Respectfully submitted

Endorsed by:

Endorsed by:

<u>ERiechert</u> E. Riechert, Planner

C. Garrish, Planning Supervisor

B. Dollevoet, Dev. Services Manager

<u>Attachments</u>: No. 1 – Applicant's Site Plan No. 2 – Site Plan from Building Permit



Attachment No. 1 – Applicant's Subdivision Plan

Attachment No. 2 – Site Plan from Building Permit



File No: C2017.128-ZONE

BYLAW NO. 2452.19

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2452.19, 2017

A Bylaw to amend the Electoral Area "C" Official Community Plan Bylaw No. 2452, 2008

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

- 1. This Bylaw may be cited for all purposes as the "Electoral Area "C" Oliver Rural Official Community Plan Amendment Bylaw No. 2452.19, 2017."
- The Official Community Plan Bylaw Map, being Schedule 'B' of the Electoral Area "C" Official Community Plan Bylaw No. 2452, 2008, is amended by changing land use designation on approximately 1.06 hectares of the land described as Lot 211, Plan KAP1997, District Lot 2450s, SDYD, Except Plans 8235 and 27407, and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Agriculture (AG) to Small Holdings (SH).

READ A FIRST AND SECOND TIME this _____ day of _____, 2017.

PUBLIC HEARING held on this _____ day of _____, 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: <u>info@rdos.bc.ca</u>



Amendment Bylaw No. 2452.19, 2017





Amendment Bylaw No. 2452.19, 2017 (C2017.128-ZONE) Page 2 of 2

BYLAW NO. 2453.33

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2453.33, 2017

A Bylaw to amend the Electoral Area "C" Zoning Bylaw No. 2453, 2008

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

- 1. This Bylaw may be cited for all purposes as the "Electoral Area "C" Zoning Amendment Bylaw No. 2453.33, 2017."
- 2. The Official Zoning Map, being Schedule '2' of the Electoral Area "C" Zoning Bylaw No. 2453, 2008, is amended by changing the land use designation on approximately 1.06 hectares of the land described Lot 211, District Lot 2450s, SDYD, Plan 1997, Except Plans 8235 and 27407, and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Agriculture One (AG1) to Small Holdings Three (SH3).

READ A FIRST AND SECOND TIME this _____ day of _____, 2017.

PUBLIC HEARING held on this _____ day of _____, 2017.

READ A THIRD TIME 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 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>



Amendment Bylaw No. 2453.33, 2017





Amendment Bylaw No. 2453.33, 2017 (C2017.128-ZONE) Page 2 of 2

TO:	Board of Directors
FROM:	B. Newell, Chief Administrative Officer
DATE:	December 7, 2017
RE:	Review and Update of the Electoral Area "G" Zoning Bylaw

Administrative Recommendation:

THAT Regional District of Okanagan-Similkameen, Electoral Area "G" Zoning Bylaw No. 2781, 2017, be read a third time.

Purpose:

Administration is proposing that the Regional District Board initiate an update of the Electoral Area "G" Zoning Bylaw, as it has not been the subject of such a comprehensive review since its adoption in 1977.

The impetus for this review has been a recent rezoning to allow for an "accessory dwelling" on a property which highlighted the outmoded nature of the bylaw, as well as the prospect of an agricultural zone being considered for Electoral Area "G" (which has received tentative support in a recent community survey) by the Board as a strategic project for 2018.

Background:

At its meeting of August 16, 2017, the Electoral Area "G" Advisory Planning Commission (APC) resolved to recommend to the RDOS Board that the proposed review of Zoning Bylaw No. 2462, 2008, is supported.

On September 15, 2017, Administration sent letters to all property owners in Electoral Area "G" whose lands are currently zoned under the Electoral Area "G" Zoning Bylaw No. 2463, 2008, advising of the proposed update and providing a feedback form for comments to be provided on.

Of the 41 feedback forms sent to affected property owners, five (5) have been returned with (two) 2 in support and three (3) opposed to the proposed update.

At its meeting of November 2, 2017, the Regional District Board resolved to approve first and second reading of the amendment bylaw and directed that a public hearing occur at the Board meeting of December 7, 2017.

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 required as the proposed amendments will affect lands situated within 800 metres of a controlled area (i.e. Highway 3A).

Analysis:

Administration is concerned that many of the provisions contained within the Electoral Area "G" Zoning Bylaw have been in place for between 30 to 40 years and have not been the subject of a comprehensive review.

This is seen to present challenges in that the language found in the bylaw is outdated, and may not reflect directions adopted by the Regional District in other Electoral Areas thereby creating inequalities between zoned parcels in Electoral Area "G" and other parts of the Regional District, and presents challenges to any proposed amendments.

For these reasons, Administrations favours a repeal and replacement of the current zoning bylaw with a new bylaw.

Importantly, Administration is not proposing to adversely impact any permitted uses and densities and believes that the review will result in potentially greater development opportunities on zoned parcels (i.e. through the possible introduction of secondary suites and accessory dwellings as permitted uses).

In addition, Administration is not proposing applying zoning to any additional parcels from what is currently zoned under the existing bylaw.

It is also proposed to simplify a number of regulations, such as parking, floodplain and the use regulations under each zone while also deleting redundant regulations such as "cluster development", compliance with Agricultural Land Commission Act, "mobile homes" and the Resort Cottage Zone.

Alternative:

THAT Regional District Board rescind first and second reading of the Electoral Area "G" Zoning Bylaw No. 2781, 2017, and abandon the bylaw.

Respectfully submitted:

C. Garrish, Planning Supervisor

Endorsed by:

B. Dollevoet, Development Services Manager

AREA "G" RURAL KEREMEOS

Zoning Bylaw No. 2781, 2017 – Regional District of Okanagan-Similkameen

ZONING BYLAW


Regional District of Okanagan-Similkameen Electoral Area "G" Zoning Bylaw No. 2781, 2017

TABLE OF CONTENTS

1.0	TITLE AND APPLICATION		
2.0	TRA	NSITION	3
3.0	ADN	VINISTRATION	5
	3.1	Applicability	5
	3.2	Enforcement	5
	3.3	Prohibitions and Penalties	5
	3.4	Severability	5
4.0	DEF	INITIONS	7
5.0	CRE	ATION OF ZONES	
	5.1	Zoning Districts	
	5.2	Definition of Zones:	
	5.3	Interpretation:	
	5.4	Permitted Uses:	
	5.5	Conditions of Use:	
	5.6	Comprehensive Development Zones:Error! Bookmark not	defined.
6.0	GEN	IERAL REGULATIONS	19
	6.1	Applicability	
	6.2	Principal Building	
	6.3	Uses Permitted in Every Zone	
	6.4	Prohibited Uses of Land, Buildings and Structures	
	6.5	Projections	20
	6.6	Fence Heights	20
	6.7	Accessory Buildings and Structures	

	6.8	Accessory Dwellings	
	6.9	Secondary Suites	21
	6.10	Recreational Vehicles	22
	6.11	Home Occupations	22
	6.12	Home Industries	
	6.13	Bed and Breakfast Operation	
	6.14	Keeping of Livestock and Honeybees	
	6.15	Kennel Facilities	25
7.0	SUB	DIVISION REGULATIONS	26
	7.1	Minimum Parcel Size Exceptions for Subdivision:	
	7.2	Minimum Parcel Width for Subdivision Exceptions:	
	7.3	Minimum Parcel Size Requirements for Bare Land Strata Subdivisions:	
	7.4	Minimum Useable Parcel Area	
	7.5	Hooked Parcels:	26
8.0	FLO	ODPLAIN REGULATIONS	27
	8.1	Floodplain Designation and Flood Construction Level	27
	8.2	Siting Buildings and Structures in Floodplains	27
	8.3	Floodplain Management Regulations	27
9.0	VEH	ICLE PARKING REGULATIONS	30
	9.1	Basic Provisions	30
	9.2	Location	30
	9.3	Off-Street Parking Space Standards	30
	9.4	Off-Street Vehicle Parking Requirements	30
10.0	ZON	ES	31
		LARGE HOLDINGS ONE (LH1) ZONE	
	10.2	SMALL HOLDINGS THREE ZONE (SH3)	34

Regional District of Okanagan-Similkameen Electoral Area "G" Zoning Bylaw No. 2781, 2017

A Bylaw to divide part of the Regional District within Electoral Area "G" into zones and regulate within the zones:

- 1. the use of land, buildings and structures,
- 2. the density of the use of land, buildings and structures,
- 3. the siting, size and dimensions of:
 - a) buildings and structures, and
 - b) uses that are permitted on the land,
- 4. the shape, dimensions and area, including the establishment of maximum and minimum sizes of all parcels of land that may be created by subdivision,
- 5. the provision of off-street parking and loading spaces,
- 6. the provision of screening or landscaping,
- 7. floodplain regulations, and
- 8. other matters under provincial empowering enactments.

The Regional Board of the Regional District of Okanagan-Similkameen ENACTS as follows:

1.0 TITLE AND APPLICATION

- 1.1 This Bylaw may be cited for all purposes as the "Regional District of Okanagan-Similkameen, Electoral Area "G" Zoning Bylaw No. 2781, 2017".
- 1.2 This Bylaw applies to all lands, including the surface of water and all uses, buildings and structures located within that portion of Electoral Area "G" of the Regional District of Okanagan-Similkameen as shown by map reference on Schedule 2, which is attached to and forms part of this Bylaw.

This Bylaw includes:

Schedule '1' — Electoral Area "G" Zoning Text

Schedule '2' — Electoral Area "G" Zoning Map

Schedule '3' — Similkameen River Provincial Floodplain Maps

2.0 TRANSITION

2.1 Electoral Area "G" Zoning Bylaw No. 2462, 2008, as amended is repealed.

READ A FIRST AND SECOND TIME on the 2ND day of November, 2017.

PUBLIC HEARING held on the 7th day of December, 2017.

READ A THIRD TIME on the _____ day of _____, 2017.

Approved by the Minister of Transportation and Infrastructure, the _____ day of _____, 2017.

ADOPTED the _____ day of _____, 2017.

Chair

Chief Administrative Officer

SCHEDULE '1'

Regional District of Okanagan-Similkameen

Electoral Area "G" Zoning Bylaw No. 2781, 2017

3.0 ADMINISTRATION

3.1 Applicability

- .1 This Bylaw applies to that portion of the Regional District contained within Electoral Area "G", as outlined on Schedule '2'.
- .2 Land or the surface of water must not be used, land shall not be subdivided and buildings or structures must not be constructed, altered, located or used except as specifically permitted in this Bylaw.
- .3 All uses permitted by this Bylaw include, except as otherwise specifically stated, all uses reasonably accessory and exclusively devoted to the principal uses.
- .4 Parcels created prior to adoption of this Bylaw that do not meet any minimum parcel area or dimensions may be used for any of the permitted uses listed in each zone, subject to the limitations contained therein.
- .5 Parcels shall be consolidated prior to issuance of building permit where the proposed building would otherwise straddle the parcel line.

3.2 Enforcement

.1 The Manager of Development Services, Regional District Building Inspectors, and such other officers, employees or agents designated from time to time by the Regional Board to act in the place of the Manager and Inspectors, subject to applicable enactments, are authorized at all reasonable times to enter on any property that is subject to regulation under this Bylaw, to ascertain whether the regulations, prohibitions or requirements under this Bylaw are being observed.

3.3 Prohibitions and Penalties

- .1 A person shall not prevent or obstruct, or attempt to prevent or obstruct, a person, an officer or an employee authorised under Section 3.2 from entering property to ascertain whether regulations, prohibitions or requirements of this Bylaw are being met or observed.
- .2 Each person who violates any of the provisions of this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$10,000.00 and the costs of prosecution.
- .3 Each day's continuance of an offence under this Bylaw constitutes a new and distinct offence.

3.4 Severability

.1 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.



4.0 **DEFINITIONS**

In this Bylaw:

Α

"accessory use" means a use which is subordinate, customarily incidental, and exclusively devoted to a principal use in existence on the same parcel;

"accessory building or structure" means a detached building or structure located on the same parcel as the principal building, the use of which is subordinate, customarily incidental, and exclusively devoted to that of the principal building;

"accessory dwelling" means 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;

"agriculture" means the use of land, buildings or structures for growing, harvesting, packing, storing and wholesaling of agricultural crops for the purposes of providing food, horticultural, medicinal or farm products, but excludes processing and retail sales of farm products. Agriculture includes producing and rearing animals and range grazing of horses, cattle, sheep, and other livestock and includes apiculture and aquaculture;

"apiculture" means the keeping and raising in apiaries of honey bees for honey production, crop pollination, and bee stock production;

"aquaculture" means the growing and cultivation of aquatic plants, or fish, for commercial purposes, in any water environment or in human made containers of water, and includes the growing and cultivation of shellfish on, in or under the foreshore or in the water;

В

"bed and breakfast operation" means an occupation conducted within a principal dwelling unit, by the residents of the dwelling unit, which provides sleeping accommodations to the traveling public and includes the provision of a morning meal for those persons using the sleeping accommodations;

"brewery, cidery, distillery or meadery" means the brewing or 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 beer, cider, spirits or mead;

"building" means any structure consisting of a roof supported by walls or columns used or intended to be used for sheltering, accommodating or enclosing people, animals, goods, chattels or equipment;

С

"community care and/or residential care facility" means a facility licensed by the Provincial government as a community care facility or residential care facility or like establishments not licensed Provincially;

"community hall" means a building or part of a building designed for, or intended to be used by the public for such purposes as civic meetings, educational meetings, political meetings, recreational activities or social activities and may include banquet facilities;

"cooking facility" means a food preparation area which has a sink and an appliance for the heating or cooking of food;

"crawl space" means the space between the underside of the joists of the floor next above and the ground floor slab or ground surface where no slab exists, having a vertical clear height less than 1.5 metres;

D

"designated flood" means a flood, which may occur in any given year, of such magnitude as to equal a flood having a 200-year recurrence interval, based on a frequency analysis of unregulated historic flood records or by regional analysis where there is inadequate watercourse flow data available;

"derelict vehicle" includes a vehicle, except a farm vehicle, that is not displaying a current licence, pursuant to Provincial regulations, and which is not enclosed within a garage or carport;

"designated flood level" means an observed or calculated water level attained by a designated flood, which is used in the calculation of the flood construction level;

"development" means any activity carried out in the process of clearing or preparing a site or constructing or erecting structures;

"dwelling unit" means one or more habitable rooms constituting one self-contained unit which has a separate entrance, and which contains washroom facilities, and not more than one set of cooking facilities and which is designed to be used for living and sleeping purposes;

Ε

"equestrian centre" means the use of riding arenas, stables, training tracks and other structures that accommodate the activity of riding horses, and in which horses are sheltered and fed;

F

"family" means one or more persons related by marriage, blood, common law, adoption or foster parenthood, and not more than five (5) unrelated persons sharing one dwelling unit typical of a single-family unit or other similar basic social unit;

"farm building" means a building or part thereof which is associated with and located on land devoted to the practice of agriculture, and used essentially for the housing of equipment or livestock, or the production, storage, processing, marketing and selling of agricultural and horticultural produce or feeds;

"farm operation" means a farm operation as defined by the Province under the Farm Practices Protection (Right to Farm) Act;

"farm products" means commodities or goods that are produced from a farm use;

"farm use" means an occupation or use of land for agricultural purposes, including farming of land, plants and animals and any other similar activity designated as farm use by Provincial regulation, and includes a farm operation;

"feed lot" means any building, structure, compound or other enclosure, or an outdoor, nongrazing area where more than fifty (50) livestock are confined by fences, other structures or topography, including paddocks, corrals, exercise yards, and holding areas, but not including a seasonal feeding area used to feed livestock during the winter months, and not including grazing areas;

"fence" means an artificially constructed barrier of any material or combination of materials erected to enclose or screen areas of land;

"floodplain" means an area of land, whether floodproofed or not, which is susceptible to flooding by a watercourse, lake or other body of water;

"floodplain setback" means the required minimum distance from the natural boundary, or other reference line of a watercourse, lake, or other body of water to any landfill or structural support required to elevate a floor system or pad above the flood construction level, so as to maintain a floodway and to allow for potential land erosion;

"freeboard" means a vertical distance added to a designated flood level used to establish a flood construction level;

G

"grade, finished" means the average finished ground level at the perimeter of a building or structure, excluding any localized mounds or depressions such as those for vehicle or pedestrian entrances;

"greenhouse" means a structure covered with translucent material, and used for the purpose of growing plants, which is of sufficient size for persons to work within the structure;

"gross floor area" means the total floor area of a building on a parcel measured to the outer limits of the building, excluding uncovered parking, unenclosed swimming pools, uncovered balconies, uncovered sundecks, crawl spaces and parking within a building;

Η

"habitable area" means, for the purpose of the flood construction level provisions of this Bylaw, any space or room within a building or structure, including a manufactured home or unit, which is used or is capable of being used for human occupancy or industrial, business or commercial use, or storage of goods, including equipment (and furnaces), which is susceptible to damage by floodwater;

"height" means, when used in reference to a building or structure except for a retaining wall, the vertical distance from the finished grade to the highest point of the roof or structure;

"highway" includes a street, road, lane, bridge, viaduct or any other way open to public use other than a private right-of-way on private property;

"home industry" means an occupation or a commercial use that is accessory to the principal residential use of the parcel and may include manufacturing, processing, fabricating, assembling, storing, distributing, testing, servicing, or repairing of goods or materials including vehicle repair, maintenance and auto body shops, and other similar uses;

"home occupation" means an occupation or profession that is accessory to the principal residential use of a parcel and may include home offices; studios; home workshops, and other similar uses;

"hooked parcel" means a parcel of which one portion is physically separated from the other portion by a highway, except a Forest Service Road, or another parcel;

K

"kennel" means the care of six (6) or more dogs, cats or other domestic animals or pets whether such animals are kept commercially for board, propagation, training, sale or for personal and private enjoyment;

L

"lane" means a highway that provides a second access to a parcel and is less than eight metres wide;

"livestock" means horses, cattle, sheep, swine, llamas, ratites, goats, farmed game and other similar animals;

Μ

"manufactured home" means a "mobile home" or "modular home" normally built in an enclosed factory environment in one or more sections, intended to be occupied in a place other than that of its manufacture, but does not include travel trailers, recreational vehicles, park model recreational vehicles or campers;

"minimum parcel size" means the minimum area of a parcel of land that can be created by subdivision;

"mobile home" means a manufactured home which is certified as being constructed to the Canadian Standards Association Z240 Mobile Home Series Standard;

"modular home" means a manufactured home which is certified as being constructed to the Canadian Standards Association A277 Standard;

"multi-dwelling unit" means a building containing three or more dwelling units;

Ν

"natural boundary" means the visible high watermark of any lake, river, stream, or other body of water where the presence and action of the water are so common and usual and so long continued in all ordinary years as to mark upon the soil of the bed of the lake, river, stream, or other body of water a character distinct from that of the banks, in vegetation, as well as in the nature of the soil itself;

0

"off-farm products" means farm products that are not grown, reared, raised or produced on the farm from which they are being sold;

Ρ

"panhandle" means any parcel with any of the building envelope situated directly behind another parcel so that its frontage is a relatively narrow strip of land which is an integral part of the parcel;

"parcel" means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the Bare Land Strata Regulations under the *Strata Property Act* or a legally recorded lease of license of occupation issued by the Province of British Columbia;

"parcel area, useable" means all the area of a parcel except areas that are:

- a) part of a panhandle,
- b) required as building setbacks from property lines,
- c) required as building setbacks from watercourses or geotechnical hazards such as steep or unstable slopes, and
- d) subject to a restrictive covenant that prohibits all use of the area subject to the covenant.

"parcel coverage" means the total horizontal area of structures measured to the outside of the exterior walls of the buildings and structures on a lot including the horizontal areas of attached decks and porches, expressed as a percentage of the lot area, and for a structure with no defined exterior wall, measured to the drip line of the roof or, in the case of decks and porches, includes the horizontal flooring area;



Figure 4.1: Parcel Coverage Illustration

"parcel line, exterior side" means any parcel line common to a highway, other than a lane, which is not a front parcel line;

"parcel line, front" means any parcel line common to a parcel and one highway other than a lane, provided that, where a parcel is contiguous to the intersection of two highways, the front parcel line is the shortest parcel line contiguous to one of the highways. Where a parcel is bisected by a highway, both parcel lines abutting the highway are considered to be front parcel lines;

"parcel line, interior side" means a parcel line between two or more parcels other than the front, rear or exterior side parcel line;

"parcel line, rear" means the boundary of a parcel which lies the most opposite to the front parcel line and, where the property has only three parcel lines, the rear is the junction of the two side parcel lines;

"parcel size" means the area of land within the boundaries of the lot but excludes the panhandle area;

"parcel width or depth" means the mean horizontal distance between the side parcel lines or front and rear parcel lines of any parcel;

"parks" means any publicly-owned, held or beneficially owned outdoor land or facility specifically designed for passive or active recreation including tot-lots, playgrounds, walkways, trails, band shells, greenbelts, buffers, nature interpretation areas, or similar land uses, including all uses permitted in Provincial Parks, and all natural and constructed landscaping, facilities, playing fields, buildings and structures consistent with the general purpose of public park land;

"poultry" means domestic fowl and pigeons including any bird in captivity but excludes ratites;

"principal building" means the buildings and structures on a parcel which reflect the principal permitted use of that parcel;

"principal dwelling" means a principal residential dwelling unit that,

- a) consists of a self-contained set of rooms located in a building,
- b) is used or intended for use as a residential premises,
- c) contains kitchen and bathroom facilities that are intended to be exclusive to the unit; and
- d) is not a secondary suite or accessory dwelling unit.

"principal use" means the main purpose for which the parcel, building or structure is used; "processed farm products" means farm products that have been transformed by biological or other means such as fermentation, cooking, butchering, canning, smoking or drying to increase their market value and convenience to the consumer, but does not include hot and cold food items sold for on-site consumption;

R

"range grazing" means the feeding on grass or pasture of livestock;

"ratites" means a bird having small or rudimentary wings and no keel to the breastbone, includes ostriches, emus, and rheas;

"recreational vehicle" means a vehicle designed to be towed behind a motor vehicle or selfpropelled, and includes such vehicles commonly known as travel trailers, fifth wheels, camper trailers, pick-up coaches, motorized campers, motorized homes, park model trailers and other similar vehicles, which provide temporary recreational accommodation for the traveling public;

"residential" means the occupancy or use of a dwelling unit for the permanent domicile of a person or persons; or the occasional or seasonal occupancy of a dwelling unit as a dwelling by an owner who has a permanent domicile elsewhere or by non-paying guests of such an owner. This use does not include vacation rental;

"retail sales of farm and/or off-farm products" means retail activity which is an accessory use to a farm use and which may include the sale of goods produced on or off that farm as permitted in a given zone and which includes buildings and structures necessary for the sale and storage;

S

"secondary suite" means a self-contained second dwelling unit located within a principal single detached dwelling accessory to the principal dwelling used or intended to be used as a residence, with self-contained sleeping, living, cooking and sanitary facilities and direct access to the open air without passage through any portion of the principal dwelling unit. A secondary suite does not include duplex housing, semi-detached housing, multiple-dwelling housing or boarding and rooming housing;

"setback" means the horizontal minimum permitted distance measured at right angles to the parcel line, between the parcel line and a building or structure, or, in the case of floodplain or a watercourses, distance measured from the natural boundary, top of bank or other reference identified elsewhere in this Bylaw;

"setback, front" as illustrated in Figure 4.2, means the minimum required setback area between the side parcel lines extending from the front parcel line to the nearest wall or supporting member of a building or structure;

"setback, rear" as illustrated in Figure 4.2, means the area between the side parcel lines extending from the rear parcel line to the nearest wall or supporting member of a building or structure;

"setback, side" as illustrated in Figure 4.2, means the area of the parcel which extends from the front setback to the rear setback, between the side parcel line and the nearest wall or supporting member of a building or structure;

"sight triangle" means the area formed by a triangle in the angle formed by the right-of-way boundaries or boundaries produced and 2 points on those boundaries 4.5 metres from the point of intersection;



Figure 4.2 — Setback Areas

"sign" means any object, device, display, structure, or part thereof, which is used to advertise, identify, display, direct or attract attention to an object, service, event or location by any means including words, letters, figures, design, symbols, fixtures, colours, illumination or projected images;

"single detached dwelling" means a detached building used for residential use of one family and consisting of one dwelling unit and a secondary suite if permitted in the applicable zone. May include a "modular home" but does not include a "mobile home";

"small livestock" means poultry, rabbit or other small animals similar in size and weight but does not include farmed fur bearing animals or roosters;

"standard dykes" means dykes built to a minimum crest elevation equal to the flood construction level, which meet standards of design and construction approved by the Province and which is maintained by an ongoing entity such as a local government body;

"stockyard" means a building or enclosure with pens or sheds for housing, buying, selling and auctioning livestock;

"structure" means any construction fixed to, supported by or sunk into land or water, and includes swimming pools, retaining walls and manufactured home spaces, but specifically excludes fences under 2.0 metres in height, landscaping, paving and signs unless otherwise noted in this bylaw;

U

"utility use" means the use of land for the establishment of utility facilities and associated appurtenances for the provision of water, sewer, electrical, natural gas, communication, fire protection and transportation; where such use is established by a local, provincial or federal government, an improvement district, a Crown corporation or by a company or person; or the use of land for such facilities where they are regulated by a government act or regulation. This definition of "utility use" specifically excludes oil or gas storage tanks; power sub-stations; sewage treatment plants; offices; or public storage or maintenance and works yards;

V

"veterinary establishment" means a use conducted for the care, treatment, or hospitalization of animals, birds and fish and may include grooming facilities and sales of accessory supplies, but does not include the keeping or boarding of animals not under the care, treatment or hospitalisation;

W

"watercourse" includes any of the following: a watercourse, whether it usually contains water of not; a pond, lake, river, creek or brook, and; a ditch, spring or wetland that is connected by surface flow to a watercourse;

"winery" means an establishment involved in the manufacture, packaging, storing and sales of grape and fruit-based wines, including a wine bar, food & beverage lounge and an eating and drinking establishment.

5.0 CREATION OF ZONES

5.1 Zoning Districts

For the purposes of this Bylaw, the area of the Regional District subject to this Bylaw is hereby divided into zoning districts with the following zone designations and their abbreviations.

The headings below create categories of zones and represent all the zones under that heading.

ZONING TITLE	ABBREVIATION
Large Holdings One Zone	LH1
Small Holdings Three Zone	SH3

5.2 Definition of Zones:

- .1 The area of each zone is defined by Schedule '2'.
- .2 Where a zone boundary is shown on Schedule '2' as following a road allowance or a watercourse, the centre line of the road allowance or watercourse shall be the zone boundary.

5.3 Interpretation:

Except as expressly provided in this Bylaw, all headings, italicized clauses and other references forming part of this Bylaw must be construed as being inserted for convenience and reference only.

5.4 Permitted Uses:

In respect of each zone created under Section 5.1 of this Bylaw:

- .1 the only uses permitted are those listed in respect of each zone under the heading "Permitted Uses" in Section 10.0 of this Bylaw;
- .2 uses not listed in respect of a particular zone are prohibited;
- .3 the headings in respect of each zone are part of this Bylaw.

5.5 Conditions of Use:

On a particular site in a specified zone created under this Bylaw, the maximum permitted site coverage, height and density and the minimum required setbacks are set out in respect of each specified zone in the provisions found in Section 10.0 of this Bylaw.

6.0 GENERAL REGULATIONS

6.1 Applicability

Except as otherwise specified in this Bylaw, Sections 6.2 to 9.4, apply to all zones established under this Bylaw.

6.2 Principal Building

No building for residential use is to be located on the same parcel as any other building for residential or non-residential use, except as otherwise provided for in this Bylaw.

6.3 Uses Permitted in Every Zone

The following uses are permitted in every zone and are not subject to the minimum parcel area of any zone:

- .1 Government controlled, held or sanctioned parks, playfields and playgrounds open to the public,
- .2 utility uses,
- .3 roads and lanes,
- .4 conservation areas,
- .5 fire halls, police stations, ambulance service uses, and similar emergency services,
- .6 facilities permitted by provincial enactment for:
 - a) day care for no more than eight (8) persons, or
 - b) residence for no more than ten (10) persons, not more than six (6) of whom are persons in care,
- .7 Provincial, municipal, and regional improvement district works for flood control.

6.4 Prohibited Uses of Land, Buildings and Structures

- .1 The use of a tent or recreational vehicle as a permanent residence is prohibited.
- .2 Unless otherwise specifically permitted in this Bylaw, no parcel must be used for the wrecking, salvage or storage of more than two derelict vehicles or as a salvage operation. "Derelict vehicle" includes any vehicle, except a farm vehicle, that is not displaying a current license, pursuant to Provincial regulations, and which is not enclosed within a garage or carport.

6.5 Projections

Subject to setbacks that may be more stringent provided elsewhere in this Bylaw, the following regulations apply to projections on buildings:

- .1 Gutters, eaves, sunshades, cornices, belt courses and sills may project into required setbacks to a maximum of 0.6 metres measured horizontally;
- .2 Unenclosed access ramps for physically disabled persons may project fully into required setbacks;
- .3 In no case shall a projection cross a parcel line.

6.6 Fence Heights

- .1 The height of a fence shall be determined by measurement from the ground level, at the place on which the fence is to be located, to the top of the fence.
- .2 No fence shall exceed 1.8 metres in height except:
 - a) on a corner site contiguous to a highway intersection, no fence, hedge or other vegetation is permitted at a greater height than 1.0 metre above the established elevation of the centre point of intersecting highways, at or within a distance of 4.5 metres from the corner of the site at the intersection of the streets;





- b) in the case of a fence constructed on top of a retaining wall, the combined height of the fence and the retaining wall at the parcel line or within 1.2 metres of the parcel line shall not exceed 2.0 metres in height, as measured from the lowest finished ground level at the bottom of the retaining wall to the top of any part of the fence; and
- c) deer fences shall not be limited in height, provided such fences are constructed of material that permits visibility, such as wire mesh.
- .3 The use of razor wire for fencing is prohibited within all zones.

6.7 Accessory Buildings and Structures

- .1 All buildings or structures attached to a principal building are deemed to be a portion of the principal building if they share a common roof and a common wall for a minimum length of 25% of the total perimeter dimensions of the structure.
- .2 No accessory building or structure shall be situated on a parcel unless:
 - a) a principal building has already been erected on the same lot;
 - b) a principal building will be erected simultaneously with the accessory building or structure on the same lot; or
 - c) the accessory building or structure does not exceed 10.0 m² in area, one storey in building height, and is limited to one (1) per parcel.

6.8 Accessory Dwellings

The following regulations apply to accessory dwellings where permitted as a use in this Bylaw:

- .1 An accessory dwelling cannot be subdivided under the *Strata Property Act*.
- .2 Accessory dwellings or mobile homes shall not be permitted on parcels less than 1.0 ha in area unless connected to a community sanitary sewer system.

6.9 Secondary Suites

The following regulations apply to secondary suites where permitted as a use in this Bylaw:

- .1 A secondary suite shall be located in a converted single detached dwelling. Secondary suites are not permitted in an accessory dwelling. There shall be no external structural alterations or additions to the building, except as required to meet the British Columbia Building Code and amendments thereto.
- .2 No more than one (1) secondary suite is permitted per principal dwelling unit. No secondary suite is permitted in conjunction with a bed and breakfast operation. A bed and breakfast operation is not permitted within a secondary suite.
- .3 No secondary suite is permitted without connection to a community sanitary sewer unless the lot is at least 2,020 m² in area and meets the relevant Provincial requirements for on-site sewage disposal for the secondary suites.
- .4 The maximum floor area of a secondary suite shall meet the British Columbia Building Code and amendments thereto.
- .5 One (1) parking space per secondary suite is required in addition to those required for the principal dwelling.

.6 Secondary suites shall comply with all relevant Regional District Bylaws and the British Columbia Building Code and amendments thereto.

6.10 Recreational Vehicles

- .1 Only recreational vehicles belonging to the owner or occupier of the principal single detached dwelling unit on a parcel may be stored on the same parcel.
- .2 Despite Section 6.10.1 above, one (1) recreational vehicle belonging to a guest or visitor may be located on the same parcel containing a permitted single detached dwelling. Such recreational vehicles shall only be used for the temporary accommodation of the guest or visitor for a period not exceeding a total of ninety (90) days in any one (1) calendar year.

6.11 Home Occupations

The following regulations apply to home occupation uses where permitted as a use in this Bylaw:

- 1. A home occupation shall not occupy more than 50% of the floor area of a principal dwelling unit or accessory building to a maximum of 100 m².
- 2. A home occupation shall be carried out within the principal dwelling unit, or in an accessory building where permitted in the particular zone, with no external storage of materials, containers or finished products.
- 3. No retail sales shall be permitted in a home occupation, except for:
 - a) goods produced or made on the premises;
 - b) telephone or internet sales or sales where the customer does not enter the premises;
 - c) mail order sales;
 - d) direct distributors where customers do not enter the premises; and
 - e) sale of products directly related to the home occupation.
- 4. No commercial vehicle, exceeding 1 tonne in vehicle weight, associated with or used in the conduct of a home occupation shall be parked or otherwise located outside of an unenclosed building.
- 5. Only persons residing in the principal dwelling unit may carry on the home occupation located on the parcel occupied by the principal dwelling unit.
- 6. A home occupation shall not generate traffic congestion or parking demand within the District and shall not produce a public offence or nuisance of any kind.
- 7. A home occupation shall not involve:

- a) material or products that produce inflammable or explosive vapours or gases under ordinary temperatures;
- b) the boarding, breeding and keeping of animals;
- c) the salvage or repair, or motor vehicles, boat, or other machinery as a commercial venture; and
- d) the assembly of more than four (4) persons for any artistic, educational, religious, therapeutic or similar activity.

6.12 Home Industries

The following regulations apply to home industry uses where permitted as a use in this Bylaw:

- .1 No home industry shall be permitted on a parcel less than 2.0 hectares in size.
- .2 A home industry shall not involve the salvage or storage of derelict vehicles and equipment, used building or domestic products and similar discarded materials.
- .3 A home industry shall be carried on in the principal dwelling unit or within an accessory building.
- .4 A home industry shall not occupy more than 50% of the floor area of the principal dwelling unit. The gross floor area utilized for a home industry, including storage of materials, commodities or finished products associated with the home industry shall not exceed 200 m².
- .5 No retail sales of products other than the sale of goods produced, grown or assembled on the parcel shall be permitted.
- .6 Only persons residing in the principal dwelling unit may carry on the home industry located on the parcel, and up to five (5) non-resident employees may be on the parcel.
- .7 A home industry shall not be located on a parcel unless a principal dwelling unit already exists or is being constructed simultaneously, on the same parcel.
- .8 No nuisance from noise, vibration, smoke, dust, odours, heat, glare, disturbance shall be produced by the home industry and, at all times, the privacy and enjoyment of adjacent dwellings shall be preserved and the home industry shall not adversely affect the character of the area.
- .9 A home industry shall not generate any pedestrian or vehicular traffic or parking in excess of that which is generally characteristic of the area within which it is located.
- .10 A home industry shall not involve:
 - a) wrecking, salvage or storage of derelict vehicles and equipment;
 - b) salvage or storage of used building or domestic products and similar discarded materials;

- c) manufacture of concrete products;
- d) bulk fuel or chemical storage or refining depots;
- e) animal or agriculture products processing; and
- f) the production of animal feeds.

6.13 Bed and Breakfast Operation

A bed and breakfast operation is permitted where listed as a permitted use, provided that:

- 1. it is located within one principal dwelling unit on the parcel;
- 2. no more than eight (8) patrons shall be accommodated within the dwelling unit;
- 3. no more than four (4) bedrooms shall be used for the bed and breakfast operation;
- 4. no cooking facilities shall be provided for within the bedrooms intended for the bed and breakfast operation;
- 5. no patron shall stay at the bed and breakfast operation for more than thirty (30) consecutive days with 30 days in between any subsequent stay;
- 6. no retail sales other than the sale of goods produced on the parcel are permitted;
- 7. no commercial vehicle, exceeding 1 tonne in weight, associated with or used in the conduct of the bed and breakfast operation shall be parked or otherwise located outside an unenclosed building;
- 8. only persons residing in the principal dwelling unit may carry on the bed and breakfast operation on the parcel occupied by the principal dwelling unit, and must be present on the property during a patron's stay; and
- 9. the bed and breakfast operation shall not generate traffic congestion or parking demands within the District and shall not produce a public offence or nuisance of any kind.

6.14 Keeping of Livestock and Honeybees

In this Bylaw, where "single detached dwelling" is a permitted use the following regulations apply:

1. the number of livestock, small livestock and honeybee hives permitted per parcel shall be as follows:

PARCEL AREA	MAXIMUM NUMBER OF LIVESTOCK	MAXIMUM NUMBER OF SMALL LIVESTOCK	MAXIMUM NUMBER OF HONEYBEE HIVES
Less than 625 m ²	0	0	0
625 m ² to 2,500 m ²	0	5	2

2,500 m ² to 0.4 ha	0	25	Not applicable
0.4 ha to 1.0 ha	2	50	Not applicable
1.0 ha to 1.5 ha	3	75	Not applicable
1.5 ha to 2.0 ha	4	100	Not applicable

- 2. On parcels 2,500 m² or greater in area, keeping of honeybees shall be unlimited, and on parcels 2.0 ha or greater in area, keeping of livestock and small livestock shall be unlimited.
- 3. Products derived from the keeping of livestock and honeybees may be sold in accordance with Section 6.9 (Home Occupation) or Section 6.10 (Home Industry) of this bylaw, in addition to any applicable provincial regulations.
- 4. Honeybee hives must be located in accordance with the following:
 - a) to the rear of the principal dwelling unit; and
 - b) 7.5 metres from any parcel line, unless the underside of the hive is situated:
 - i) greater than 2.5 metres above the adjacent ground level, in which case the setback from any parcel line shall be 2.0 metres; or
 - ii) less than 2.5 meters above the adjacent ground level, in which case the setback from any parcel line shall be 2.0 metres provided the beehive is situated behind a solid fence or hedge more than 2.0 metres in height running parallel to any property line and extending at least 6.0 metres beyond the hive in both directions.

6.15 Kennel Facilities

A kennel is permitted where listed as a permitted use, provided that:

- 1. No kennel shall be permitted on a parcel less than 4.0 hectares in size; and
- 2. All buildings, structures and areas utilized in association with a kennel shall be sited a minimum of 30.0 metres from all parcel lines.

7.0 SUBDIVISION REGULATIONS

7.1 Minimum Parcel Size Exceptions for Subdivision:

Minimum parcel size for subdivision requirements of this Bylaw do not apply to:

- .1 the consolidation of existing parcels or the addition of closed streets to an existing parcel;
- .2 the alteration of lot lines between two or more parcels where:
 - a) no additional parcels are created upon completion of the alteration;
 - b) the altered lot line does not infringe on the required setbacks for an existing building or structure located on a parcel;
 - c) the alteration does not reduce the site area of the parcels involved to a size less than that of the smallest parcel that existed prior to the alteration.
- .3 a subdivision approved by the Agricultural Land Commission under its homesite severance policy;
- .4 No existing parcel that meets the present minimum parcel size requirements of this Bylaw must, upon completion of a parcel line alteration, have a parcel size less than that required within the respective zone.

7.2 Minimum Parcel Width for Subdivision Exceptions:

- .1 Despite the minimum parcel width for subdivision provisions of this Bylaw, a panhandle lot may be permitted provided that:
 - a) the minimum parcel width of the panhandle is 6.0 metres and the maximum width shall not exceed 20.0 metres;
 - b) the panhandle must not be calculated as part of the parcel area for the purpose of subdivision; and
 - c) no more than two (2) panhandles abut each other.

7.3 Minimum Parcel Size Requirements for Bare Land Strata Subdivisions:

.1 The minimum average parcel size is equal to the minimum parcel size for the designated zoning.

7.4 Minimum Useable Parcel Area

.1 The minimum useable parcel area of each parcel shall be 200 m².

7.5 Hooked Parcels:

.1 A hooked parcel may be created where each portion satisfies the minimum parcel area requirements of the applicable zone.

8.0 FLOODPLAIN REGULATIONS

8.1 Floodplain Designation and Flood Construction Level

- .1 The following land is designated as a floodplain:
 - a) the area shown as the 200 year floodplain for the Similkameen River on the provincial floodplain maps attached as Schedule '3' to this Bylaw;
 - b) any land not shown on the provincial floodplain maps that is less than 3.0 metres above the natural boundary of the Similkameen River;
 - c) any land that is less than 1.5 metres above the natural boundary of any other watercourse.
- .2 The flood construction level for land designated as a floodplain in section 8.1.1 is:
 - a) the 200 year flood levels shown on the provincial floodplain maps for the floodplain designated in section 8.1.1(a);
 - b) 3.0 metres above the natural boundary for the floodplain designated in section 8.1.1(b);
 - c) 1.5 metres above the natural boundary for the floodplain designated in section 8.1.1(c).

8.2 Siting Buildings and Structures in Floodplains

Despite any other provisions of this Bylaw, no building or structure shall be located within:

- .1 7.5 metres of the natural boundary of any lake, pond or marsh, or the top of bank where the bank is within 7.5 metres of the natural boundary of any lake, pond or marsh;
- .2 15.0 metres of the natural boundary of any other watercourse except the Similkameen River; and
- .3 30.0 metres of the natural boundary of the Similkameen River.

8.3 Floodplain Management Regulations

- .1 No person shall place any structural support for a habitable area or fill required to support a habitable area on land within a floodplain setback area under Section 8.2;
- .2 No person shall construct, reconstruct, move or extend a floor system or pad which supports a habitable area, such that the underside of the wooden floor system or the top of the pad or the ground surface on which it is located, is lower than the flood construction levels specified in Section 8.1 except as provided in Sections 8.3.3 and 8.3.4;

- .3 Despite Section 8.3.2, the following floodplain management regulations apply:
 - a) For Dwellings Units:

Dwelling units shall be located with the underside of any wooden floor system, or the top of the pad of any habitable area, or in the case of a manufactured home the top of the pad or the ground surface on which it is located, no lower than:

- i) 1.0 metre above the natural ground elevation taken at any point on the perimeter of the building; or
- ii) flood construction levels specified in Section 8.1, whichever is greater.
- b) For Closed-Sided Livestock Buildings:

Closed-sided livestock buildings that are not behind standard dykes shall be located with the underside of any wooden floor system, or the top of the pad of any habitable area, or the ground surface on which it is located, no lower than:

- i) 1.0 metre above the natural ground elevation, taken at any point on the perimeter of the building; or
- ii) the flood construction levels specified in Section 8.1, whichever is lesser.
- c) For Industrial Buildings:

Industrial buildings, other than the main switchgear, must be located with the underside of any wooden floor system or the top of any pad of any habitable area or the ground surface on which it is located not lower than the flood construction levels specifies in Section 8.1 minus freeboard. Main electrical switchgear shall not be lower than the flood construction level.

- .4 The floodplain management regulations specified in Section 8.3.3 may be achieved by structural elevation of the habitable area, or by placing adequately compacted fill on which any habitable area is to be constructed or located, or by a combination of both structural elevation and fill.
- .5 Where fill is used to meet the floodplain management regulations specified in Sections 8.3.2 and 8.3.3, the face of the fill slope must be adequately protected against erosion from flood flows, wave action, ice and other debris hazards.
- .6 The following developments and uses are excluded from the requirements of the floodplain management regulations specified in Sections 8.3.2 and 8.3.3:
 - a) renovations, except structural, to existing buildings or structures that do not involve additions thereto;
 - b) additions to buildings or structures that would increase the size of the building or structure by less than 25 percent of the floor area existing on June 17, 1982;
 - c) that portion of a building or structure to be used as a carport or garage;
 - d) farm buildings other than dwelling units and closed-sided livestock housing;

- e) closed-sided livestock housing behind standard dykes;
- f) on-loading and off-loading facilities associated with water-oriented industries and portable sawmills;
- g) unenclosed decks and balconies that do not have supports located within the floodplain.

9.0 VEHICLE PARKING REGULATIONS

9.1 Basic Provisions

.1 Section 9.0 of this bylaw applies only to highways not subject to Provincially controlled access regulations.

9.2 Location

.1 Off-street parking and loading spaces must be located on the same parcel as the building or use they serve.

9.3 Off-Street Parking Space Standards

- .1 Access and cross aisles must not be less than 3.6 metres for one-way traffic and 6.6 metres for two-way traffic.
- .2 All parking areas must contain adequate provisions so that vehicles may turn around on the parcel.

9.4 Off-Street Vehicle Parking Requirements

Off-street parking and loading must be provided in accordance with the following requirements:

USES	REQUIRED # OF PARKING SPACES
Accessory Dwelling	1 per dwelling unit
Bed and Breakfast operation	1 per sleeping unit
Commercial retail	1 per 30.0 m ² gross floor area
Secondary Suite	1 per secondary suite
Single Detached Dwelling	2 per dwelling unit
Veterinarian Establishments	4 per veterinarian

10.0 ZONES

10.1 LARGE HOLDINGS ONE (LH1) ZONE

10.1.1 Permitted Uses:

Principal Uses:

- a) agriculture;
- b) equestrian centres;
- c) single detached dwelling or mobile home;
- d) veterinary establishments;

Accessory Uses:

- e) accessory dwelling or mobile home, subject to Section 6.8;
- f) bed and breakfast operation, subject to Section 6.13;
- g) home industries, subject to Section 6.12;
- h) home occupations, subject to Section 6.11;
- i) kennels, subject to Section 6.15;
- j) retail sales of farm and off-farm products;
- k) secondary suites, subject to Section 6.9;
- I) accessory buildings and structures, subject to Section 6.7.

10.1.2 Minimum Parcel Size:

a) 4.0 ha

10.1.3 Minimum Parcel Width:

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

10.1.4 Maximum Number of Dwellings Permitted Per Parcel:

- a) one (1) principal dwelling;
- b) the number of secondary suites, accessory dwellings or mobile homes permitted per parcel, and the total gross floor area of all secondary suites, accessory dwellings and mobile homes permitted per parcel shall not exceed the following:

PARCEL AREA	MAXIMUM NUMBER OF SECONDARY SUITES, ACCESSORY DWELLINGS OR MOBILE HOMES	MAXIMUM GROSS FLOOR AREA OF ALL SECONDARY SUITES, ACCESSORY DWELLINGS AND MOBILE HOMES PER PARCEL
-------------	--	--

Less than 8.0 ha	1	90 m ²
8.0 ha to 11.9 ha	2	180 m ²
12.0 ha to 15.9 ha	3	270 m ²
Greater than 16.0 ha	4	360 m ²

c) despite Section 10.1.4(b), for parcels situated within the Agricultural Land Reserve, all dwellings in excess of one (1) must be used only for the accommodation of persons engaged in farming.

10.1.5 Minimum Setbacks:

a) Buildings and structures:

i)	Front parcel line:	7.5 metres
ii)	Rear parcel line:	7.5 metres
iii)	Exterior side parcel line:	4.5 metres
iv)	Interior side parcel line:	4.5 metres

b) despite Section 10.1.5(a), livestock shelters, equestrian centres, generator sheds, boilers or walls with fans, and on-farm soil-less medium production facilities:

i)	Front parcel line:	15.0 metres
ii)	Rear parcel line:	15.0 metres
iii)	Interior side parcel line:	15.0 metres
iv)	Exterior side parcel line:	15.0 metres

10.1.6 Maximum Height:

a) No building, accessory building or structure shall exceed a height of 10.0 metres.

10.1.7 Maximum Parcel Coverage:

a) 35%

10.1.8 Site Specific Large Holdings One (LH1s) Regulations:

- a) in the case of land described as Lot R, Plan KAP92023, Section 30, Township 52, SDYD, and shown shaded yellow on Figure 10.1.8(a):
 - i) despite Section 10.1.4(b), the maximum floor area of an accessory dwelling on a parcel less than 8.0 ha in area shall not exceed 250.0 m².


10.2 SMALL HOLDINGS THREE ZONE (SH3)

10.2.1 Permitted Uses:

Principal Uses:

- a) agriculture;
- b) single detached dwelling;

Accessory Uses:

- c) bed and breakfast operation, subject to Section 6.13;
- d) home occupations, subject to Section 6.11;
- e) secondary suites, subject to Section 6.9;
- f) accessory buildings and structures, subject to Section 6.7.

10.2.2 Minimum Parcel Size:

a) 1.0 ha

10.2.3 Minimum Parcel Width:

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

10.2.4 Maximum Number of Dwellings Permitted Per Parcel:

- a) one (1) principal dwelling; and
- b) one (1) secondary suite.

10.2.5 Minimum Setbacks:

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

10.2.6 Maximum Height:

a) No building, accessory building or structure shall exceed a height of 10.0 metres;

10.2.7 Maximum Parcel Coverage:

a) 20%

10.2.8 Minimum Building Width:

a) Principal Dwelling Unit: 5.0 metres, as originally designed and constructed.

10.2.9 Site Specific Small Holdings Three (SH3s) Regulations:

a) Not applicable.

~ end of Schedule '1' ~



Date: September 8, 2017





	DYKES DURING HIGH FLOW PER RESULTING IN THE FLOOD LEVE TO BE EXCEEDED IN THIS AREA.	
	I O DE EACEEDED IN IHIS AREA.	
Ţ		
+	+	
Provincial Floo	dplain	
Map		
Schedule '3' – Electoral Zoning Bylaw No. 278		
_	+	
REGIONAL DISTRICT		
OKANAGAN SIMILKAMEEN		
This is Schedule '3' (Provincial Flood Plain Map) Regional District of Okanagan-Similkameen's El Zoning Bylaw No. 2781, 2017.	,	
Chair Chief Admin	nistrative Officer	
- + <u>Use and Limitations of Floodplain N</u>	Haps +	the state
 Users must note the dates of base mapping, aerial photography, ri- relevant to dates of development in the map area. Subsequent de floodplain or channel (natural or constructed) will affect flood le information obsolete. 	velopments or changes within the	1º
 Floodplain maps are administrative tools which depict minimum boundaries. Flooding may occur outside of the designated floodplain Floodplain maps do not provide information on site-specific flood has 	boundary.	21
 water velocity, sudden shifts in the channel of the watercourse, or all Other sources of water, roads, railways or other barriers can restrict levels. As well, obstructions such as ice and debris, flooding in surrogroundwater or other phenomena can cause flood levels to exceed 	ct water flow and affect local flood ounding areas, channel deposition, those indicated on the map. Land	-
 Adjacent to a floodplain may be subject to flooding from tributary wate Floodplain maps do not indicate or locate legal survey boundaries. A property location, ground elevations, and designated flood level inform The accuracy of the location of a floodplain boundary as shown or 	site survey is required to reconcile mation.	
 topography. It is generally assumed to be plus or minus one-half the in Professional assistance and detailed engineering analysis are required considerations. 	ncrement of the ground contours. uired to address any of the above $293\ 000\ \pm$	5
- +	5 455 000	
	NOTE: CONDITIONS EXCEEDING	
	PARAMETERS COULD RES BREACH CAUSING INUNE AND DEPOSITION WITHIN AREA. FLOOD LEVEL ISOC SHOWN DASHED BEHIND	OATION I THE L GRAMS
	-+	
- Ť	1	-
- T NOTES T	i FLOODPLAIN	
ced by: British Columbia Water Management Brench, Special Projects Section, Floodplain Mapping Program. 9: River survey done by Surveys Section, water Management Branch, Project 92 27 F052	FLOODPLAIN n areas as depicted on this map have been designated pur- B8) by the Minister of the Environment for Canada and the Minist still occur outside of the interim designated floodplain areas. nation or failure to interim designate areas on this map.	DATA suant to er of En
NOTES ced by: British Columbia Water Management Brench, Special Projects Section, Floodplain Mapping Program. 1. The floodplain Agroement (198 Flooding may s interim design y: River survey done by Surveys Section, water Management Branch, Project 92 27 F052 September 1992 a) Horizontal control based on provincial network. 1. The floodplain Agroement (198 b) Elevations are in metres and are referred to Geodetic Survey of Canada datum. 1. The floodplain Agroement (198	n areas as depicted on this map have been designated pur. 88) by the Minister of the Environment for Canada and the Minist	DATA suant to er of En The Min 200 year



			A Thomas and a start of the start of the	THEAMD WATERS CO OF EAVISONMENT		
i The Manuapper L	No.	DESCRIPTION	DATE	DATE SEPTEMBER 30, 1995	ENVIRONNEMENT CANADA EAUX INTERIFURES	COLOMBIE-BRITANNIQUE MINI DE L'ENVIRONNEMENT
ta 5 Tp an Stronnets Park				DRAWN T.E.		FLOODPLAIN
Oliver Oliver	2			CHECKED	SIMILKAN	IEEN RIVE
				RIVER SURVEY		
a Cosoroos			+	DESIGNED B. B.	100m	0 100 200
all - 1 maping	1			-		Scale in me
sage MA	4.8			ENGINEER R.J. WIL	work RECOMMENT	NDED RWMills

ADMINISTRATIVE REPORT

TO:	Board of Directors
FROM:	B. Newell, Chief Administrative Officer
DATE:	December 7, 2017
RE:	Zoning Bylaw Amendments - Electoral Areas "A", "C", "D", "E", "F" & "H" Retaining Walls and Building Height Review

Administrative Recommendation:

THAT Bylaw No. 2773, 2017, Regional District of Okanagan-Similkameen Retaining Wall and Building Height Update Amendment Bylaw be read a third time.

Purpose:

The purpose of Amendment Bylaw No. 2773 is generally to address consistency issues currently existing within the various Electoral Area zoning bylaws as they relate to the calculation of height and regulation of retaining walls, but to also address:

- new definitions related to "height" "retaining wall", "structure", "parcel", "parcel coverage", "parcel area, useable" and "panhandle";
- updated general regulations pertaining to Projections and Fence Heights and new regulations pertaining to Retaining Walls;
- a re-ordering of bylaw sections related to "Administration", "Basic Provisions", "Creation of Zones" and "Subdivision Regulations" in order to improve and clarify the intent of these sections across Electoral Areas.

Background:

At its meeting of October 17, 2013, the Planning and Development (P&D) Committee considered an administrative report related to "<u>Retaining Walls and Height</u>" which recommended in favour of introducing standard definitions and regulations related to retaining walls and height (i.e. that it be measured from average finished grade) into the "Okanagan Electoral Areas Zoning Bylaws update".

The Committee resolved to defer consideration of a motion "to a future meeting", and the item remained outstanding.

At its meeting of May 4, 2017, the P&D Committee considered an updated administrative report related to retaining wall and building height definitions and resolved to direct staff to initiate Draft Amendment Bylaw No. 2773.

In that report, Administration advised that due to the technical nature of the proposed amendments, referral to external agencies as well as a select group of local firms familiar with development requiring the use of retaining walls (i.e. Ecora and McElhanney) instead of public open houses or consideration by the Electoral Area Advisory Planning Commissions (APCs) was recommended.

At its meeting of November 2, 2017, the Regional District Board resolved to approve first and second reading of the amendment bylaw and directed that a public hearing occur at the Board meeting of December 7, 2017.

All comments received through the public process are compiled and included as a separate item on the Board Agenda.

Approval from the Ministry of Transportation and Infrastructure (MoTI) is required as the proposed amendments will affect lands situated within 800 metres of a controlled area (i.e. Highways 3 & 97).

Analysis:

Administration strongly supports the proposed amendments contained within Amendment Bylaw No. 2773 as these will simplify the calculation of height and provide greater clarity on the regulations governing the development of retaining walls.

Administration is also supportive of the other amendments contained within the bylaw that will address further consistency issues in the Electoral Area zoning bylaws, such as:

- the layout of sections (i.e. "Administration", "Basic Provisions", "Creation of Zones" and "Subdivision Regulations");
- the inclusion of a standardised list of height exemptions (i.e. antennas, belfries, chimney stacks, flagpoles, rooftop mechanical equipment, etc.) under general regulations;
- clarifying that decks constitute a form of development that may project into a setback under general regulations; and
- new and updated subdivision regulations related to panhandles, hooked parcels and useable parcel area.

As the Board was previously advised, these changes require ancillary amendments to the maximum building height permitted in the Electoral Area "F" Zoning Bylaw to reflect the new definition and that this also has a cascading effect on setbacks for accessory structures in the Small Holdings Five Zone (which are proposed to be made consistent with the setbacks found in the SH5 zones in other Electoral Area zoning bylaws).

Alternative:

THAT the Board of Directors rescind first and second readings of Amendment Bylaw No. 2773, 2017, and abandon the bylaw.

Respectfully submitted:

C. Garrish, Planning Supervisor

Endorsed by:

B. Dollevoet, Development Services Manager

BYLAW NO. 2773

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2773, 2017

A Bylaw to amend the Electoral Areas "A", "C", "D-1", "D-2", "E", "F" and "H" Regional District of Okanagan-Similkameen Zoning Bylaws

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

1. This Bylaw may be cited for all purposes as the "Regional District of Okanagan-Similkameen Retaining Wall and Building Height Update Amendment Bylaw No. 2773, 2017."

Electoral Area "A"

- 2. The "Regional District Okanagan-Similkameen, Electoral Area "A" Zoning Bylaw No. 2451, 2008" is amended by:
 - i) replacing Section 3.0 (Administration) in its entirety with the following:

3.0 ADMINISTRATION

3.1 Applicability

- .1 This Bylaw applies to that portion of the Regional District contained within Electoral Area "A", as outlined on Schedule '2'.
- .2 Land or the surface of water must not be used, land shall not be subdivided and buildings or structures must not be constructed, altered, located or used except as specifically permitted in this Bylaw.
- .3 All uses permitted by this Bylaw include, except as otherwise specifically stated, all uses reasonably accessory and exclusively devoted to the principal uses.
- .4 Parcels created prior to adoption of this Bylaw that do not meet any minimum parcel area or dimensions may be used for any of the

permitted uses listed in each zone, subject to the limitations contained therein.

.5 Parcels shall be consolidated prior to issuance of building permit where the proposed building would otherwise straddle the parcel line.

3.2 Enforcement

.1 The Manager of Development Services, Regional District Building Inspectors, and such other officers, employees or agents designated from time to time by the Regional Board to act in the place of the Manager and Inspectors, subject to applicable enactments, are authorized at all reasonable times to enter on any property that is subject to regulation under this Bylaw, to ascertain whether the regulations, prohibitions or requirements under this Bylaw are being observed.

3.3 Prohibitions and Penalties

- .1 A person shall not prevent or obstruct, or attempt to prevent or obstruct, a person, an officer or an employee authorised under Section 3.2 from entering property to ascertain whether regulations, prohibitions or requirements of this Bylaw are being met or observed.
- .2 Each person who violates any of the provisions of this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$10,000.00 and the costs of prosecution.
- .3 Each day's continuance of an offence under this Bylaw constitutes a new and distinct offence.

3.4 Severability

- .1 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.
- ii) adding a definition of "crawl space" under Section 4.0 (Definitions) to read as follows:

"crawl space" means the space between the underside of the joists of the floor next above and the ground floor slab or ground surface where no slab exists, having a vertical clear height less than 1.5 metres;

iii) replacing the definition of "height" under Section 4.0 (Definitions) with the following:

"height" means, when used in reference to a building or structure except for a retaining wall, the vertical distance from the finished grade to the highest point of the roof or structure;

- iv) deleting Figure 4.1 (Building Elevations).
- v) adding a definition of "panhandle" under Section 4.0 (Definitions) to read as follows:

"panhandle" means any parcel with any of the building envelope situated directly behind another parcel so that its frontage is a relatively narrow strip of land which is an integral part of the parcel;

vi) replacing the definition of "parcel" under Section 4.0 (Definitions) with the following:

"parcel" means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the Bare Land Strata Regulations under the *Strata Property Act* or a legally recorded lease of license of occupation issued by the Province of British Columbia;

vii) adding a definition of "parcel area, useable" under Section 4.0 (Definitions) to read as follows:

"parcel area, useable" means all the area of a parcel except areas that are:

- a) part of a panhandle;
- b) required as building setbacks from property lines;
- c) required as building setbacks from watercourses, environmental values or geotechnical hazards as identified through a report prepared by a qualified individual; and
- d) subject to a restrictive covenant that prohibits all use of the area subject to the covenant.
- viii) replacing the definition of "parcel coverage" under Section 4.0 (Definitions) with the following:

"parcel coverage" means the total horizontal area of structures measured to the outside of the exterior walls of the buildings and structures on a lot including the horizontal areas of attached decks and porches, expressed as a percentage of the lot area, and for a structure with no defined exterior wall, measured to the drip line of the roof or, in the case of decks and porches, includes the horizontal flooring area;



Figure 4.1: Parcel Coverage Illustration

ix) adding a definition of "retaining wall" under Section 4.0 (Definitions) to read as follows:

"retaining wall" means a structure or series of interdependent structures greater than 1.2 metres in height constructed to hold back, stabilize or support an earthen bank;

x) replacing the definition of "structure" under Section 4.0 (Definitions) with the following:

"structure" means any construction fixed to, supported by or sunk into land or water, and includes swimming pools, retaining walls and manufactured home spaces, but specifically excludes fences under 2.0 metres in height, landscaping, paving and signs unless otherwise noted in this bylaw;

xi) replacing Section 5.0 (Basic Provisions) in its entirety with the following:

5.0 CREATION OF ZONES

5.1 Zoning Districts

For the purposes of this Bylaw, the area of the Regional District subject to this Bylaw is hereby divided into zoning districts with the following zone designations and their abbreviations.

The headings below create categories of zones and represent all the zones under that heading.

ZONING TITLE	ABBREVIATION
Rural Zones	
Resource Area Zone	RA
Agriculture One Zone	AG1
Agriculture Two Zone	AG2
Large Holdings One Zone	LH1
Small Holdings Two Zone	SH2
Small Holdings Three Zone	SH3
Small Holdings Four Zone	SH4
Low Density Residential Zones	
Residential Single Family One Zone	RS1
Residential Two Family (Duplex) Zone	RS3
Medium Density Residential Zones	
Residential Multiple Family Zone	RM1
Commercial Zones	
General Commercial Zone	C1
Tourist Commercial One Zone	CT1
Industrial Zones	
Industrial (Light) One Zone	11
Administrative And Open Space Zones	
Administrative and Institutional Zone	AI
Parks and Recreation Zone	PR
Conservation Area Zone	CA

5.2 Definition of Zones:

- .1 The area of each zone is defined by Schedule '2'.
- .2 Where a zone boundary is shown on Schedule '2' as following a road allowance or a watercourse, the centre line of the road allowance or watercourse shall be the zone boundary.

5.3 Interpretation:

Except as expressly provided in this Bylaw, all headings, italicized clauses and other references forming part of this Bylaw must be construed as being inserted for convenience and reference only.

5.4 Permitted Uses:

In respect of each zone created under Section 5.1 of this Bylaw:

- .1 the only uses permitted are those listed in respect of each zone under the heading "Permitted Uses" in Section 10.0 to 16.0 of this Bylaw;
- .2 uses not listed in respect of a particular zone are prohibited;
- .3 the headings in respect of each zone are part of this Bylaw.

5.5 Conditions of Use:

On a particular parcel in a specified zone created under this Bylaw, the maximum permitted parcel coverage, height and density and the minimum required setbacks are set out in respect of each specified zone in the provisions found in Sections 10.0 to 16.0 of this Bylaw.

5.6 Comprehensive Development Zones:

A Comprehensive Development (CD) Zone shall only be created where a proposed development is of a scale, character, or complexity requiring comprehensive planning and implementation that, in the opinion of the Regional District Board, is of a unique form or nature not contemplated or reasonably regulated by another zone.

xii) replacing Section 6.0 (Creation of Zones) in its entirety with the following:

6.0 SUBDIVISION REGULATIONS

6.1 Minimum Parcel Size Exceptions for Subdivision:

Minimum parcel size for subdivision requirements of this Bylaw do not apply to:

- .1 the consolidation of existing parcels or the addition of closed streets to an existing parcel;
- .2 the alteration of lot lines between two or more parcels where:
 - a) no additional parcels are created upon completion of the alteration;
 - b) the altered lot line does not infringe on the required setbacks for an existing building or structure located on a parcel;
 - c) the alteration does not reduce the area of the parcels involved to a size less than that of the smallest parcel that existed prior to the alteration.
- .3 No existing parcel that meets the present minimum parcel size requirements of this Bylaw must, upon completion of a parcel line alteration, have a parcel size less than that required within the respective zone.

6.2 Minimum Parcel Width for Subdivision Exceptions:

- .1 Despite the minimum parcel width for subdivision provisions of this Bylaw, a panhandle lot may be permitted provided that:
 - a) the minimum parcel width of the panhandle is 6.0 metres and the maximum width shall not exceed 20.0 metres;
 - b) the panhandle must not be calculated as part of the parcel area for the purpose of subdivision; and
 - c) no more than two (2) panhandles abut each other.

6.3 Minimum Parcel Size Requirements for Bare Land Strata Subdivisions:

.1 The minimum average parcel size is equal to the minimum parcel size for the designated zoning.

6.4 Minimum Useable Parcel Area

.1 The minimum useable parcel area of each parcel shall be 200 m^2 .

6.5 Hooked Parcels:

- .1 A hooked parcel may be created where each portion satisfies the minimum parcel area requirements of the applicable zone.
- xiii) replacing Section 7.7 (Projections) under Section 7.0 (General Regulations) with the following:

7.7 Projections

- .1 No features shall project into a setback required by this Bylaw except the following minor projections on buildings:
 - a) Gutters, eaves, sunshades, cornices, belt courses and sills may project into required setbacks to a maximum of 0.6 metres measured horizontally;
 - b) Unenclosed access ramps for physically disabled persons may project fully into required setbacks;
 - c) In Residential zones the following features may project into the required setbacks:
 - chimneys, bay windows or other architectural projections which do not comprise more than 25% of the total length of a wall and do not project more than 0.6 metres measured horizontally; and
 - ii) unenclosed stairwells, balconies, porches, uncovered decks or canopies, may project no more than:
 - .1 1.5 metres, measured horizontally, into the front setback; or
 - .2 2.0 metres, measured horizontally, into the rear setback.
 - d) In no case shall a projection cross a parcel line.
- .2 No features shall extend beyond a height limit required by this Bylaw except the following minor projections on buildings:
 - a) antennas, belfries, chimney stacks, church spires, clearance markers, elevator shafts, flagpoles, monuments, rooftop mechanical equipment, ventilation machinery and water tanks.
- xiv) replacing Section 7.8 (Fence Height) under Section 7.0 (General Regulations) with the following:

7.8 Fence Heights

The height of a fence shall be determined by measurement from the ground level, at the place on which the fence is to be located, to the top of the fence.

- .1 No fence shall exceed 1.8 metres in height to the rear of a front setback and 1.2 metres in height in the front setback except:
 - a) in the Rural zones all fences may be up to 1.8 metres in height, and in the Industrial zones all fences may be up to 2.4 metres in height;
 - b) in Commercial zones abutting or across a highway from the AG1 and AG2 zones all fences may be up to 2.0 metres in height;

 c) on a corner parcel contiguous to a highway intersection, no fence, hedge or other vegetation is permitted at a greater height than 1.0 metre above the established elevation of the centre point of intersecting highways, at or within a distance of 4.5 metres from the corner of the parcel at the intersection of the highway;



Figure 7.8 – Sight Triangle

- d) in the case of a fence constructed on top of a retaining wall, the combined height of the fence and the retaining wall at the parcel line or within 1.2 metres of the parcel line shall not exceed 1.8 metres in height, as measured from the finished grade of the abutting higher parcel;
- e) deer fences shall not be limited in height, provided such fences are constructed of material that permits visibility, such as wire mesh; and
- f) fences for ball parks and tennis courts shall not be limited in height, provided such fences are constructed of materials that permit visibility, such as wire mesh.
- .2 The use of barbed wire for fencing is prohibited within all Residential and Commercial zones as well as the Al Zone.
- .3 The use of razor wire for fencing is prohibited within all zones.
- xv) adding a new sub-section following sub-section 7.24 under Section 7.0 (General Regulations) to read as follows:

7.25 Retaining Walls

1. the height of a retaining wall shall be determined by measurement from the lowest finished grade at the base of the retaining wall to the top of any part of the retaining wall.

- 2. the minimum horizontal separation between individual retaining walls on the same parcel, as measured from the outer face of each retaining wall, must not be less than the height of the lowest retaining wall.
- 3. retaining walls constructed closer than the height of the lowest retaining wall will collectively be considered a single retaining wall for the purposes of determining the height of a retaining wall.
- 4. no retaining wall shall exceed 2.0 metres in height except:
 - a) in a required setback for a front, side or rear parcel line no retaining wall shall exceed 1.2 metres in height; and
 - b) on a corner site contiguous to a highway intersection, no retaining wall is permitted within a distance of 4.5 metres from the corner of the site at the intersection of the streets.
- 5. despite sub-section 7.25.4(a), a retaining wall in a required setback for a front, side or rear parcel line may be 2.0 metres in height where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting parcel or highway.
- 6. despite sub-section 7.25.4(b), a retaining wall is permitted within 4.5 metres of a corner site contiguous to a highway intersection where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting highway, and provided no part of the retaining wall extends above the finished grade of the abutting highway.



Figure 7.25.4: Retaining Wall Illustration



Figure 7.25.5: Retaining Wall in a Setback Illustration

Electoral Area "C"

- 3. The "Regional District Okanagan-Similkameen, Electoral Area "C" Zoning Bylaw No. 2453, 2008" is amended by:
 - i) replacing Section 3.0 (Administration) in its entirety with the following:

3.0 ADMINISTRATION

3.1 Applicability

- .1 This Bylaw applies to that portion of the Regional District contained within Electoral Area "C", as outlined on Schedule '2'.
- .2 Land or the surface of water must not be used, land shall not be subdivided and buildings or structures must not be constructed, altered, located or used except as specifically permitted in this Bylaw.
- .3 All uses permitted by this Bylaw include, except as otherwise specifically stated, all uses reasonably accessory and exclusively devoted to the principal uses.
- .4 Parcels created prior to adoption of this Bylaw that do not meet any minimum parcel area or dimensions may be used for any of the permitted uses listed in each zone, subject to the limitations contained therein.

.5 Parcels shall be consolidated prior to issuance of building permit where the proposed building would otherwise straddle the parcel line.

3.2 Enforcement

.1 The Manager of Development Services, Regional District Building Inspectors, and such other officers, employees or agents designated from time to time by the Regional Board to act in the place of the Manager and Inspectors, subject to applicable enactments, are authorized at all reasonable times to enter on any property that is subject to regulation under this Bylaw, to ascertain whether the regulations, prohibitions or requirements under this Bylaw are being observed.

3.3 **Prohibitions and Penalties**

- .1 A person shall not prevent or obstruct, or attempt to prevent or obstruct, a person, an officer or an employee authorised under Section 3.2 from entering property to ascertain whether regulations, prohibitions or requirements of this Bylaw are being met or observed.
- .2 Each person who violates any of the provisions of this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$10,000.00 and the costs of prosecution.
- .3 Each day's continuance of an offence under this Bylaw constitutes a new and distinct offence.

3.4 Severability

- .1 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.
- ii) adding a definition of "crawl space" under Section 4.0 (Definitions) to read as follows:

"crawl space" means the space between the underside of the joists of the floor next above and the ground floor slab or ground surface where no slab exists, having a vertical clear height less than 1.5 metres;

iii) replacing the definition of "development" under Section 4.0 (Definitions) with the following:

"development" means any activity carried out in the process of clearing or preparing a site or constructing or erecting structures;

iv) replacing the definition of "height" under Section 4.0 (Definitions) with the following:

"height" means, when used in reference to a building or structure except for a retaining wall, the vertical distance from the finished grade to the highest point of the roof or structure;

v) adding a definition of "panhandle" under Section 4.0 (Definitions) to read as follows:

"panhandle" means any parcel with any of the building envelope situated directly behind another parcel so that its frontage is a relatively narrow strip of land which is an integral part of the parcel;

vi) replacing the definition of "parcel" under Section 4.0 (Definitions) with the following:

"parcel" means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the Bare Land Strata Regulations under the *Strata Property Act* or a legally recorded lease of license of occupation issued by the Province of British Columbia;

vii) adding a definition of "parcel area, useable" under Section 4.0 (Definitions) to read as follows:

"parcel area, useable" means all the area of a parcel except areas that are:

- a) part of a panhandle;
- b) required as building setbacks from property lines;
- c) required as building setbacks from watercourses, environmental values or geotechnical hazards as identified through a report prepared by a qualified individual; and
- d) subject to a restrictive covenant that prohibits all use of the area subject to the covenant.
- viii) replacing the definition of "parcel coverage" under Section 4.0 (Definitions) with the following and renumbering all subsequent references to Figure numbers:

"parcel coverage" means the total horizontal area of structures measured to the outside of the exterior walls of the buildings and structures on a lot including the horizontal areas of attached decks and porches, expressed as a percentage of the lot area, and for a structure with no defined exterior wall, measured to the drip line of the roof or, in the case of decks and porches, includes the horizontal flooring area;



Figure 4.1: Parcel Coverage Illustration

ix) adding a definition of "retaining wall" under Section 4.0 (Definitions) to read as follows:

"retaining wall" means a structure or series of interdependent structures greater than 1.2 metres in height constructed to hold back, stabilize or support an earthen bank;

x) replacing the definition of "structure" under Section 4.0 (Definitions) with the following:

"structure" means any construction fixed to, supported by or sunk into land or water, and includes swimming pools, retaining walls and manufactured home spaces, but specifically excludes fences under 2.0 metres in height, landscaping, paving and signs unless otherwise noted in this bylaw;

xi) replacing Section 5.0 (Basic Provisions) in its entirety with the following:

5.0 CREATION OF ZONES

5.1 Zoning Districts

For the purposes of this Bylaw, the area of the Regional District subject to this Bylaw is hereby divided into zoning districts with the following zone designations and their abbreviations. The headings below create categories of zones and represent all the zones under that heading.

ZONING TITLE	ABBREVIATION
Rural Zones	
Resource Area Zone	RA
Agriculture One Zone	AG1
Agriculture Two Zone	AG2
Large Holdings One Zone	LH1
Small Holdings Two Zone	SH2
Small Holdings Three Zone	SH3
Small Holdings Four Zone	SH4
Small Holdings Five Zone	SH5
Low Density Residential Zones	
Residential Single Family One Zone	RS1
Residential Single Family Two Zone	RS2
Residential Two Family (Duplex) Zone	RS3
Residential Manufactured Home Park Zone	RSM1
Residential Manufactured Home Subdivision Zone	RSM2
Medium Density Residential Zones	
Residential Multiple Family Zone	RM1
Integrated Housing Zone	RM2
Commercial Zones	
General Commercial Zone	C1
General Commercial (Limited) Zone	C2
Neighbourhood Commercial Zone	C3
Tourist Commercial One Zone	CT1
Tourist Commercial Four (Campground) Zone	CT4
Industrial Zones	
Industrial (Light) One Zone	l1

Industrial (Heavy) Two Zone	12
Industrial (Specialised) Three Zone	13
Administrative And Open Space Zones	
Administrative and Institutional Zone	AI
Parks and Recreation Zone	PR
Conservation Area Zone	CA

5.2 Definition of Zones:

- .3 The area of each zone is defined by Schedule '2'.
- .4 Where a zone boundary is shown on Schedule '2' as following a road allowance or a watercourse, the centre line of the road allowance or watercourse shall be the zone boundary.

5.3 Interpretation:

Except as expressly provided in this Bylaw, all headings, italicized clauses and other references forming part of this Bylaw must be construed as being inserted for convenience and reference only.

5.4 Permitted Uses:

In respect of each zone created under Section 5.1 of this Bylaw:

- .1 the only uses permitted are those listed in respect of each zone under the heading "Permitted Uses" in Section 10.0 to 16.0 of this Bylaw;
- .2 uses not listed in respect of a particular zone are prohibited;
- .3 the headings in respect of each zone are part of this Bylaw.

5.5 Conditions of Use:

On a particular parcel in a specified zone created under this Bylaw, the maximum permitted parcel coverage, height and density and the minimum required setbacks are set out in respect of each specified zone in the provisions found in Sections 10.0 to 16.0 of this Bylaw.

5.6 Comprehensive Development Zones:

A Comprehensive Development (CD) Zone shall only be created where a proposed development is of a scale, character, or complexity requiring comprehensive planning and implementation that, in the opinion of the Regional District Board, is of a unique form or nature not contemplated or reasonably regulated by another zone.

xii) replacing Section 6.0 (Creation of Zones) in its entirety with the following:

6.0 SUBDIVISION REGULATIONS

6.1 Minimum Parcel Size Exceptions for Subdivision:

Minimum parcel size for subdivision requirements of this Bylaw do not apply to:

- 1. the consolidation of existing parcels or the addition of closed streets to an existing parcel;
- 2. the alteration of lot lines between two or more parcels where:
 - a) no additional parcels are created upon completion of the alteration;
 - b) the altered lot line does not infringe on the required setbacks for an existing building or structure located on a parcel;
 - c) the alteration does not reduce the area of the parcels involved to a size less than that of the smallest parcel that existed prior to the alteration.
- 3. No existing parcel that meets the present minimum parcel size requirements of this Bylaw must, upon completion of a parcel line alteration, have a parcel size less than that required within the respective zone.

6.2 Minimum Parcel Width for Subdivision Exceptions:

- .1 Despite the minimum parcel width for subdivision provisions of this Bylaw, a panhandle lot may be permitted provided that:
 - a) the minimum parcel width of the panhandle is 6.0 metres and the maximum width shall not exceed 20.0 metres;
 - b) the panhandle must not be calculated as part of the parcel area for the purpose of subdivision; and
 - c) no more than two (2) panhandles abut each other.

6.3 Minimum Parcel Size Requirements for Bare Land Strata Subdivisions:

.1 The minimum average parcel size is equal to the minimum parcel size for the designated zoning.

6.4 Minimum Useable Parcel Area

.1 The minimum useable parcel area of each parcel shall be 200 m².

6.5 Hooked Parcels:

- .1 A hooked parcel may be created where each portion satisfies the minimum parcel area requirements of the applicable zone.
- xiii) replacing Section 7.7 (Projections) under Section 7.0 (General Regulations) with the following:

7.7 Projections

- .1 No features shall project into a setback required by this Bylaw except the following minor projections on buildings:
 - a) Gutters, eaves, sunshades, cornices, belt courses and sills may project into required setbacks to a maximum of 0.6 metres measured horizontally;
 - b) Unenclosed access ramps for physically disabled persons may project fully into required setbacks;
 - c) In Residential zones the following features may project into the required setbacks:
 - chimneys, bay windows or other architectural projections which do not comprise more than 25% of the total length of a wall and do not project more than 0.6 metres measured horizontally; and
 - ii) unenclosed stairwells, balconies, porches, uncovered decks or canopies, may project no more than:
 - .1 1.5 metres, measured horizontally, into the front setback; or
 - .2 2.0 metres, measured horizontally, into the rear setback.
 - d) In no case shall a projection cross a parcel line.
- .2 No features shall extend beyond a height limit required by this Bylaw except the following minor projections on buildings:
 - a) antennas, belfries, chimney stacks, church spires, clearance markers, elevator shafts, flagpoles, monuments, rooftop mechanical equipment, ventilation machinery and water tanks.
- xiv) replacing Section 7.8 (Fence Height) under Section 7.0 (General Regulations) with the following:

7.8 Fence Heights

The height of a fence shall be determined by measurement from the ground level, at the place on which the fence is to be located, to the top of the fence.

- .1 No fence shall exceed 1.8 metres in height to the rear of a front setback and 1.2 metres in height in the front setback except:
 - a) in the Rural zones all fences may be up to 1.8 metres in height, and in the Industrial zones all fences may be up to 2.4 metres in height;
 - b) in Commercial zones abutting or across a highway from the AG1 and AG2 zones all fences may be up to 2.0 metres in height;
 - c) on a corner parcel contiguous to a highway intersection, no fence, hedge or other vegetation is permitted at a greater height than 1.0 metre above the established elevation of the centre point of intersecting highways, at or within a distance of 4.5 metres from the corner of the parcel at the intersection of the highway;



Figure 7.8 – Sight Triangle

- d) in the case of a fence constructed on top of a retaining wall, the combined height of the fence and the retaining wall at the parcel line or within 1.2 metres of the parcel line shall not exceed 1.8 metres in height, as measured from the finished grade of the abutting higher parcel;
- e) deer fences shall not be limited in height, provided such fences are constructed of material that permits visibility, such as wire mesh; and
- f) fences for ball parks and tennis courts shall not be limited in height, provided such fences are constructed of materials that permit visibility, such as wire mesh.
- .2 The use of barbed wire for fencing is prohibited within all Residential and Commercial zones as well as the Al Zone.
- .3 The use of razor wire for fencing is prohibited within all zones.

xv) adding a new sub-section following sub-section 7.25 under Section 7.0 (General Regulations) to read as follows:

7.26 Retaining Walls

- 1. the height of a retaining wall shall be determined by measurement from the lowest finished grade at the base of the retaining wall to the top of any part of the retaining wall.
- 2. the minimum horizontal separation between individual retaining walls on the same parcel, as measured from the outer face of each retaining wall, must not be less than the height of the lowest retaining wall.
- 3. retaining walls constructed closer than the height of the lowest retaining wall will collectively be considered a single retaining wall for the purposes of determining the height of a retaining wall.
- 4. no retaining wall shall exceed 2.0 metres in height except:
 - a) in a required setback for a front, side or rear parcel line no retaining wall shall exceed 1.2 metres in height; and
 - b) on a corner site contiguous to a highway intersection, no retaining wall is permitted within a distance of 4.5 metres from the corner of the site at the intersection of the streets.
- 5. despite sub-section 7.26.4(a), a retaining wall in a required setback for a front, side or rear parcel line may be 2.0 metres in height where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting parcel or highway.
- 6. despite sub-section 7.26.4(b), a retaining wall is permitted within 4.5 metres of a corner site contiguous to a highway intersection where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting highway, and provided no part of the retaining wall extends above the finished grade of the abutting highway.



Figure 7.26.4: Retaining Wall Illustration



Figure 7.26.5: Retaining Wall in a Setback Illustration

Electoral Area "D-1"

- 4. The "Regional District Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2457, 2008" is amended by:
 - i) replacing Section 3.0 (Administration) in its entirety with the following:

3.0 ADMINISTRATION

3.1 Applicability

- .1 This Bylaw applies to that portion of the Regional District contained within Electoral Area "D", as outlined on Schedule '2'.
- .2 Land or the surface of water must not be used, land shall not be subdivided and buildings or structures must not be constructed, altered, located or used except as specifically permitted in this Bylaw.
- .3 All uses permitted by this Bylaw include, except as otherwise specifically stated, all uses reasonably accessory and exclusively devoted to the principal uses.
- .4 Parcels created prior to adoption of this Bylaw that do not meet any minimum parcel area or dimensions may be used for any of the permitted uses listed in each zone, subject to the limitations contained therein.
- .5 Parcels shall be consolidated prior to issuance of building permit where the proposed building would otherwise straddle the parcel line.

3.2 Enforcement

.1 The Manager of Development Services, Regional District Building Inspectors, and such other officers, employees or agents designated from time to time by the Regional Board to act in the place of the Manager and Inspectors, subject to applicable enactments, are authorized at all reasonable times to enter on any property that is subject to regulation under this Bylaw, to ascertain whether the regulations, prohibitions or requirements under this Bylaw are being observed.

3.3 Prohibitions and Penalties

- .1 A person shall not prevent or obstruct, or attempt to prevent or obstruct, a person, an officer or an employee authorised under Section 3.2 from entering property to ascertain whether regulations, prohibitions or requirements of this Bylaw are being met or observed.
- .2 Each person who violates any of the provisions of this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$10,000.00 and the costs of prosecution.
- .3 Each day's continuance of an offence under this Bylaw constitutes a new and distinct offence.

3.4 Severability

.1 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.

ii) adding a definition of "crawl space" under Section 4.0 (Definitions) to read as follows:

"crawl space" means the space between the underside of the joists of the floor next above and the ground floor slab or ground surface where no slab exists, having a vertical clear height less than 1.5 metres;

iii) replacing the definition of "development" under Section 4.0 (Definitions) with the following:

"development" means any activity carried out in the process of clearing or preparing a site or constructing or erecting structures;

- iv) replacing the definition of "grade" under Section 4.0 (Definitions) with the following:
 "grade, finished" means the average finished grade level at the perimeter of a building or structure, excluding any localized mounds or depressions such as those for vehicle or pedestrian entrances;
- v) replacing the definition of "height" under Section 4.0 (Definitions) with the following:

"height" means, when used in reference to a building or structure except for a retaining wall, the vertical distance from the finished grade to the highest point of the roof or structure;

vi) replacing the definition of "panhandle" under Section 4.0 (Definitions) with the following:

"panhandle" means any parcel with any of the building envelope situated directly behind another parcel so that its frontage is a relatively narrow strip of land which is an integral part of the parcel;

vii) replacing the definition of "parcel" under Section 4.0 (Definitions) with the following:

"parcel" means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the Bare Land Strata Regulations under the *Strata Property Act* or a legally recorded lease of license of occupation issued by the Province of British Columbia;

viii) adding a definition of "parcel area, useable" under Section 4.0 (Definitions) to read as follows:

"parcel area, useable" means all the area of a parcel except areas that are:

- a) part of a panhandle;
- b) required as building setbacks from property lines;

- c) required as building setbacks from watercourses, environmental values or geotechnical hazards as identified through a report prepared by a qualified individual; and
- d) subject to a restrictive covenant that prohibits all use of the area subject to the covenant.
- ix) replacing the definition of "parcel coverage" under Section 4.0 (Definitions) with the following:

"parcel coverage" means the total horizontal area of structures measured to the outside of the exterior walls of the buildings and structures on a lot including the horizontal areas of attached decks and porches, expressed as a percentage of the lot area, and for a structure with no defined exterior wall, measured to the drip line of the roof or, in the case of decks and porches, includes the horizontal flooring area;



Figure 4.1: Parcel Coverage Illustration

x) adding a definition of "retaining wall" under Section 4.0 (Definitions) to read as follows:

"retaining wall" means a structure or series of interdependent structures greater than 1.2 metres in height constructed to hold back, stabilize or support an earthen bank;

xi) adding a definition of "structure" under Section 4.0 (Definitions) to read as follow:

"structure" means any construction fixed to, supported by or sunk into land or water, and includes swimming pools, retaining walls and manufactured home spaces, but specifically excludes fences under 2.0 metres in height, landscaping, paving and signs unless otherwise noted in this bylaw;

xii) replacing Section 5.0 (Basic Provisions) in its entirety with the following:

5.0 CREATION OF ZONES

5.1 Zoning Districts

For the purposes of this Bylaw, the area of the Regional District subject to this Bylaw is hereby divided into zoning districts with the following zone designations and their abbreviations.

The headings below create categories of zones and represent all the zones under that heading.

ZONING TITLE	ABBREVIATION
Rural Zones	
Resource Area Zone	RA
Agriculture One Zone	AG1
Agriculture Three Zone	AG3
Large Holdings One Zone	LH1
Large Holdings Two Zone	LH2
Small Holdings Two Zone	SH2
Small Holdings Three Zone	SH3
Low Density Residential Zones	
Residential Single Family One Zone	RS1
Residential Single Family Two Zone	RS2
Residential Apex Alpine Zone	RS4
Residential Manufactured Home Park Zone	RSM1
Medium Density Residential Zones	
Residential Multiple Family Zone	RM1
Residential Multiple Unit Three Zone	RM3

Mixed Use Apex Alpine Zone	RMU
Commercial Zones	
General Commercial Zone	C1
Highway Commercial Zone	C4
Tourist Commercial One Zone	CT1
Tourist Commercial Four (Campground) Zone	CT4
Tourist Commercial Size Zone	CT6
Industrial Zones	
Industrial (Light) One Zone	11
Administrative And Open Space Zones	
Administrative and Institutional Zone	AI
Parks and Recreation Zone	PR
Conservation Area Zone	СА
Crown Research Area Zone	CRA

5.2 Definition of Zones:

- .1 The area of each zone is defined by Schedule '2'.
- .2 Where a zone boundary is shown on Schedule '2' as following a road allowance or a watercourse, the centre line of the road allowance or watercourse shall be the zone boundary.

5.3 Interpretation:

Except as expressly provided in this Bylaw, all headings, italicized clauses and other references forming part of this Bylaw must be construed as being inserted for convenience and reference only.

5.4 Permitted Uses:

In respect of each zone created under Section 5.1 of this Bylaw:

- .1 the only uses permitted are those listed in respect of each zone under the heading "Permitted Uses" in Section 10.0 to 16.0 of this Bylaw;
- .2 uses not listed in respect of a particular zone are prohibited;
- .3 the headings in respect of each zone are part of this Bylaw.

5.5 Conditions of Use:

On a particular parcel in a specified zone created under this Bylaw, the maximum permitted parcel coverage, height and density and the minimum required setbacks are set out in respect of each specified zone in the provisions found in Sections 10.0 to 16.0 of this Bylaw.

5.6 Comprehensive Development Zones:

A Comprehensive Development (CD) Zone shall only be created where a proposed development is of a scale, character, or complexity requiring comprehensive planning and implementation that, in the opinion of the Regional District Board, is of a unique form or nature not contemplated or reasonably regulated by another zone.

xiii) replacing Section 6.0 (Creation of Zones) in its entirety with the following:

6.0 SUBDIVISION REGULATIONS

6.1 Minimum Parcel Size Exceptions for Subdivision:

Minimum parcel size for subdivision requirements of this Bylaw do not apply to:

- .1 the consolidation of existing parcels or the addition of closed streets to an existing parcel;
- .2 the alteration of lot lines between two or more parcels where:
 - a) no additional parcels are created upon completion of the alteration;
 - b) the altered lot line does not infringe on the required setbacks for an existing building or structure located on a parcel;
 - c) the alteration does not reduce the area of the parcels involved to a size less than that of the smallest parcel that existed prior to the alteration.
- .3 No existing parcel that meets the present minimum parcel size requirements of this Bylaw must, upon completion of a parcel line alteration, have a parcel size less than that required within the respective zone.

6.2 Minimum Parcel Width for Subdivision Exceptions:

- .1 Despite the minimum parcel width for subdivision provisions of this Bylaw, a panhandle lot may be permitted provided that:
 - a) the minimum parcel width of the panhandle is 6.0 metres and the maximum width shall not exceed 20.0 metres;

- b) the panhandle must not be calculated as part of the parcel area for the purpose of subdivision; and
- c) no more than two (2) panhandles abut each other.

6.3 Minimum Parcel Size Requirements for Bare Land Strata Subdivisions:

.1 The minimum average parcel size is equal to the minimum parcel size for the designated zoning.

6.4 Minimum Useable Parcel Area

.1 The minimum useable parcel area of each parcel shall be 200 m².

6.5 Hooked Parcels:

- .1 A hooked parcel may be created where each portion satisfies the minimum parcel area requirements of the applicable zone.
- xiv) replacing Section 7.7 (Projections) under Section 7.0 (General Regulations) with the following:

7.7 Projections

- .1 No features shall project into a setback required by this Bylaw except the following minor projections on buildings:
 - a) Gutters, eaves, sunshades, cornices, belt courses and sills may project into required setbacks to a maximum of 0.6 metres measured horizontally;
 - b) Unenclosed access ramps for physically disabled persons may project fully into required setbacks;
 - c) In Residential zones the following features may project into the required setbacks:
 - chimneys, bay windows or other architectural projections which do not comprise more than 25% of the total length of a wall and do not project more than 0.6 metres measured horizontally; and
 - ii) unenclosed stairwells, balconies, porches, uncovered decks or canopies, may project no more than:
 - .1 1.5 metres, measured horizontally, into the front setback; or
 - .2 2.0 metres, measured horizontally, into the rear setback.
 - d) In no case shall a projection cross a parcel line.
- .2 No features shall extend beyond a height limit required by this Bylaw except the following minor projections on buildings:
 - a) antennas, belfries, chimney stacks, church spires, clearance markers, elevator shafts, flagpoles, monuments, rooftop mechanical equipment, ventilation machinery and water tanks.
- xv) replacing Section 7.8 (Fence Height) under Section 7.0 (General Regulations) with the following:

7.8 Fence Heights

The height of a fence shall be determined by measurement from the ground level, at the place on which the fence is to be located, to the top of the fence.

- .1 No fence shall exceed 1.8 metres in height to the rear of a front setback and 1.2 metres in height in the front setback except:
 - a) in the Rural zones all fences may be up to 1.8 metres in height, and in the Industrial zones all fences may be up to 2.4 metres in height;
 - b) in Commercial zones abutting or across a highway from the AG1, AG2 and AG3 zones all fences may be up to 2.0 metres in height;
 - c) on a corner parcel contiguous to a highway intersection, no fence, hedge or other vegetation is permitted at a greater height than 1.0 metre above the established elevation of the centre point of intersecting highways, at or within a distance of 4.5 metres from the corner of the parcel at the intersection of the highway;



Figure 7.8 – Sight Triangle

d) in the case of a fence constructed on top of a retaining wall, the combined height of the fence and the retaining wall at the parcel line or within 1.2 metres of the parcel line shall not exceed 1.8

metres in height, as measured from the finished grade of the abutting higher parcel;

- e) deer fences shall not be limited in height, provided such fences are constructed of material that permits visibility, such as wire mesh; and
- f) fences for ball parks and tennis courts shall not be limited in height, provided such fences are constructed of materials that permit visibility, such as wire mesh.
- .2 The use of barbed wire for fencing is prohibited within all Residential and Commercial zones as well as the Al Zone.
- .3 The use of razor wire for fencing is prohibited within all zones.
- xvi) adding a new sub-section following sub-section 7.28 under Section 7.0 (General Regulations) to read as follows:

7.29 Retaining Walls

- 1. the height of a retaining wall shall be determined by measurement from the lowest finished grade at the base of the retaining wall to the top of any part of the retaining wall.
- 2. the minimum horizontal separation between individual retaining walls on the same parcel, as measured from the outer face of each retaining wall, must not be less than the height of the lowest retaining wall.
- 3. retaining walls constructed closer than the height of the lowest retaining wall will collectively be considered a single retaining wall for the purposes of determining the height of a retaining wall.
- 4. no retaining wall shall exceed 2.0 metres in height except:
 - a) in a required setback for a front, side or rear parcel line no retaining wall shall exceed 1.2 metres in height; and
 - b) on a corner site contiguous to a highway intersection, no retaining wall is permitted within a distance of 4.5 metres from the corner of the site at the intersection of the streets.
- 5. despite sub-section 7.29.4(a), a retaining wall in a required setback for a front, side or rear parcel line may be 2.0 metres in height where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting parcel or highway.
- 6. despite sub-section 7.29.4(b), a retaining wall is permitted within 4.5 metres of a corner site contiguous to a highway intersection where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting highway, and provided no



Figure 7.29.5: Retaining Wall in a Setback Illustration

Electoral Area "D-2"

- 5. The "Regional District Okanagan-Similkameen, Electoral Area "D" Zoning Bylaw No. 2455, 2008" is amended by:
 - i) replacing Section 3.0 (Administration) in its entirety with the following:

3.1 Applicability

- .1 This Bylaw applies to that portion of the Regional District contained within Electoral Area "D", as outlined on Schedule '2'.
- .2 Land or the surface of water must not be used, land shall not be subdivided and buildings or structures must not be constructed, altered, located or used except as specifically permitted in this Bylaw.
- .3 All uses permitted by this Bylaw include, except as otherwise specifically stated, all uses reasonably accessory and exclusively devoted to the principal uses.
- .4 Parcels created prior to adoption of this Bylaw that do not meet any minimum parcel area or dimensions may be used for any of the permitted uses listed in each zone, subject to the limitations contained therein.
- .5 Parcels shall be consolidated prior to issuance of building permit where the proposed building would otherwise straddle the parcel line.

3.2 Enforcement

.1 The Manager of Development Services, Regional District Building Inspectors, and such other officers, employees or agents designated from time to time by the Regional Board to act in the place of the Manager and Inspectors, subject to applicable enactments, are authorized at all reasonable times to enter on any property that is subject to regulation under this Bylaw, to ascertain whether the regulations, prohibitions or requirements under this Bylaw are being observed.

3.3 **Prohibitions and Penalties**

- .1 A person shall not prevent or obstruct, or attempt to prevent or obstruct, a person, an officer or an employee authorised under Section 3.2 from entering property to ascertain whether regulations, prohibitions or requirements of this Bylaw are being met or observed.
- .2 Each person who violates any of the provisions of this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$10,000.00 and the costs of prosecution.
- .3 Each day's continuance of an offence under this Bylaw constitutes a new and distinct offence.
- 3.4 Severability

- .1 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.
- adding a definition of "crawl space" under Section 4.0 (Definitions) to read as follows:
 "crawl space" means the space between the underside of the joists of the floor next above and the ground floor slab or ground surface where no slab exists, having a vertical clear height less than 1.5 metres;
- iii) replacing the definition of "development" under Section 4.0 (Definitions) with the following:

"development" means any activity carried out in the process of clearing or preparing a site or constructing or erecting structures;

iv) replacing the definition of "grade" under Section 4.0 (Definitions) with the following:

"grade, finished" means the average finished grade level at the perimeter of a building or structure, excluding any localized mounds or depressions such as those for vehicle or pedestrian entrances;

v) replacing the definition of "height" under Section 4.0 (Definitions) with the following:

"height" means, when used in reference to a building or structure except for a retaining wall, the vertical distance from the finished grade to the highest point of the roof or structure;

vi) replacing the definition of "panhandle lot" under Section 4.0 (Definitions) with the following:

"panhandle" means any parcel with any of the building envelope situated directly behind another parcel so that its frontage is a relatively narrow strip of land which is an integral part of the parcel;

vii) replacing the definition of "parcel" under Section 4.0 (Definitions) with the following:

"parcel" means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the Bare Land Strata Regulations under the *Strata Property Act* or a legally recorded lease of license of occupation issued by the Province of British Columbia;

viii) adding a definition of "parcel area, useable" under Section 4.0 (Definitions) to read as follows:

"parcel area, useable" means all the area of a parcel except areas that are:

- a) part of a panhandle;
- b) required as building setbacks from property lines;
- c) required as building setbacks from watercourses, environmental values or geotechnical hazards as identified through a report prepared by a qualified individual; and
- d) subject to a restrictive covenant that prohibits all use of the area subject to the covenant.
- ix) replacing the definition of "parcel coverage" under Section 4.0 (Definitions) with the following:

"parcel coverage" means the total horizontal area of structures measured to the outside of the exterior walls of the buildings and structures on a lot including the horizontal areas of attached decks and porches, expressed as a percentage of the lot area, and for a structure with no defined exterior wall, measured to the drip line of the roof or, in the case of decks and porches, includes the horizontal flooring area;



Figure 4.1: Parcel Coverage Illustration

x) adding a definition of "retaining wall" under Section 4.0 (Definitions) to read as follows:

"retaining wall" means a structure or series of interdependent structures greater than 1.2 metres in height constructed to hold back, stabilize or support an earthen bank;

xi) replacing the definition of "structure" under Section 4.0 (Definitions) with the following:

"structure" means any construction fixed to, supported by or sunk into land or water, and includes swimming pools, retaining walls and manufactured home spaces, but specifically excludes fences under 2.0 metres in height, landscaping, paving and signs unless otherwise noted in this bylaw;

xii) replacing Section 5.0 (Basic Provisions) in its entirety with the following:

5.0 CREATION OF ZONES

5.1 Zoning Districts

For the purposes of this Bylaw, the area of the Regional District subject to this Bylaw is hereby divided into zoning districts with the following zone designations and their abbreviations.

The headings below create categories of zones and represent all the zones under that heading.

ZONING TITLE	ABBREVIATION
Rural Zones	
Resource Area Zone	RA
Agriculture One Zone	AG1
Agriculture Three Zone	AG3
Large Holdings Three Zone	LH3
Small Holdings One Zone	SH1
Small Holdings Three Zone	SH3
Small Holdings Five Zone	SH5
Low Density Residential Zones	
Residential Single Family One Zone	RS1
Residential Single Family Two Zone	RS2
Residential Two Family (Duplex) Zone	RS3
Residential Manufactured Home Park Zone	RSM1

Medium Density Residential Zones	
Residential Multiple Family Zone	RM1
Commercial Zones	
Neighbourhood Commercial Zone	C1
Okanagan Falls Town Centre Zone	C4
Commercial Amusement Zone	C6
Recreational Vehicle Park Zone	C7
Tourist Commercial One Zone	CT1
Tourist Commercial Four (Campground) Zone	CT4
Service Commercial One Zone	CS1
Industrial Zones	
Industrial (Light) One Zone	11
Industrial (Heavy) Two Zone	12
Industrial (Specialised) Three Zone	13
Industrial (Mixed) Four Zone	14
Community Waste Management Zone	15
Administrative and Open Space Zones	
Administrative and Institutional Zone	AI
Parks and Recreation Zone	PR
Conservation Area Zone	CA
Comprehensive Development Zones	
Comprehensive Development Zone	CD

5.2 Definition of Zones:

- .1 The area of each zone is defined by Schedule '2'.
- .2 Where a zone boundary is shown on Schedule '2' as following a road allowance or a watercourse, the centre line of the road allowance or watercourse shall be the zone boundary.

5.3 Interpretation:

Except as expressly provided in this Bylaw, all headings, italicized clauses and other references forming part of this Bylaw must be construed as being inserted for convenience and reference only.

5.4 Permitted Uses:

In respect of each zone created under Section 5.1 of this Bylaw:

- .1 the only uses permitted are those listed in respect of each zone under the heading "Permitted Uses" in Section 10.0 to 17.0 of this Bylaw;
- .2 uses not listed in respect of a particular zone are prohibited;
- .3 the headings in respect of each zone are part of this Bylaw.

5.5 Conditions of Use:

On a particular parcel in a specified zone created under this Bylaw, the maximum permitted parcel coverage, height and density and the minimum required setbacks are set out in respect of each specified zone in the provisions found in Sections 10.0 to 17.0 of this Bylaw.

5.6 Comprehensive Development Zones:

A Comprehensive Development (CD) Zone shall only be created where a proposed development is of a scale, character, or complexity requiring comprehensive planning and implementation that, in the opinion of the Regional District Board, is of a unique form or nature not contemplated or reasonably regulated by another zone.

xiii) replacing Section 6.0 (Creation of Zones) in its entirety with the following:

6.0 SUBDIVISION REGULATIONS

6.1 Minimum Parcel Size Exceptions for Subdivision:

Minimum parcel size for subdivision requirements of this Bylaw do not apply to:

- .1 the consolidation of existing parcels or the addition of closed streets to an existing parcel;
 - a) no additional parcels are created upon completion of the alteration;
 - b) the altered lot line does not infringe on the required setbacks for an existing building or structure located on a parcel;

- c) the alteration does not reduce the area of the parcels involved to a size less than that of the smallest parcel that existed prior to the alteration.
- .2 the alteration of lot lines between two or more parcels where:
- .3 No existing parcel that meets the present minimum parcel size requirements of this Bylaw must, upon completion of a parcel line alteration, have a parcel size less than that required within the respective zone.

6.2 Minimum Parcel Width for Subdivision Exceptions:

- .1 Despite the minimum parcel width for subdivision provisions of this Bylaw, a panhandle lot may be permitted provided that:
 - a) the minimum parcel width of the panhandle is 6.0 metres and the maximum width shall not exceed 20.0 metres;
 - b) the panhandle must not be calculated as part of the parcel area for the purpose of subdivision; and
 - c) no more than two (2) panhandles abut each other.

6.3 Minimum Parcel Size Requirements for Bare Land Strata Subdivisions:

.1 The minimum average parcel size is equal to the minimum parcel size for the designated zoning.

6.4 Minimum Useable Parcel Area

.1 The minimum useable parcel area of each parcel shall be 200 m^2 .

6.5 Hooked Parcels:

- .1 A hooked parcel may be created where each portion satisfies the minimum parcel area requirements of the applicable zone.
- xiv) replacing Section 7.7 (Projections) under Section 7.0 (General Regulations) with the following:

7.7 Projections

- .1 No features shall project into a setback required by this Bylaw except the following minor projections on buildings:
 - a) Gutters, eaves, sunshades, cornices, belt courses and sills may project into required setbacks to a maximum of 0.6 metres measured horizontally;
 - b) Unenclosed access ramps for physically disabled persons may project fully into required setbacks;

- c) In Residential zones the following features may project into the required setbacks:
 - chimneys, bay windows or other architectural projections which do not comprise more than 25% of the total length of a wall and do not project more than 0.6 metres measured horizontally; and
 - ii) unenclosed stairwells, balconies, porches, uncovered decks or canopies, may project no more than:
 - .1 1.5 metres, measured horizontally, into the front setback; or
 - .2 2.0 metres, measured horizontally, into the rear setback.
- d) In no case shall a projection cross a parcel line.
- .2 No features shall extend beyond a height limit required by this Bylaw except the following minor projections on buildings:
 - a) antennas, belfries, chimney stacks, church spires, clearance markers, elevator shafts, flagpoles, monuments, rooftop mechanical equipment, ventilation machinery and water tanks.
- xv) replacing Section 7.8 (Fence Height) under Section 7.0 (General Regulations) with the following:

7.8 Fence Heights

The height of a fence shall be determined by measurement from the ground level, at the place on which the fence is to be located, to the top of the fence.

- .1 No fence shall exceed 1.8 metres in height to the rear of a front setback and 1.2 metres in height in the front setback except:
 - a) in the Rural zones all fences may be up to 1.8 metres in height, and in the Industrial zones all fences may be up to 2.4 metres in height;
 - b) in Commercial zones abutting or across a highway from the AG1, AG2 and AG3 zones all fences may be up to 2.0 metres in height;
 - c) on a corner parcel contiguous to a highway intersection, no fence, hedge or other vegetation is permitted at a greater height than 1.0 metre above the established elevation of the centre point of intersecting highways, at or within a distance of 4.5 metres from the corner of the parcel at the intersection of the highway;

Figure 7.8 – Sight Triangle



- d) in the case of a fence constructed on top of a retaining wall, the combined height of the fence and the retaining wall at the parcel line or within 1.2 metres of the parcel line shall not exceed 1.8 metres in height, as measured from the finished grade of the abutting higher parcel;
- e) deer fences shall not be limited in height, provided such fences are constructed of material that permits visibility, such as wire mesh; and
- f) fences for ball parks and tennis courts shall not be limited in height, provided such fences are constructed of materials that permit visibility, such as wire mesh.
- .2 The use of barbed wire for fencing is prohibited within all Residential and Commercial zones as well as the Al Zone.
- .3 The use of razor wire for fencing is prohibited within all zones.
- xvi) adding a new sub-section following sub-section 7.24 under Section 7.0 (General Regulations) to read as follows:

7.25 Retaining Walls

- 1. the height of a retaining wall shall be determined by measurement from the lowest finished grade at the base of the retaining wall to the top of any part of the retaining wall.
- 2. the minimum horizontal separation between individual retaining walls on the same parcel, as measured from the outer face of each retaining wall, must not be less than the height of the lowest retaining wall.
- 3. retaining walls constructed closer than the height of the lowest retaining wall will collectively be considered a single retaining wall for the purposes of determining the height of a retaining wall.

- 4. no retaining wall shall exceed 2.0 metres in height except:
 - a) in a required setback for a front, side or rear parcel line no retaining wall shall exceed 1.2 metres in height; and
 - b) on a corner site contiguous to a highway intersection, no retaining wall is permitted within a distance of 4.5 metres from the corner of the site at the intersection of the streets.
- 5. despite sub-section 7.25.4(a), a retaining wall in a required setback for a front, side or rear parcel line may be 2.0 metres in height where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting parcel or highway.
- 6. despite sub-section 7.25.4(b), a retaining wall is permitted within 4.5 metres of a corner site contiguous to a highway intersection where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting highway, and provided no part of the retaining wall extends above the finished grade of the abutting highway.



Figure 7.25.4: Retaining Wall Illustration



Figure 7.25.5: Retaining Wall in a Setback Illustration

Electoral Area "E"

- 6. The "Regional District Okanagan-Similkameen, Electoral Area "E" Zoning Bylaw No. 2459, 2008" is amended by:
 - i) replacing Section 3.0 (Administration) in its entirety with the following:

3.0 ADMINISTRATION

3.1 Applicability

- .1 This Bylaw applies to that portion of the Regional District contained within Electoral Area "E", as outlined on Schedule '2'.
- .2 Land or the surface of water must not be used, land shall not be subdivided and buildings or structures must not be constructed, altered, located or used except as specifically permitted in this Bylaw.
- .3 All uses permitted by this Bylaw include, except as otherwise specifically stated, all uses reasonably accessory and exclusively devoted to the principal uses.
- .4 Parcels created prior to adoption of this Bylaw that do not meet any minimum parcel area or dimensions may be used for any of the permitted uses listed in each zone, subject to the limitations contained therein.

.5 Parcels shall be consolidated prior to issuance of building permit where the proposed building would otherwise straddle the parcel line.

3.2 Enforcement

.1 The Manager of Development Services, Regional District Building Inspectors, and such other officers, employees or agents designated from time to time by the Regional Board to act in the place of the Manager and Inspectors, subject to applicable enactments, are authorized at all reasonable times to enter on any property that is subject to regulation under this Bylaw, to ascertain whether the regulations, prohibitions or requirements under this Bylaw are being observed.

3.3 **Prohibitions and Penalties**

- .1 A person shall not prevent or obstruct, or attempt to prevent or obstruct, a person, an officer or an employee authorised under Section 3.2 from entering property to ascertain whether regulations, prohibitions or requirements of this Bylaw are being met or observed.
- .2 Each person who violates any of the provisions of this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$10,000.00 and the costs of prosecution.
- .3 Each day's continuance of an offence under this Bylaw constitutes a new and distinct offence.

3.4 Severability

- .1 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.
- ii) adding a definition of "crawl space" under Section 4.0 (Definitions) to read as follows:

"crawl space" means the space between the underside of the joists of the floor next above and the ground floor slab or ground surface where no slab exists, having a vertical clear height less than 1.5 metres;

iii) replacing the definition of "development" under Section 4.0 (Definitions) with the following:

"development" means any activity carried out in the process of clearing or preparing a site or constructing or erecting structures;

iv) replacing the definition of "height" under Section 4.0 (Definitions) with the following:

"height" means, when used in reference to a building or structure except for a retaining wall, the vertical distance from the finished grade to the highest point of the roof or structure;

- v) deleting Figure 4.1 (Building Elevations).
- vi) adding a definition of "panhandle lot" under Section 4.0 (Definitions) to read as follows:

"panhandle" means any parcel with any of the building envelope situated directly behind another parcel so that its frontage is a relatively narrow strip of land which is an integral part of the parcel;

vii) replacing the definition of "parcel" under Section 4.0 (Definitions) with the following:

"parcel" means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the Bare Land Strata Regulations under the *Strata Property Act* or a legally recorded lease of license of occupation issued by the Province of British Columbia;

viii) adding a definition of "parcel area, useable" under Section 4.0 (Definitions) to read as follows:

"parcel area, useable" means all the area of a parcel except areas that are:

- a) part of a panhandle;
- b) required as building setbacks from property lines;
- c) required as building setbacks from watercourses, environmental values or geotechnical hazards as identified through a report prepared by a qualified individual; and
- d) subject to a restrictive covenant that prohibits all use of the area subject to the covenant.
- ix) replacing the definition of "parcel coverage" under Section 4.0 (Definitions) with the following:

"parcel coverage" means the total horizontal area of structures measured to the outside of the exterior walls of the buildings and structures on a lot including the horizontal areas of attached decks and porches, expressed as a percentage of the lot area, and for a structure with no defined exterior wall, measured to the drip line of the roof or, in the case of decks and porches, includes the horizontal flooring area;



Figure 4.1: Parcel Coverage Illustration

x) adding a definition of "retaining wall" under Section 4.0 (Definitions) to read as follows:

"retaining wall" means a structure or series of interdependent structures greater than 1.2 metres in height constructed to hold back, stabilize or support an earthen bank;

xi) replacing the definition of "structure" under Section 4.0 (Definitions) with the following:

"structure" means any construction fixed to, supported by or sunk into land or water, and includes swimming pools, retaining walls and manufactured home spaces, but specifically excludes fences under 2.0 metres in height, landscaping, paving and signs unless otherwise noted in this bylaw;

xii) replacing Section 5.0 (Basic Provisions) in its entirety with the following:

5.0 CREATION OF ZONES

5.1 Zoning Districts

For the purposes of this Bylaw, the area of the Regional District subject to this Bylaw is hereby divided into zoning districts with the following zone designations and their abbreviations.

The headings below create categories of zones and represent all the zones under that heading.

ZONING TITLE	ABBREVIATION
Rural Zones	
Resource Area Zone	RA
Agriculture One Zone	AG1
Large Holdings One Zone	LH1
Small Holdings One Zone	SH1
Small Holdings Two Zone	SH2
Small Holdings Three Zone	SH3
Small Holdings Four Zone	SH4
Small Holdings Five Zone	SH5
Low Density Residential Zones	
Residential Single Family One Zone	RS1
Residential Two Family (Duplex) Zone	RS3
Medium Density Residential Zones	
Residential Multiple Family Zone	RM1
Commercial Zones	
General Commercial Zone	C1
Tourist Commercial One Zone	CT1
Administrative and Open Space Zones	
Administrative and Institutional Zone	AI
Naramata Centre Zone	NC
Parks and Recreation Zone	PR
Conservation Area Zone	CA

5.2 Definition of Zones:

- .1 The area of each zone is defined by Schedule '2'.
- .2 Where a zone boundary is shown on Schedule '2' as following a road allowance or a watercourse, the centre line of the road allowance or watercourse shall be the zone boundary.

5.3 Interpretation:

Except as expressly provided in this Bylaw, all headings, italicized clauses and other references forming part of this Bylaw must be construed as being inserted for convenience and reference only.

5.4 Permitted Uses:

In respect of each zone created under Section 5.1 of this Bylaw:

- .1 the only uses permitted are those listed in respect of each zone under the heading "Permitted Uses" in Section 10.0 to 15.0 of this Bylaw;
- .2 uses not listed in respect of a particular zone are prohibited;
- .3 the headings in respect of each zone are part of this Bylaw.

5.5 Conditions of Use:

On a particular parcel in a specified zone created under this Bylaw, the maximum permitted parcel coverage, height and density and the minimum required setbacks are set out in respect of each specified zone in the provisions found in Sections 10.0 to 15.0 of this Bylaw.

5.6 Comprehensive Development Zones:

A Comprehensive Development (CD) Zone shall only be created where a proposed development is of a scale, character, or complexity requiring comprehensive planning and implementation that, in the opinion of the Regional District Board, is of a unique form or nature not contemplated or reasonably regulated by another zone.

xiii) replacing Section 6.0 (Creation of Zones) in its entirety with the following:

6.0 SUBDIVISION REGULATIONS

6.1 Minimum Parcel Size Exceptions for Subdivision:

Minimum parcel size for subdivision requirements of this Bylaw do not apply to:

- .1 the consolidation of existing parcels or the addition of closed streets to an existing parcel;
 - a) no additional parcels are created upon completion of the alteration;
 - b) the altered lot line does not infringe on the required setbacks for an existing building or structure located on a parcel;
 - c) the alteration does not reduce the area of the parcels involved to a size less than that of the smallest parcel that existed prior to the alteration.
- .2 the alteration of lot lines between two or more parcels where:
- .3 No existing parcel that meets the present minimum parcel size requirements of this Bylaw must, upon completion of a parcel line alteration, have a parcel size less than that required within the respective zone.

6.2 Minimum Parcel Width for Subdivision Exceptions:

- .1 Despite the minimum parcel width for subdivision provisions of this Bylaw, a panhandle lot may be permitted provided that:
 - a) the minimum parcel width of the panhandle is 6.0 metres and the maximum width shall not exceed 20.0 metres;
 - b) the panhandle must not be calculated as part of the parcel area for the purpose of subdivision; and
 - c) no more than two (2) panhandles abut each other.

6.3 Minimum Parcel Size Requirements for Bare Land Strata Subdivisions:

.1 The minimum average parcel size is equal to the minimum parcel size for the designated zoning.

6.4 Minimum Useable Parcel Area

.1 The minimum useable parcel area of each parcel shall be 200 m².

6.5 Hooked Parcels:

- .1 A hooked parcel may be created where each portion satisfies the minimum parcel area requirements of the applicable zone.
- xiv) replacing Section 7.7 (Projections) under Section 7.0 (General Regulations) with the following:

7.7 Projections

.1 No features shall project into a setback required by this Bylaw except the following minor projections on buildings:

- a) Gutters, eaves, sunshades, cornices, belt courses and sills may project into required setbacks to a maximum of 0.6 metres measured horizontally;
- b) Unenclosed access ramps for physically disabled persons may project fully into required setbacks;
- c) In Residential zones the following features may project into the required setbacks:
 - chimneys, bay windows or other architectural projections which do not comprise more than 25% of the total length of a wall and do not project more than 0.6 metres measured horizontally; and
 - ii) unenclosed stairwells, balconies, porches, uncovered decks or canopies, may project no more than:
 - .1 1.5 metres, measured horizontally, into the front setback; or
 - .2 2.0 metres, measured horizontally, into the rear setback.
- d) In no case shall a projection cross a parcel line.
- .2 No features shall extend beyond a height limit required by this Bylaw except the following minor projections on buildings:
 - a) antennas, belfries, chimney stacks, church spires, clearance markers, elevator shafts, flagpoles, monuments, rooftop mechanical equipment, ventilation machinery and water tanks.
- xv) replacing Section 7.8 (Fence Height) under Section 7.0 (General Regulations) with the following:

7.8 Fence Heights

The height of a fence shall be determined by measurement from the ground level, at the place on which the fence is to be located, to the top of the fence.

- .1 No fence shall exceed 1.8 metres in height to the rear of a front setback and 1.2 metres in height in the front setback except:
 - a) in the Rural zones all fences may be up to 1.8 metres in height, and in the Industrial zones all fences may be up to 2.4 metres in height;
 - b) in Commercial zones abutting or across a highway from the AG1 Zone all fences may be up to 2.0 metres in height;
 - c) on a corner parcel contiguous to a highway intersection, no fence, hedge or other vegetation is permitted at a greater height than 1.0 metre above the established elevation of the centre point of

intersecting highways, at or within a distance of 4.5 metres from the corner of the parcel at the intersection of the highway;



Figure 7.8 – Sight Triangle

- d) in the case of a fence constructed on top of a retaining wall, the combined height of the fence and the retaining wall at the parcel line or within 1.2 metres of the parcel line shall not exceed 1.8 metres in height, as measured from the finished grade of the abutting higher parcel;
- e) deer fences shall not be limited in height, provided such fences are constructed of material that permits visibility, such as wire mesh; and
- f) fences for ball parks and tennis courts shall not be limited in height, provided such fences are constructed of materials that permit visibility, such as wire mesh.
- .2 The use of barbed wire for fencing is prohibited within all Residential and Commercial zones as well as the Al Zone.
- .3 The use of razor wire for fencing is prohibited within all zones.
- xvii) adding a new sub-section following sub-section 7.24 under Section 7.0 (General Regulations) to read as follows:

7.25 Retaining Walls

- 1. the height of a retaining wall shall be determined by measurement from the lowest finished grade at the base of the retaining wall to the top of any part of the retaining wall.
- 2. the minimum horizontal separation between individual retaining walls on the same parcel, as measured from the outer face of each retaining wall, must not be less than the height of the lowest retaining wall.

- 3. retaining walls constructed closer than the height of the lowest retaining wall will collectively be considered a single retaining wall for the purposes of determining the height of a retaining wall.
- 4. no retaining wall shall exceed 2.0 metres in height except:
 - a) in a required setback for a front, side or rear parcel line no retaining wall shall exceed 1.2 metres in height; and
 - b) on a corner site contiguous to a highway intersection, no retaining wall is permitted within a distance of 4.5 metres from the corner of the site at the intersection of the streets.
- 5. despite sub-section 7.25.4(a), a retaining wall in a required setback for a front, side or rear parcel line may be 2.0 metres in height where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting parcel or highway.
- 6. despite sub-section 7.25.4(b), a retaining wall is permitted within 4.5 metres of a corner site contiguous to a highway intersection where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting highway, and provided no part of the retaining wall extends above the finished grade of the abutting highway.



Figure 7.25.4: Retaining Wall Illustration



Figure 7.25.5: Retaining Wall in a Setback Illustration

Electoral Area "F"

- 7. The "Regional District Okanagan-Similkameen, Electoral Area "F" Zoning Bylaw No. 2461, 2008" is amended by:
 - i) replacing Section 3.0 (Administration) in its entirety with the following:

3.0 ADMINISTRATION

3.1 Applicability

- .1 This Bylaw applies to that portion of the Regional District contained within Electoral Area "F", as outlined on Schedule '2'.
- .2 Land or the surface of water must not be used, land shall not be subdivided and buildings or structures must not be constructed, altered, located or used except as specifically permitted in this Bylaw.
- .3 All uses permitted by this Bylaw include, except as otherwise specifically stated, all uses reasonably accessory and exclusively devoted to the principal uses.
- .4 Parcels created prior to adoption of this Bylaw that do not meet any minimum parcel area or dimensions may be used for any of the permitted uses listed in each zone, subject to the limitations contained therein.
- .5 Parcels shall be consolidated prior to issuance of building permit where the proposed building would otherwise straddle the parcel line.

3.2 Enforcement

.1 The Manager of Development Services, Regional District Building Inspectors, and such other officers, employees or agents designated from time to time by the Regional Board to act in the place of the Manager and Inspectors, subject to applicable enactments, are authorized at all reasonable times to enter on any property that is subject to regulation under this Bylaw, to ascertain whether the regulations, prohibitions or requirements under this Bylaw are being observed.

3.3 Prohibitions and Penalties

- .1 A person shall not prevent or obstruct, or attempt to prevent or obstruct, a person, an officer or an employee authorised under Section 3.2 from entering property to ascertain whether regulations, prohibitions or requirements of this Bylaw are being met or observed.
- .2 Each person who violates any of the provisions of this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$10,000.00 and the costs of prosecution.
- .3 Each day's continuance of an offence under this Bylaw constitutes a new and distinct offence.

3.4 Severability

- .1 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.
- ii) replacing the definition of "building grade" under Section 4.0 (Definitions) with the following:

"grade, finished" means the average finished grade level at the perimeter of a building or structure, excluding any localized mounds or depressions such as those for vehicle or pedestrian entrances;

iii) adding a definition of "crawl space" under Section 4.0 (Definitions) to read as follows:

"crawl space" means the space between the underside of the joists of the floor next above and the ground floor slab or ground surface where no slab exists, having a vertical clear height less than 1.5 metres;

iv) replacing the definition of "development" under Section 4.0 (Definitions) with the following:

"development" means any activity carried out in the process of clearing or preparing a site or constructing or erecting structures;

v) replacing the definition of "first storey" under Section 4.0 (Definitions) with the following:

"first storey" means the uppermost storey having its floor level not more than 2.0 metres above finished grade;

vi) replacing the definition of "height" under Section 4.0 (Definitions) with the following:

"height" means, when used in reference to a building or structure except for a retaining wall, the vertical distance from the finished grade to the highest point of the roof or structure;

- vii) deleting the definition of "natural grade" under Section 4.0 (Definitions).
- viii) adding a definition of "panhandle lot" under Section 4.0 (Definitions) to read as follows:

"panhandle" means any parcel with any of the building envelope situated directly behind another parcel so that its frontage is a relatively narrow strip of land which is an integral part of the parcel;

ix) replacing the definition of "parcel" under Section 4.0 (Definitions) with the following:

"parcel" means any parcel, block or other area in which land is held or into which it is subdivided whether under the *Land Title Act* or the Bare Land Strata Regulations under the *Strata Property Act* or a legally recorded lease of license of occupation issued by the Province of British Columbia;

x) adding a definition of "parcel area, useable" under Section 4.0 (Definitions) to read as follows:

"parcel area, useable" means all the area of a parcel except areas that are:

- a) part of a panhandle;
- b) required as building setbacks from property lines;
- c) required as building setbacks from watercourses, environmental values or geotechnical hazards as identified through a report prepared by a qualified individual; and
- d) subject to a restrictive covenant that prohibits all use of the area subject to the covenant.
- xi) replacing the definition of "parcel coverage" under Section 4.0 (Definitions) with the following:

"parcel coverage" means the total horizontal area of structures measured to the outside of the exterior walls of the buildings and structures on a lot including the horizontal areas of attached decks and porches, expressed as a percentage of the lot area, and for a structure with no defined exterior wall, measured to the drip line of the roof or, in the case of decks and porches, includes the horizontal flooring area;



Figure 4.1: Parcel Coverage Illustration

xii) adding a definition of "retaining wall" under Section 4.0 (Definitions) to read as follows:

"retaining wall" means a structure or series of interdependent structures greater than 1.2 metres in height constructed to hold back, stabilize or support an earthen bank;

xiii) replacing the definition of "structure" under Section 4.0 (Definitions) with the following:

"structure" means any construction fixed to, supported by or sunk into land or water, and includes swimming pools, retaining walls and manufactured home spaces, but specifically excludes fences under 2.0 metres in height, landscaping, paving and signs unless otherwise noted in this bylaw;

xiv) replacing Section 5.0 (Basic Provisions) in its entirety with the following:

5.1 Zoning Districts

For the purposes of this Bylaw, the area of the Regional District subject to this Bylaw is hereby divided into zoning districts with the following zone designations and their abbreviations.

The headings below create categories of zones and represent all the zones under that heading.

ZONING TITLE	ABBREVIATION
Rural Zones	
Resource Area Zone	RA
Agriculture Two Zone	AG2
Agriculture Three Zone	AG3
Large Holdings One Zone	LH1
Small Holdings Two Zone	SH2
Small Holdings Three Zone	SH3
Small Holdings Four Zone	SH4
Small Holdings Five Zone	SH5
Low Density Residential Zones	
Residential Single Family One Zone	RS1
Residential Single Family Two Zone	RS2
Medium Density Residential Zones	
Residential Multiple Family Zone	RM1
Integrated Housing Zone	RM2
Commercial Zones	
Neighbourhood Commercial Zone	C3
Marina Commercial Zone	C5
Tourist Commercial One Zone	CT1
Tourist Commercial Two (Limited) Zone	CT2
Tourist Commercial Three (Limited) Zone	CT3

Industrial Zones

Industrial (Light) One Zone	11
Administrative and Open Space Zones	
Administrative and Institutional Zone	AI
Parks and Recreation Zone	PR
Conservation Area Zone	CA
Comprehensive Development Zones	
Comprehensive Development One (North Beach Estates) Zone	CD1

5.2 Definition of Zones:

- .1 The area of each zone is defined by Schedule '2'.
- .2 Where a zone boundary is shown on Schedule '2' as following a road allowance or a watercourse, the centre line of the road allowance or watercourse shall be the zone boundary.

5.3 Interpretation:

Except as expressly provided in this Bylaw, all headings, italicized clauses and other references forming part of this Bylaw must be construed as being inserted for convenience and reference only.

5.4 Permitted Uses:

In respect of each zone created under Section 5.1 of this Bylaw:

- .1 the only uses permitted are those listed in respect of each zone under the heading "Permitted Uses" in Section 10.0 to 16.0 of this Bylaw;
- .2 uses not listed in respect of a particular zone are prohibited;
- .3 the headings in respect of each zone are part of this Bylaw.

5.5 Conditions of Use:

On a particular parcel in a specified zone created under this Bylaw, the maximum permitted parcel coverage, height and density and the minimum required setbacks are set out in respect of each specified zone in the provisions found in Sections 10.0 to 16.0 of this Bylaw.

5.6 Comprehensive Development Zones:

A Comprehensive Development (CD) Zone shall only be created where a proposed development is of a scale, character, or complexity requiring comprehensive planning and implementation that, in the opinion of the Regional District Board, is of a unique form or nature not contemplated or reasonably regulated by another zone.

xv) replacing Section 6.0 (Creation of Zones) in its entirety with the following:

6.0 SUBDIVISION REGULATIONS

6.1 Minimum Parcel Size Exceptions for Subdivision:

Minimum parcel size for subdivision requirements of this Bylaw do not apply to:

- .1 the consolidation of existing parcels or the addition of closed streets to an existing parcel;
- .2 the alteration of lot lines between two or more parcels where:
 - a) no additional parcels are created upon completion of the alteration;
 - b) the altered lot line does not infringe on the required setbacks for an existing building or structure located on a parcel;
 - c) the alteration does not reduce the area of the parcels involved to a size less than that of the smallest parcel that existed prior to the alteration.
- .3 No existing parcel that meets the present minimum parcel size requirements of this Bylaw must, upon completion of a parcel line alteration, have a parcel size less than that required within the respective zone.

6.2 Minimum Parcel Width for Subdivision Exceptions:

- .1 Despite the minimum parcel width for subdivision provisions of this Bylaw, a panhandle lot may be permitted provided that:
 - a) the minimum parcel width of the panhandle is 6.0 metres and the maximum width shall not exceed 20.0 metres;
 - b) the panhandle must not be calculated as part of the parcel area for the purpose of subdivision; and
 - c) no more than two (2) panhandles abut each other.
- 6.3 Minimum Parcel Size Requirements for Bare Land Strata Subdivisions:

.1 The minimum average parcel size is equal to the minimum parcel size for the designated zoning.

6.4 Minimum Useable Parcel Area

.1 The minimum useable parcel area of each parcel shall be 200 m².

6.5 Hooked Parcels:

- .1 A hooked parcel may be created where each portion satisfies the minimum parcel area requirements of the applicable zone.
- xvi) replacing Section 7.7 (Projections) under Section 7.0 (General Regulations) with the following:

7.7 Projections

- .1 No features shall project into a setback required by this Bylaw except the following minor projections on buildings:
 - a) Gutters, eaves, sunshades, cornices, belt courses and sills may project into required setbacks to a maximum of 0.6 metres measured horizontally;
 - b) Unenclosed access ramps for physically disabled persons may project fully into required setbacks;
 - c) In Residential zones the following features may project into the required setbacks:
 - chimneys, bay windows or other architectural projections which do not comprise more than 25% of the total length of a wall and do not project more than 0.6 metres measured horizontally; and
 - ii) unenclosed stairwells, balconies, porches, uncovered decks or canopies, may project no more than:
 - .1 1.5 metres, measured horizontally, into the front setback; or
 - .2 2.0 metres, measured horizontally, into the rear setback.
 - d) In no case shall a projection cross a parcel line.
- .2 No features shall extend beyond a height limit required by this Bylaw except the following minor projections on buildings:
 - a) antennas, belfries, chimney stacks, church spires, clearance markers, elevator shafts, flagpoles, monuments, rooftop mechanical equipment, ventilation machinery and water tanks.

xvii) replacing Section 7.8 (Fence Height) under Section 7.0 (General Regulations) with the following:

7.8 Fence Heights

The height of a fence shall be determined by measurement from the ground level, at the place on which the fence is to be located, to the top of the fence.

- .1 No fence shall exceed 1.8 metres in height to the rear of a front setback and 1.2 metres in height in the front setback except:
 - a) in the Rural zones all fences may be up to 1.8 metres in height, and in the Industrial zones all fences may be up to 2.4 metres in height;
 - b) in Commercial zones abutting or across a highway from the AG3 Zone all fences may be up to 2.0 metres in height;
 - c) on a corner parcel contiguous to a highway intersection, no fence, hedge or other vegetation is permitted at a greater height than 1.0 metre above the established elevation of the centre point of intersecting highways, at or within a distance of 4.5 metres from the corner of the parcel at the intersection of the highway;



Figure 7.8 – Sight Triangle

- d) in the case of a fence constructed on top of a retaining wall, the combined height of the fence and the retaining wall at the parcel line or within 1.2 metres of the parcel line shall not exceed 1.8 metres in height, as measured from the finished grade of the abutting higher parcel;
- e) deer fences shall not be limited in height, provided such fences are constructed of material that permits visibility, such as wire mesh; and

- f) fences for ball parks and tennis courts shall not be limited in height, provided such fences are constructed of materials that permit visibility, such as wire mesh.
- .2 The use of barbed wire for fencing is prohibited within all Residential and Commercial zones as well as the Al Zone.
- .3 The use of razor wire for fencing is prohibited within all zones.
- xviii) adding a new sub-section following sub-section 7.26 under Section 7.0 (General Regulations) to read as follows:

7.27 Retaining Walls

- 1. the height of a retaining wall shall be determined by measurement from the lowest finished grade at the base of the retaining wall to the top of any part of the retaining wall.
- 2. the minimum horizontal separation between individual retaining walls on the same parcel, as measured from the outer face of each retaining wall, must not be less than the height of the lowest retaining wall.
- 3. retaining walls constructed closer than the height of the lowest retaining wall will collectively be considered a single retaining wall for the purposes of determining the height of a retaining wall.
- 4. no retaining wall shall exceed 2.0 metres in height except:
 - a) in a required setback for a front, side or rear parcel line no retaining wall shall exceed 1.2 metres in height; and
 - b) on a corner site contiguous to a highway intersection, no retaining wall is permitted within a distance of 4.5 metres from the corner of the site at the intersection of the streets.
- 5. despite sub-section 7.27.4(a), a retaining wall in a required setback for a front, side or rear parcel line may be 2.0 metres in height where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting parcel or highway.
- 6. despite sub-section 7.27.4(b), a retaining wall is permitted within 4.5 metres of a corner site contiguous to a highway intersection where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting highway, and provided no part of the retaining wall extends above the finished grade of the abutting highway.









xix) replacing sub-section 10.5.8 under Section 10.5 (Small Holdings Two Zone) to read as follows:

10.5.8 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres.
- xx) replacing sub-section 10.6.8 under Section 10.6 (Small Holdings Three Zone) to read as follows:

10.6.8 Maximum Height:

a) No building or structure shall exceed a height of 10.0 metres.

xxi) replacing sub-section 10.7.8 under Section 10.7 (Small Holdings Four Zone) with the following:

10.7.8 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres.
- xxii) replacing sub-section 10.8.7(b) under Section 10.8 (Small Holdings Five Zone) with the following:
 - b) Accessory Buildings or Structures, subject to Section 7.22:

i)	Front parcel line	9.0 metres
ii)	Rear parcel line	3.0 metres
iii)	Interior side parcel line	1.5 metres
iv)	Exterior side parcel line	4.5 metres

- xxiii) replacing sub-section 10.8.8 under Section 10.8 (Small Holdings Five Zone) with the following:
 - 10.8.8 Maximum Height:
 - a) No building or structure shall exceed a height of 10.0 metres;
 - b) No accessory building or structure shall exceed a height of 4.5 metres.
- xxiv) replacing sub-section 11.1.7 under Section 11.1 (Residential Single Family One Zone) with the following:

11.1.7 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 4.5 metres.
- xxv) replacing sub-section 11.2.7 under Section 11.2 (Residential Single Family Two Zone) with the following:

11.2.7 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 4.5 metres.
- xxvi) replacing sub-section 12.1.8 under Section 12.1 (Residential Multiple Family Zone) with the following:

12.1.8 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 4.5 metres.
- xxvii) replacing sub-section 13.1.6 under Section 13.1 (Neighbourhood Commercial Zone) with the following:

13.1.6 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 4.5 metres.
- xxviii)replacing sub-section 13.2.6 under Section 13.2 (Marina Commercial Zone) with the following:

13.2.6 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 4.5 metres.
- xxix) replacing sub-section 13.3.7 under Section 13.3 (Tourist Commercial One Zone) with the following:

13.3.7 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 10.0 metres.
- xxx) replacing sub-section 13.4.7 under Section 13.4 (Tourist Commercial Two (Limited) Zone) with the following:

13.4.7 Maximum Height:

- a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 10.0 metres.
- xxxi) replacing sub-section 13.5.7 under Section 13.5 (Tourist Commercial Three (Limited) Zone) with the following:

13.5.7 Maximum Height:

a) No building or structure shall exceed a height of 10.0 metres;
- b) No accessory building or structure shall exceed a height of 10.0 metres.
- xxxii) replacing sub-section 14.1.6 under Section 14.1 (Industrial (Light) One Zone) with the following:

14.1.6 Maximum Height:

- a) No building or structure shall exceed a height of 15.0 metres;
- b) No accessory building or structure shall exceed a height of 7.0 metres.

Electoral Area "H"

- 8. The "Electoral Area "H" Zoning Bylaw No. 2498, 2012" is amended by:
 - i) replacing Section 3.0 (Administration) in its entirety with the following:

3.0 ADMINISTRATION

3.1 Applicability

- .1 This Bylaw applies to that portion of the Regional District contained within Electoral Area "H", as outlined on Schedule '2'.
- .2 Land or the surface of water must not be used, land shall not be subdivided and buildings or structures must not be constructed, altered, located or used except as specifically permitted in this Bylaw.
- .3 All uses permitted by this Bylaw include, except as otherwise specifically stated, all uses reasonably accessory and exclusively devoted to the principal uses.
- .4 Parcels created prior to adoption of this Bylaw that do not meet any minimum parcel area or dimensions may be used for any of the permitted uses listed in each zone, subject to the limitations contained therein.
- .5 Parcels shall be consolidated prior to issuance of building permit where the proposed building would otherwise straddle the parcel line.

3.2 Enforcement

.1 The Manager of Development Services, Regional District Building Inspectors, and such other officers, employees or agents designated from time to time by the Regional Board to act in the place of the Manager and Inspectors, subject to applicable enactments, are authorized at all reasonable times to enter on any property that is subject to regulation under this Bylaw, to ascertain whether the regulations, prohibitions or requirements under this Bylaw are being observed.

3.3 Prohibitions and Penalties

- .1 A person shall not prevent or obstruct, or attempt to prevent or obstruct, a person, an officer or an employee authorised under Section 3.2 from entering property to ascertain whether regulations, prohibitions or requirements of this Bylaw are being met or observed.
- .2 Each person who violates any of the provisions of this Bylaw commits an offence and is liable on summary conviction to a fine not exceeding \$10,000.00 and the costs of prosecution.
- .3 Each day's continuance of an offence under this Bylaw constitutes a new and distinct offence.

3.4 Severability

- .1 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.
- ii) replacing the definition of "height" under Section 4.0 (Definitions) with the following:

"height" means, when used in reference to a building or structure except for a retaining wall, the vertical distance from the finished grade to the highest point of the roof or structure;

iii) adding the following as Figure 4.1 (Parcel Coverage Illustration) under Section 4.0 (Definitions) and renumbering all subsequent Figure numbers:



Figure 4.1: Parcel Coverage Illustration

iv) adding a definition of "retaining wall" under Section 4.0 (Definitions) to read as follows:

"retaining wall" means a structure or series of interdependent structures greater than 1.2 metres in height constructed to hold back, stabilize or support an earthen bank;

v) replacing the definition of "structure" under Section 4.0 (Definitions) with the following:

"structure" means any construction fixed to, supported by or sunk into land or water, and includes swimming pools, retaining walls and manufactured home spaces, but specifically excludes fences under 2.0 metres in height, landscaping, paving and signs unless otherwise noted in this bylaw;

vi) replacing Section 5.0 (Basic Provisions) in its entirety with the following:

5.0 *deleted*.

- vii) adding a new section 6.7 under Section 6.0 (Creation of Zones) to read as follows:
 - 6.7 Comprehensive Development Zones:

A Comprehensive Development (CD) Zone shall only be created where a proposed development is of a scale, character, or complexity requiring comprehensive planning and implementation that, in the opinion of the Regional District Board, is of a unique form or nature not contemplated or reasonably regulated by another zone.

viii) replacing Section 7.5 (Projections) under Section 7.0 (General Regulations) with the following:

7.5 **Projections**

- .1 No features shall project into a setback required by this Bylaw except the following minor projections on buildings:
 - a) Gutters, eaves, sunshades, cornices, belt courses and sills may project into required setbacks to a maximum of 0.6 metres measured horizontally;
 - b) Unenclosed access ramps for physically disabled persons may project fully into required setbacks;
 - c) In Residential zones the following features may project into the required setbacks:
 - chimneys, bay windows or other architectural projections which do not comprise more than 25% of the total face of a wall and do not project more than 0.6 metres measured horizontally; and
 - ii) unenclosed stairwells, balconies, porches, uncovered decks or canopies, may project no more than:
 - .1 1.5 metres, measured horizontally, into the front setback; or
 - .2 2.0 metres, measured horizontally, into the rear setback.
 - d) In no case shall a projection cross a parcel line.
- .2 No features shall extend beyond a height limit required by this Bylaw except the following minor projections on buildings:
 - a) antennas, belfries, chimney stacks, church spires, clearance markers, elevator shafts, flagpoles, monuments, rooftop mechanical equipment, ventilation machinery and water tanks.
- ix) adding the following as a new sub-section 7.6.1(d) under Section 7.6 (Fence Height) and renumbering all subsequent sections:
 - d) in the case of a fence constructed on top of a retaining wall, the combined height of the fence and the retaining wall at the parcel line or within 1.2 metres

of the parcel line shall not exceed 1.8 metres in height, as measured from the finished grade of the abutting higher parcel;

xxxiii) adding a new sub-section following sub-section 7.27 under Section 7.0 (General Regulations) to read as follows:

7.28 Retaining Walls

- 1. the height of a retaining wall shall be determined by measurement from the lowest finished grade at the base of the retaining wall to the top of any part of the retaining wall.
- 2. the minimum horizontal separation between individual retaining walls on the same parcel, as measured from the outer face of each retaining wall, must not be less than the height of the lowest retaining wall.
- 3. retaining walls constructed closer than the height of the lowest retaining wall will collectively be considered a single retaining wall for the purposes of determining the height of a retaining wall.
- 4. no retaining wall shall exceed 2.0 metres in height except:
 - a) in a required setback for a front, side or rear parcel line no retaining wall shall exceed 1.2 metres in height; and
 - b) on a corner site contiguous to a highway intersection, no retaining wall is permitted within a distance of 4.5 metres from the corner of the site at the intersection of the streets.
- 5. despite sub-section 7.28.4(a), a retaining wall in a required setback for a front, side or rear parcel line may be 2.0 metres in height where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting parcel or highway.
- 6. despite sub-section 7.28.4(b), a retaining wall is permitted within 4.5 metres of a corner site contiguous to a highway intersection where the finished grade of the subject parcel at the base of the retaining wall is lower than the finished grade of the abutting highway, and provided no part of the retaining wall extends above the finished grade of the abutting highway.



Figure 7.28.4: Retaining Wall Illustration





READ A FIRST AND SECOND TIME this 2nd day of November, 2017.

PUBLIC HEARING HELD this 7th day of December, 2017.

READ A THIRD TIME this _____ day of _____, 2017.

I hereby certify the foregoing to be a true and correct copy of the "Regional District of Okanagan-Similkameen Retaining Wall and Building Height Update Amendment Bylaw No. 2773, 2017" as read a Third time by the Regional Board on this ____day of ____, 2017.

Dated at Penticton, BC this ____ day of _____, 2017.

Corporate Officer

Approved pursuant to Section 52(3) of the *Transportation Act* this ____ day of _____, 2017.

For the Minister of Transportation & Infrastructure

ADOPTED this _____ day of _____, 2018.

Board Chair

Chief Administrative Officer

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Official Community Plan (OCP) & Zoning Bylaw Amendments – Electoral Area "C" & "D-1" Dominion Radio Astrophysical Observatory (DRAO)

Administrative Recommendation:

THAT Bylaw No. 2777, 2017, Regional District of Okanagan-Similkameen Dominion Radio Astrophysical Observatory Official Community Plan and Zoning Amendment Bylaw be read a third time.

Purpose:

Amendment Bylaw No. 2777 seeks to amend the Electoral Area "C" Official Community Plan and Zoning Bylaws and Electoral Area "D-1" Zoning Bylaw as they relate to the Dominion Radio Astrophysical Observatory (DRAO) in order to ensure consistency of objectives, policies, regulations and mapping across those Electoral Areas to which DRAOs Radio Frequency Interference (RFI) Area applies.

Background:

At its meeting of December 15, 2016, the Regional District Board adopted the Electoral Area "D-1" Official Community Plan (OCP) Bylaw No. 2683, 2016.

At its meeting of June 1, 2017, the Planning and Development (P&D) Committee of the Board resolved to defer consideration of Amendment Bylaw No. 2777 to its meeting of July 20, 2017, in order to allow for consultation with DRAO on the proposed amendments.

At its meeting of June 20, 2017, the Electoral Area "C" Advisory Planning Commission (APC) was scheduled to consider the proposed amendments but failed to achieve a quorum.

At its meeting of July 11, 2017, the Electoral Area "D" APC recommended to the RDOS Board that the proposed amendments be approved subject to the following:

- 1. that the minimum parcel size for subdivision in the RFI Area be 60 hectares;
- 2. that the maximum number of accessory dwellings in the RFI Area be not more than 1 (or 0); and
- 3. the installation and use of electrical equipment/devices that could cause RFI and suppression to reduce the emission of it to levels acceptable to the observatory be restricted as home occupations and home industry uses.

At its meeting of July 20, 2017, the P&D Committee resolved that the Regional District proceed with Bylaw No. 2777, and that it be updated as follows:

• increase the minimum parcel size requirement for subdivision in the RFI Area from 20.0 ha to 60.0 ha;



- Imit the number of accessory dwellings permitted on parcels in the RFI Area to one (1); and
- revise the general regulations pertaining to "home occupation" and "home industry" uses occurring in the RFI Area in order to exclude the repair of small engines and repair or assembly of electronic devices.

On September 25, 2017, the Regional District sent letters to all registered property owners with land in the RFI Area advising of the proposed changes to the land use bylaws and seeking feedback. Approximately 271 feedback forms were sent to affected property owners with 15 feedback forms returned (6 in favour, 9 opposed).

At its meeting of November 2, 2017, the Regional District Board resolved to approve first and second reading of the amendment bylaw and directed that a public hearing occur at the Board meeting of December 7, 2017. The Board also requested that staff convene an open house prior to the public hearing.

A public question and answer (Q&A) regarding the proposed amendments was held ahead of the Electoral Area "C" APC meeting on November 21, 2017, and was attended by approximately seven (7) members of the public.

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 required as the proposed amendments will affect lands situated within 800 metres of a controlled area (i.e. Highway 3A).

Analysis:

Administration strongly supports the continued operation of DRAO and its protection from increased electromagnetic interference. For these reasons, Administration is recommending that a consistent set of policies, mapping and zoning regulations related to the operation of the Observatory be applied to the Electoral Area "C" and "D-1" land use bylaws.

Further to the direction provided by the P&D Committee at its meeting of July 20, 2017, Amendment Bylaw 2777 is also proposing the following:

- Removal of an unlawful Delegation of Board Authority: At present, the Electoral Area "D-1"
 Zoning Bylaw attempts to delegate to DRAO the authority of the Board to approve development under the *Local Government Act* (i.e. by restricting the use of fluorescent lights, lamp dimmers, shortwave radios or microwaves in dwellings).
- Increasing the Minimum Parcel Size for Subdivision in the RFI Area: DRAO has advised that "RFI is generated by human occupation and use of land. Thus, lower density of human activity results in lower risk of RFI". In response, the amendment bylaw is proposing to increase the minimum parcel sizes for subdivision in the RFI Area from 20.0 ha to 60.0 ha.
- Limit accessory residential dwellings in the RFI Area: DRAO has advised that they favour a
 restriction on the number accessory dwellings permitted on a parcel in the RFI Area (to either one
 or none per parcel). In response, the amendment bylaw is proposing to limit the number of
 accessory dwellings (where permitted) to one.
- Limit mechanical and electronic repair uses in the RFI Area: DRAO has advised that they favour a restriction on home industry and home occupation uses from being able to undertake the "repair

of small engines, and repair or assembly of electronic devices or components with a potential for RFI" due to the tendency of such uses to create interference issues.

The Board is asked to be aware that these proposed changes will not affect the Land Use Contract which applies to the St. Andrews area and will continue to be in effect until 2024 (subject to an early termination or voluntary discharge).

Respectfully submitted:

Endorsed By:

C. Garrish, Planning Supervisor

B. Dollevoet, Development Services Manager

<u>Attachments</u>: No. 1 – Current High Risk Electromagnetic Interference Area & Proposed Radio Frequency Interference Area



Attachment No. 1 – Current High Risk Electromagnetic Interference Area & Proposed Radio Frequency Interference Area

File No: X2017.072-ZONE

BYLAW NO. 2777

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2777, 2017

A Bylaw to amend the Electoral Area "C" & "D-1" Official Community Plan Bylaws and Zoning Bylaws

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 "Dominion Radio Astrophysical Observatory Official Community Plan and Zoning Amendment Bylaw No. 2777, 2017."

Electoral Area "C"

- 2. The "Oliver Rural Official Community Plan Bylaw No. 2452, 2008" is amended by:
 - i) deleting Section 11.2.4 under Section 11.0 (Administrative, Cultural and Institutional).
 - ii) deleting Section 11.3.9 under Section 11.0 (Administrative, Cultural and Institutional).
 - iii) deleting Map 3 (High Risk Electromagnetic Interference Areas) under Section 11.0 (Administrative, Cultural and Institutional).
 - iv) adding a new Section 11.4 (Dominion Radio Astrophysical Observatory) under Section 11.0 (Administrative, Cultural and Institutional) to read as follows:

11.4 Dominion Radio Astrophysical Observatory

The Dominion Radio Astrophysical Observatory (DRAO) is the only research facility of its kind in Canada, and provides a significant contribution to the local economy and ongoing contributions to national and international research initiatives.

The Regional District acknowledges the critical scientific and economic importance of DRAO, and recognizes its sensitivity to Radio Frequency Interference (RFI) that may result from development and human activity outside of DRAO lands (property of the National Research Council of Canada and associated land reserves established by BC for Observatory purposes) but within the designated RFI area described below. The degree to which development may interfere with Observatory activities is, in part, a function of distance and whether the development lies within lines-of sight of radio-telescope equipment. Schedule 'F' (Dominion Radio Astrophysical Observatory RFI Area) identifies the approximate areas that are:

- directly within the lines-of-sight of existing telescopes or potentially within the lines-of-sight of any future telescopes;
- within 61.0 metres vertically of such lines-of-sight; and
- within 2.5 km of the Observatory.

Development within the area identified in Schedule 'F' (Dominion Radio Astrophysical Observatory RFI Area) could significantly interfere with the research activities conducted at DRAO. While the impact of RFI generated by human activity within 61 metres vertically of the lines-of-sight of existing telescopes; it is nevertheless important to minimize the levels of RFI or risks of potential RFI.

The Regional District will work with DRAO with respect to any development proposed in the area identified in Schedule 'F' to avoid RFI risk.

11.4.1 Objectives

- .1 Minimize the levels of Radio Frequency Interference (RFI) on DRAO from existing development.
- .2 Prevent and/or minimize additional RFI from potential new development.

11.4.2 Policies

The Regional Board:

- .1 Generally will not support future rezoning or subdivision applications that will create additional development or intensify development within the area illustrated on Schedule 'F' (Dominion Radio Astrophysical Observatory RFI Area).
- .2 Encourages the Federal Government to purchase undeveloped lands that could present a potential significant risk of RFI wherever feasible and appropriate.
- .3 Will continue supporting and working with DRAO staff to:
 - a) help inform current and prospective residents about their properties being located within, or near, a designated RFI area as shown on Schedule 'F' (Dominion Radio Astrophysical Observatory RFI Area);
 - b) inform current and prospective owners about RFI impacts on this major scientific facility; and
 - c) educate current and prospective residents on how to prevent and minimize uses with a risk of RFI impact.

- v) adding a new Schedule 'F' (Dominion Radio Astrophysical Observatory Radio Frequency Interference Area) as shown on the attached Schedule 'A' (which forms part of this bylaw).
- 3. The "Regional District Okanagan-Similkameen Electoral Area "C" Zoning Bylaw No. 2453, 2008" is amended by:
 - i) replacing the definition of "home industry" under Section 4.0 (Definitions) in its entirety with the following:

"home industry" means an occupation or a commercial use that is accessory to the principal residential use of the parcel and may include manufacturing, processing, fabricating, assembling, storing, distributing, testing, servicing, or repairing of goods or materials including vehicle repair, maintenance and auto body shops, and other similar uses;

ii) replacing the definition of "home occupation" under Section 4.0 (Definitions) in its entirety with the following:

"home occupation" means an occupation or profession that is accessory to the principal residential use of a parcel and may include home offices; studios; home workshops, and other similar uses;

iii) replacing Section 7.17 (Home Occupations) under Section 7.0 (General Regulations) in its entirety with the following:

7.17 Home Occupations

The following regulations apply to home occupation uses where permitted as a use in this Bylaw:

- 1. A home occupation shall not occupy more than 50% of the floor area of a principal dwelling unit or accessory building to a maximum of 50.0 m².
- 2. A home occupation shall be carried out within the principal dwelling unit, or in an accessory building where permitted in the particular zone, with no external storage of materials, containers or finished products.
- 3. No retail sales shall be permitted in a home occupation, except for:
 - a) goods produced or made on the premises;
 - b) telephone or internet sales or sales where the customer does not enter the premises;
 - c) mail order sales;

- d) direct distributors where customers do not enter the premises; and
- e) sale of products directly related to the home occupation.
- 4. No commercial vehicle, exceeding 1 tonne (1,000 kg) in vehicle weight, associated with or used in the conduct of a home occupation shall be parked or otherwise located outside of an unenclosed building.
- 5. Only persons residing in the principal dwelling unit may carry on the home occupation located on the parcel occupied by the principal dwelling unit.
- 6. A home occupation shall not generate traffic congestion or parking demand within the District and shall not produce a public offence or nuisance of any kind.
- 7. A home occupation shall not involve:
 - a) material or products that produce inflammable or explosive vapours or gases under ordinary temperatures;
 - b) the boarding, breeding and keeping of animals;
 - c) the salvage or repair of motor vehicles, boats, or other machinery as a commercial venture;
 - d) the assembly of more than four (4) persons for any artistic, educational, religious, therapeutic or similar activity; and
 - e) the salvage, repair or assembly of electronic devices as a commercial venture on lands situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- iv) replacing Section 7.18 (Home Industries) under Section 7.0 (General Regulations) in its entirety with the following:

7.18 Home Industries

The following regulations apply to home industry uses where permitted as a use in this Bylaw:

- .1 No home industry shall be permitted on a parcel less than 2.0 hectares in size.
- .2 A home industry shall not involve the salvage or storage of derelict vehicles and equipment, used building or domestic products and similar discarded materials.
- .3 A home industry shall be carried on in the principal dwelling unit or within an accessory building.
- .4 A home industry shall not occupy more than 50% of the floor area of the principal dwelling unit. The gross floor area utilized for a home industry, including storage of materials, commodities or finished products associated with the home industry shall not exceed 200 m².

- .5 No retail sales of products other than the sale of goods produced, grown or assembled on the parcel shall be permitted.
- .6 Only persons residing in the principal dwelling unit may carry on the home industry located on the parcel, and up to two (2) non-resident employees may be on the parcel.
- .7 A home industry shall not be located on a parcel unless a principal dwelling unit already exists or is being constructed simultaneously, on the same parcel.
- .8 No nuisance from noise, vibration, smoke, dust, odours, heat, glare, disturbance shall be produced by the home industry and, at all times, the privacy and enjoyment of adjacent dwellings shall be preserved and the home industry shall not adversely affect the character of the area.
- .9 A home industry shall not generate any pedestrian or vehicular traffic or parking in excess of that which is generally characteristic of the area within which it is located.
- .10 A home industry shall not involve:
 - a) wrecking, salvage or storage of derelict vehicles and equipment;
 - b) salvage or storage of used building or domestic products and similar discarded materials;
 - c) manufacture of concrete products;
 - d) bulk fuel or chemical storage or refining depots;
 - e) animal or agriculture products processing;
 - f) the production of animal feeds; and
 - g) the salvage, repair or assembly of electronic devices, motor vehicles, boats, or other machinery as a commercial venture on lands situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- v) adding a new Section 7.26 (Astrophysical Observatory Electromagnetic Interference) under Section 7.0 (General Regulations) to read as follows:

7.26 Dominion Radio Astrophysical Observatory Radio Frequency Interference Area

The lands shown hatched on Schedule '3' are designated as a "Radio Frequency Interference Area" and include lands:

- a) directly within the line-of-sight of the existing Dominion Radio Astrophysical Observatory telescopes;
- b) within 61.0 metres of Section 7.26(a); and
- c) within 2.5 km of the astrophysical observatory facility.

vi) replacing Section 10.1.3 (Minimum Parcel Size) under Section 10.1 (Resource Area Zone) in its entirety with the following:

10.1.3 Minimum Parcel Size:

- a) 20.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw; or
- c) where the Agricultural Land Commission permits a subdivision under its homesite severance policy, there shall be no minimum parcel size.
- vii) adding a new sub-section 10.1.5(c) under Section 10.1 (Resource Area Zone) to read as follows:
 - c) despite Sections 10.1.5(a) & (b), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- viii) replacing Section 10.2.3 (Minimum Parcel Size) under Section 10.2 (Agriculture One Zone) in its entirety with the following:

10.2.3 Minimum Parcel Size:

- a) 4.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw; or
- c) where the Agricultural Land Commission permits a subdivision under its homesite severance policy, there shall be no minimum parcel size.
- ix) adding a new sub-section 10.2.5(d) under Section 10.2 (Agriculture One Zone) to read as follows:
 - d) despite Sections 10.2.5(b) & (c), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- x) replacing Section 10.3.3 (Minimum Parcel Size) under Section 10.3 (Agriculture Two Zone) in its entirety with the following:

10.3.3 Minimum Parcel Size:

- a) 10.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw; or

- c) where the Agricultural Land Commission permits a subdivision under its homesite severance policy, there shall be no minimum parcel size.
- xi) adding a new sub-section 10.3.5(d) under Section 10.3 (Agriculture Three Zone) to read as follows:
 - d) despite Sections 10.3.5(b) & (c), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- xii) replacing Section 10.4.3 (Minimum Parcel Size) under Section 10.4 (Large Holdings One Zone) in its entirety with the following:

10.4.3 Minimum Parcel Size:

- a) 4.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xiii) adding a new sub-section 10.4.5(c) under Section 10.4 (Large Holdings One Zone) to read as follows:
 - d) despite Sections 10.4.5(a) & (b), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- xiv) replacing Section 15.2.3 (Minimum Parcel Size) under Section 15.2 (Parks and Recreation Zone) in its entirety with the following:

15.2.3 Minimum Parcel Size:

- a) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xv) adding a new Schedule '3' (Dominion Radio Astrophysical Observatory Radio Frequency Interference Area) as shown on the attached Schedule 'B' (which forms part of this bylaw).

Electoral Area "D-1"

- 4. The "Electoral Area "D-1" Official Community Plan Bylaw No. 2683, 2016" is amended by:
 - i) replacing the second paragraph under Section 14.4 (Dominion Radio Astrophysical Observatory) under Section 14.0 (Administrative, Cultural and Institutional) in its entirety with the following:

The Regional District acknowledges the critical scientific and economic importance of DRAO, and recognizes its sensitivity to Radio Frequency Interference (RFI) that may result from development and human activity outside of DRAO lands (property of the National Research Council of Canada and associated land reserves established by BC for Observatory purposes) but within the designated RFI area described below.

- ii) replacing Section 14.4.2.4 (DRAO Policies) under Section 14.0 (Administrative, Cultural and Institutional) in its entirety with the following:
 - .4 Will continue supporting and working with DRAO staff to:
 - a) help inform current and prospective residents about their properties being located within, or near, a designated RFI area as shown on Schedule 'C' (Dominion Radio Astrophysical Observatory RFI Area);
 - b) inform current and prospective owners about RFI impacts on this major scientific facility; and
 - c) educate current and prospective residents on how to prevent and minimize uses with a risk of RFI impact.
- 5. The "Regional District Okanagan-Similkameen Electoral Area "D" Zoning Bylaw No. 2457, 2008" is amended by:
 - i) replacing the definition of "home industry" under Section 4.0 (Definitions) in its entirety with the following:

"home industry" means an occupation or a commercial use that is accessory to the principal residential use of the parcel and may include manufacturing, processing, fabricating, assembling, storing, distributing, testing, servicing, or repairing of goods or materials including vehicle repair, maintenance and auto body shops, and other similar uses;

ii) replacing the definition of "home occupation" under Section 4.0 (Definitions) in its entirety with the following:

"home occupation" means an occupation or profession that is accessory to the principal residential use of a parcel and may include home offices; studios; home workshops, and other similar uses;

iii) replacing Section 7.17 (Home Occupations) under Section 7.0 (General Regulations) in its entirety with the following:

7.17 Home Occupations

The following regulations apply to home occupation uses where permitted as a use in this Bylaw:

.1 A home occupation shall not occupy more than 50% of the floor area of a principal dwelling unit or accessory building to a maximum of 50 m².

- .2 A home occupation shall be carried out within the principal dwelling unit, or in an accessory building where permitted in the particular zone, with no external storage of materials, containers or finished products.
- .3 No retail sales shall be permitted in a home occupation, except for:
 - a) goods produced or made on the premises;
 - b) telephone or internet sales or sales where the customer does not enter the premises;
 - c) mail order sales;
 - d) direct distributors where customers do not enter the premises; and
 - e) sale of products directly related to the home occupation.
- .4 No commercial vehicle, exceeding 1 tonne (1,000 kg) in vehicle weight, associated with or used in the conduct of a home occupation shall be parked or otherwise located outside of an unenclosed building.
- .5 Only persons residing in the principal dwelling unit may carry on the home occupation located on the parcel occupied by the principal dwelling unit.
- .6 A home occupation shall not generate traffic congestion or parking demand within the District and shall not produce a public offence or nuisance of any kind.
- .7 A home occupation shall not involve:
 - a) material or products that produce inflammable or explosive vapours or gases under ordinary temperatures;
 - b) the boarding, breeding and keeping of animals;
 - c) the salvage or repair of motor vehicles, boats, or other machinery as a commercial venture;
 - d) the assembly of more than four (4) persons for any artistic, educational, religious, therapeutic or similar activity; and
 - e) the salvage, repair or assembly of electronic devices as a commercial venture on lands situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xvi) replacing Section 7.18 (Home Industries) under Section 7.0 (General Regulations) in its entirety with the following:

7.18 Home Industries

The following regulations apply to home industry uses where permitted as a use in this Bylaw:

.1 No home industry shall be permitted on a parcel less than 2.0 hectares in size.

- .2 A home industry shall not involve the salvage or storage of derelict vehicles and equipment, used building or domestic products and similar discarded materials.
- .3 A home industry shall be carried on in the principal dwelling unit or within an accessory building.
- .4 A home industry shall not occupy more than 50% of the floor area of the principal dwelling unit. The gross floor area utilized for a home industry, including storage of materials, commodities or finished products associated with the home industry shall not exceed 200 m².
- .5 No retail sales of products other than the sale of goods produced, grown or assembled on the parcel shall be permitted.
- .6 Only persons residing in the principal dwelling unit may carry on the home industry located on the parcel, and up to two (2) non-resident employees may be on the parcel.
- .7 A home industry shall not be located on a parcel unless a principal dwelling unit already exists or is being constructed simultaneously, on the same parcel.
- .8 No nuisance from noise, vibration, smoke, dust, odours, heat, glare, disturbance shall be produced by the home industry and, at all times, the privacy and enjoyment of adjacent dwellings shall be preserved and the home industry shall not adversely affect the character of the area.
- .9 A home industry shall not generate any pedestrian or vehicular traffic or parking in excess of that which is generally characteristic of the area within which it is located.
- .10 A home industry shall not involve:
 - a) wrecking, salvage or storage of derelict vehicles and equipment;
 - b) salvage or storage of used building or domestic products and similar discarded materials;
 - c) manufacture of concrete products;
 - d) bulk fuel or chemical storage or refining depots;
 - e) animal or agriculture products processing;
 - f) the production of animal feeds; and
 - g) the salvage, repair or assembly of electronic devices, motor vehicles, boats, or other machinery as a commercial venture on lands situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.

iv) replacing Section 7.27 (Astrophysical Observatory Electromagnetic Interference) under Section 7.0 (General Regulations) in its entirety with the following:

7.27 Dominion Radio Astrophysical Observatory Radio Frequency Interference Area

The lands shown hatched on Schedule '3' are designated as a "Radio Frequency Interference Area" and include lands:

- a) directly within the line-of-sight of the existing Dominion Radio Astrophysical Observatory telescopes;
- b) within 61.0 metres of Section 7.26(a); and
- c) within 2.5 km of the astrophysical observatory facility.
- v) replacing Section 10.1.3 (Minimum Parcel Size) under Section 10.1 (Resource Area Zone) in its entirety with the following:

10.1.3 Minimum Parcel Size:

- a) 20.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw; or
- c) where the Agricultural Land Commission permits a subdivision under its homesite severance policy, there shall be no minimum parcel size.
- vi) adding a new sub-section 10.1.5(d) under Section 10.1 (Resource Area Zone) to read as follows:
 - d) despite Sections 10.1.5(b) & (c), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- vii) replacing Section 10.2.3 (Minimum Parcel Size) under Section 10.2 (Agriculture One Zone) in its entirety with the following:

10.2.3 Minimum Parcel Size:

- a) 4.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw; or
- c) where the Agricultural Land Commission permits a subdivision under its homesite severance policy, there shall be no minimum parcel size.
- viii) adding a new sub-section 10.2.5(d) under Section 10.2 (Agriculture One Zone) to read as follows:

- d) despite Sections 10.2.5(b) & (c), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- ix) replacing Section 10.3.3 (Minimum Parcel Size) under Section 10.3 (Agriculture Three Zone) in its entirety with the following:
 - 10.3.3 Minimum Parcel Size:
 - a) 20.0 ha; or
 - b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw; or
 - c) where the Agricultural Land Commission permits a subdivision under its homesite severance policy, there shall be no minimum parcel size.
- x) adding a new sub-section 10.3.5(d) under Section 10.3 (Agriculture Three Zone) to read as follows:
 - d) despite Sections 10.3.5(b) & (c), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- xi) replacing Section 10.4.3 (Minimum Parcel Size) under Section 10.4 (Large Holdings One Zone) in its entirety with the following:

10.4.3 Minimum Parcel Size:

- a) 4.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xii) adding a new sub-section 10.4.5(d) under Section 10.4 (Large Holdings One Zone) to read as follows:
 - d) despite Sections 10.4.5(b) & (c), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- xiii) replacing Section 10.5.3 (Minimum Parcel Size) under Section 10.5 (Large Holdings Two Zone) in its entirety with the following:

10.5.3 Minimum Parcel Size:

a) 8.0 ha; or

- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xiv) adding a new sub-section 10.5.5(d) under Section 10.5 (Large Holdings Two Zone) to read as follows:
 - d) despite Sections 10.5.5(b) & (c), for parcels situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw, the maximum number of all secondary suites, accessory dwellings or mobile homes shall not exceed one (1).
- xv) replacing Section 10.6.3 (Minimum Parcel Size) under Section 10.6 (Small Holdings Two Zone) in its entirety with the following:

10.6.3 Minimum Parcel Size:

- a) 2.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xvi) replacing Section 10.7.3 (Minimum Parcel Size) under Section 10.7 (Small Holdings Three Zone) in its entirety with the following:

10.7.3 Minimum Parcel Size:

- a) 1.0 ha; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xvii) replacing Section 11.1.3 (Minimum Parcel Size) under Section 11.1 (Residential Single Family One Zone) in its entirety with the following:

11.1.3 Minimum Parcel Size:

- a) 500 m², subject to servicing requirements; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xviii) replacing Section 11.2.3 (Minimum Parcel Size) under Section 11.2 (Residential Single Family Two Zone) in its entirety with the following:

11.2.3 Minimum Parcel Size:

- a) 500 m^2 , subject to servicing requirements; or
- b) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.

xix) replacing Section 15.2.3 (Minimum Parcel Size) under Section 15.2 (Parks and Recreation Zone) in its entirety with the following:

15.2.3 Minimum Parcel Size:

- a) 60.0 ha when a parcel is situated within the "Radio Frequency Interference Area" as shown on Schedule '3' to this bylaw.
- xx) replacing Section 15.4 (Crown Research Area Zone) under Section 15.0 (Administrative and Open Space) in its entirety with the following:

15.4 CROWN RESEARCH AREA ZONE (CRA)

15.4.1 Permitted Uses:

Principal uses:

- a) agriculture, subject to Sections 7.23 and 7.24;
- b) radio astrophysical observatory;

Secondary uses:

- c) single detached dwelling; and
- d) accessory buildings and structures, subject to Section 7.13.

15.4.2 Site Specific Crown Research Area Zone (CRAs) Provisions:

a) see Section 16.24

15.4.3 Minimum Parcel Size:

a) 60.0 ha

15.4.4 Minimum Parcel Width:

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

15.4.5 Maximum Number of Dwellings Permitted Per Parcel:

a) one (1) single detached dwelling.

15.4.6 Minimum Setbacks:

- a) Buildings and structures:
 - i) Front parcel line: 15.0 metresii) Rear parcel line: 15.0 metresiii) Interior side parcel line: 15.0 metres

15.4.7 Maximum Height:

a) Not applicable

15.4.8 Maximum Parcel Coverage:

- a) Not applicable
- xxi) adding a new Schedule '3' (Dominion Radio Astrophysical Observatory Radio Frequency Interference Area) as shown on the attached Schedule 'C' (which forms part of this bylaw).

READ A FIRST AND SECOND TIME this 2nd day of November, 2017.

PUBLIC HEARING HELD this 7th day of December, 2017.

READ A THIRD TIME this _____ day of _____, 2017.

I hereby certify the foregoing to be a true and correct copy of the "Dominion Radio Astrophysical Observatory Official Community Plan and Zoning Amendment Bylaw No. 2777, 2017" as read a Third time by the Regional Board on this ____day of ____, 2017.

Dated at Penticton, BC this ____ day of _____, 2017.

Corporate Officer

Approved pursuant to Section 52(3) of the *Transportation Act* this <u>day of</u>, 2017.

For the Minister of Transportation & Infrastructure

ADOPTED this _____ day of _____, 2018.

Board Chair

Chief Administrative Officer

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>



Amendment Bylaw No. 2777, 2017

Project No: X2017.072-ZONE

Schedule 'A'

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>



Amendment Bylaw No. 2777, 2017

Project No: X2017.072-ZONE

Schedule 'B'

Electoral Area "C" Zoning Bylaw No. 2453, 2008

Schedule '3' (Dominion Radio Astrophysical Observatory Radio Frequency Interference Area)

Regional District of Okanagan-Similkameen

101 Martin St, Penticton, BC, V2A-5J9 Telephone: 250-492-0237 Email: <u>info@rdos.bc.ca</u>



Amendment Bylaw No. 2777, 2017

Project No: X2017.072-ZONE

Schedule 'C'

Electoral Area "D" Zoning Bylaw No. 2457, 2008

Schedule '3' (Dominion Radio Astrophysical Observatory Radio Frequency Interference Area)





Dominion Radio Astrophysical Observatory (DRAO) – Radio Frequency Interference (RFI) Area









ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Zoning Bylaw Amendment – Electoral Area "C"

Administrative Recommendation:

THAT Bylaw No. 2453.32, 2017, Electoral Area "C" Zoning Amendment Bylaw be adopted.

Purpose:	To allow for the development of indoor self storage up to 728.3 m ² and formalize an existing duplex			
Owner:	Avro Oil Ltd	Applicant: Terry Feeny	<u>Folio</u> : C-01139.000	
<u>Civic</u> :	8332 Gallagher Lake Frontage Road	Legal: Lot 5, District Lot 28s, SDYD, Plan 11959		
<u>OCP</u> :	Commercial (C)	Zoning: Tourist Commercial One (CT1)		
Proposed Zoning: General Commercial Site Specific (C1s)				

Proposed Development:

This application proposes to develop an indoor self storage facility consisting of three buildings with a total of 728.3 m² in area. The application also proposes to formalize an existing duplex at the rear of the subject property.

Background:

At its meeting of September 19, 2017, the Electoral Area "C" Advisory Planning Commission (APC) was scheduled to consider the proposed amendments but failed to achieve a quorum.

A Public Information Meeting was held ahead of the APC meeting on September 19, 2017, and was attended by approximately 22 members of the public (14 of whom were attending for this proposal, and the remaining 8 for a separate rezoning application).

At its meeting of October 5, 2017, the Regional District Board resolved to approve first and second reading of the amendment bylaw.

A public hearing was held on November 7, 2017, at which five (5) members of the public were present.

At its meeting of November 16, 2017, the Regional Board resolved to give third reading of the amendment bylaw.

Ministry of Transportation and Infrastructure (MOTI) approval was received on November 20, 2017.

All comments received through the public process, including APC minutes, are compiled and included as a separate item on the Board Agenda.

Alternative:



THAT the Board of Directors rescind first, second and third reading of Amendment Bylaw No. 2453.32, 2017, and abandon the bylaw.

Respectfully submitted

Endorsed by:

ERiechert

E. Riechert, Planner

C. Garrish, Planning Supervisor

Endorsed by:

B. Dollevoet, Dev. Services Manager

BYLAW NO. 2453.32

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2453.32, 2017

A Bylaw to amend the Electoral Area "C" Zoning Bylaw No. 2453, 2008

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

- 1. This Bylaw may be cited for all purposes as the "Electoral Area "C" Zoning Amendment Bylaw No. 2453.32, 2017."
- The Official Zoning Map, being Schedule '2' of the Electoral Area "C" Zoning Bylaw No. 2453, 2008, is amended by changing the land use designation on the land described as Lot 5, Plan 11959, District Lot 28s, SDYD, and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Tourist Commercial One (CT1) to General Commercial Site Specific (C1s).
- 3. The "Electoral Area "C" Zoning Bylaw No. 2453, 2008" is amended by:
 - i) replacing Section 16.15.2 under "Site Specific General Commercial (C1s) Provisions" with the following:
 - 1. In the case of land described as Lot 5, Plan 11959, District Lot 28s, SDYD, and shown shaded yellow on Figure 16.15.2:
 - a) despite Section 13.1.1(f), the maximum gross floor area of an indoor commercial warehousing use shall not exceed 728.3 m²; and
 - b) despite Section 13.1.5(m), one duplex residential unit with a total floor area of no more than 230 m² is permitted.



READ A FIRST AND SECOND TIME this 5th day of October, 2017.

PUBLIC HEARING held on this 7th day of November, 2017.

READ A THIRD TIME this 16th day of November, 2017.

Approved pursuant to Section 52(3) of the *Transportation Act* this 20th day of November, 2017.

AND ADOPTED 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: <u>info@rdos.bc.ca</u>



Amendment Bylaw No. 2453.32, 2017

File No. C2017.099-ZONE





ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Community Emergency Preparedness Fund – Emergency Support Services (ESS)

Administrative Recommendation:

THAT the Board of Directors support the application to the Community Emergency Preparedness Fund - Emergency Support Services Application.

Purpose:

To secure Provincial funding for building capacity within the Emergency Support Services (ESS) function of the RDOS Emergency Management Program.

Reference:

RDOS Application to CEPF – ESS Fund

Business Plan Objective: Key Success Driver 3.0: Build a Sustainable Community

Background:

Emergency Support Services play a critical role in supporting evacuees due to flood, fire, earthquakes and other emergencies. ESS provides necessary social services for up to 72 hours, and may include food, lodging, emotional support, information about the crisis, and family reunification. Special services like first aid, child minding, pet care and transportation may also be provided under ESS.

The CEPF – ESS Program is intended to support eligible applicants to build local capacity to provide emergency social services through training, volunteer recruitment and retention, and the purchase of equipment. Ongoing operational costs are not eligible.

The 2017 Emergency Response season drew attention to the need to build capacity within the ESS Function of the RDOS Emergency Management Program. Staff have prepared the application to the Community Emergency Preparedness Fund – ESS Program, requesting the amount of \$25,000 to support capacity building efforts insofar as the recruitment, training, and retention of ESS volunteers, leadership meetings, and the creation of eight mobile ESS stations to be distributed in each Electoral Area. The CEPF Fund can support up to 100% of eligible expenses. RDOS

Https://Portal.Rdos.Bc.Ca/Departments/Officeofthecao/Boardreports/2017/20171207/Boardreports/C.1. 20171207 CEPF ESS Grant Application Board Report.Docx File No: Click here to enter text.



contributions noted within the application refer to amounts already included within the 2018 budget.

Alternatives:

The Board of Directors could choose not to support the application towards the Community Emergency Preparedness Fund.

Communication Strategy: If the application is approved by the Board and is successful in obtaining funding, the news will be released via press release on the RDOS website and social media outlets.

Respectfully submitted:

"Brandy Maslowski"

B. Maslowski, Emergency Services Supervisor



ADMINISTRATIVE REPORT

TO: Board of Directors

	×
RE:	Rural Dividend for The Design and Enhancement of Area "D" Boat Launches
DATE:	December 7, 2017
FROM:	B. Newell, Chief Administrative Officer

Administrative Recommendation:

THAT the Board of Directors support the application to the Rural Dividend Funding Program for the design and enhancement of the Skaha Lake Boat Launches in Area "D".

Background:

The Provincial Rural Dividend grant program (fourth intake – Dec 15) is available through the Ministry of Forestry, Lands and Natural Resources Operations. The Rural Dividend program contributes to the strength and sustainability of small rural communities, making them more attractive places to live, work and recreate. The program goals match those of the RDOS Strategic Plan surrounding KSD 3 – Build a Sustainable Community.

The public boat launches in Okanagan Falls and Kaleden are in high demand (9 months of the year) by residents and the visitors. Both boat launches have issues with access, parking, and condition of infrastructure. Many community members and the two Area "D" Parks and Recreation Commissions recognize the importance of the boat launches for residents and visitors. As such both the Okanagan Falls and Kaleden parks service areas have allotted funding in the 2018 budget to improve their respective boat launches.

The primary scope of the project will include infrastructure assessments, engineered designs, environmental reports required for permitting. A small portion of the scope will be for the improvement of infrastructure, primarily focused on replacement of the Okanagan Falls boat launch dock which was removed this year due to safety concerns.

Financial:

The estimated cost for the project is \$75,000. For the single applicant funding stream (maximum \$100,000) supporting community-driven projects applicants must contribute 20% of the total project cost, with a maximum 25% of the funding to be spent on infrastructure. Both the Okanagan Falls and Kaleden Parks commission have designated capital fund in their respective budget for the RDOS contribution.

Https://Portal.Rdos.Bc.Ca/Departments/Officeofthecao/Boardreports/2017/20171207/Boardreports/D.1. Rural Dividend Design And Enhancement Of Area D Boat Launches.Docx File No: Click here to enter text.



Alternative: The Board of Directors could choose not to support the Rural Dividend Grant Application. Respectfully submitted:

"Shona Schleppe"

S. Schleppe, Area "D" Rural Services Manager

Https://Portal.Rdos.Bc.Ca/Departments/Officeofthecao/Boardreports/2017/20171207/Boardreports/D.1. Rural Dividend Design And Enhancement Of Area D Boat Launches.Docx File No: Click here to enter text.



ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Rural Projects Area A 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 \$10,000 for the Rural Projects Area A to fund the pickelball court upgrade in Osoyoos.

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 2017 Budget deliberations, the Area A Director committed \$10,000 Gas Tax Funding to go towards the Pickelball Court in Osoyoos, however this project was never included in the 2017-2021 Five Year Financial Plan. After other 2017 commitments there is still more than enough funds to cover this project.

Respectfully submitted:

"Maureen Hayter"

M. Hayter, Finance Manager



ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Fire Service Area Amendment Bylaws

Administrative Recommendation:

THAT the following bylaws be given first, second and third reading and be forwarded to the Inspector of Municipalities for approval prior to adoption by the Board of Directors:

- Anarchist Mountain Fire Protection Service Establishment Amendment Bylaw No. 2334.01, 2017
- Kaleden Fire Department Fire Protection Local Service Establishment Amendment Bylaw No. 1238.01, 2017
- Keremeos Fire Protection Service Establishment Amendment Bylaw No. 2178.04, 2017
- Naramata Fire Prevention and Suppression Local Service Establishment Amendment Bylaw No. 1619.01, 2017
- Okanagan Falls Fire Protection Service Establishment Amendment Bylaw No. 1310.02, 2017
- Tulameen Fire Prevention and Suppression Local Service Establishment Amendment Bylaw No. 1574.01, 2017
- Willowbrook Fire Protection Local Service Establishment Amendment Bylaw No. 1388.01, 2017

Purpose:

Amending the service establishment bylaws ensures that the bylaws remain compliant with the services being provided in each of the fire service areas.

Reference:

- Anarchist Mountain Fire Protection Service Establishment Bylaw No. 2334, 2005
- Kaleden Fire Department Fire Protection Local Service Establishment Bylaw No. 1238, 1991
- Keremeos Fire Protection Service Establishment Bylaw No. 2178, 2002
- Naramata Fire Prevention and Suppression Local Service Establishment Bylaw No. 1619, 1995
- Okanagan Falls Fire Protection Service Establishment Bylaw No. 1310, 1992
- Tulameen Fire Prevention and Suppression Local Service Establishment Bylaw No. 1574, 1995
- Willowbrook Fire Protection Local Service Establishment Amendment Bylaw No. 1388, 1993

Background:

The 2017 Fire Services Master Plan introduced to the Board on September 7, 2017, contained more than 25 recommendations, including one that 'the RDOS undertake a review of each Department's service establishment bylawS with a particular focus on the service authorization language and



maximum taxation amount. Consideration also should be given to including reference to each Department's right to provide mutual or automatic aid, subject to any agreements, policies or other bylaws of the RDOS'. It was also recommended that the bylaws be updated to incorporate broader cost recovery language.

Analysis:

An amendment bylaw for each of the seven services is now before the Board for first and second reading. Each Director representing the service areas under which their respective bylaw exists must consent to the amendment of the existing bylaws, prior to obtaining approval of the Inspector of Municipalities.

The amendments introduce consistent wording with respect to scope of service, which allows for increased flexibility to each department to provide fire prevention and inspection services, fire suppression and other emergency responses, including mutual aid and/or automatic aid with other fire service areas as determined appropriate. Provision of these service must be in accordance with bylaw, board policy or agreement.

The amendments also provide a consistent statement for cost recovery methods, referencing the options contained within the *Local Government Act.*

As increases are expected to each Fire Service area budget as a result of the changes to the Fire Services Act, the limit of each bylaw was reviewed to ensure compliance. With the increased budget amounts projected, the limits for Okanagan Falls, Kaleden, Naramata, Anarchist Mountain will remain at existing tax rate. Keremeos, Coalmont and Willowbrook tax rates will require an increase.

It is not expected that the amendments will require public approval, due to the minor changes proposed; however, if such a process is required, it would be conducted early in 2018.

Once the amending bylaws are approved, the Manager of Legislative Services will, under the authority of the Regional District Bylaw Consolidation and Revision Bylaw, commence changes of a housekeeping nature, including incorporation of all amendments, revising references to outdated legislation, and other changes permitted under the Consolidation and Revisions bylaw.

Communication Strategy:

As the proposed amendments to the establishment bylaws are primarly housekeeping in nature, and the increase in financial limits will be reflected in budget discussions, a communication strategy is not contemplated.

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

Https://Portal.Rdos.Bc.Ca/Departments/Officeofthecao/Boardreports/2017/20171207/Boardreports/F.1. RPT Fire Services Bylaws.Docx Page 2 of 2

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN BYLAW NO. 2334.01, 2017

A bylaw to amend the Anarchist Mountain Fire Protection Service Establishment Bylaw

WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend Anarchist Mountain Fire Protection Service Establishment Bylaw No. 2334, 2005;

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

1.0 <u>CITATION</u>

1.1 This bylaw may be cited for all purposes as the "Anarchist Mountain Fire Protection Service Establishment Amendment Bylaw No. 2334.01, 2018".

2.0 AMENDMENT OF SERVICE

2.1 Section 1 of Bylaw No. 2334 is hereby repealed and replaced with:

The Regional District hereby establishes a service to provide fire prevention and inspection services, and fire suppression and other emergency responses, including mutual aid and/or automatic aid with other fire service areas, subject in each case to bylaw, Board policy and/or agreements with other persons or entities as considered appropriate or necessary by the Board of Directors.

2.2 Section 4 of Bylaw No. 2334 is hereby repealed and replaced with:

As provided in the *Local Government Act*, the annual costs of the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 3 [Requisition and Tax Collection];
- (b) subject to subsection (2) of section 378, parcel taxes imposed in accordance with Division 3;
- (c) fees and charges imposed under section 397 [imposition of fees and charges];
- (d) revenues raised by other means authorized under this or another Act;
- (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.
- 2.3 Section 5 of Bylaw No. 2334 is hereby repealed and replaced with:

The annual maximum amount that may be requisitioned for the cost of the service shall not exceed \$2.32 per \$1,000 of the net taxable value of land and improvements within the service area.

READ A FIRST, SECOND AND THIRD TIME this day of,
DIRECTOR CONSENT OBTAINED this day of,,
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of,,
ADOPTED this day of,,,
Board Chair Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this _____ day of _____, ____.

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2334, 2005

A bylaw to provide for the establishment and operation of the Anarchist Mountain Fire Protection Service

WHEREAS the Regional District of Okanagan-Similkameen wishes to establish under Section 800(1) of the *Local Government Act* and operate a fire protection service for a portion of Electoral Area 'A' of the Regional District of Okanagan-Similkameen;

AND WHEREAS the approval of the electors in the participating area under Section 801(1)(b) of the *Local Government Act* for the service established by this bylaw has been given by assent of the electors in accordance with Sections 801(2)(a) and 801.2 of the *Local Government Act;*

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

1. ESTABLISHMENT OF THE SERVICE

The Regional District of Okanagan-Similkameen hereby establishes a service for fire prevention and suppression, to be known as the Anarchist Mountain Fire Protection Service, and without limiting the generality of the foregoing, is empowered and authorized to do all things necessary including obtaining required permits and licenses, employing staff, purchasing equipment and fire prevention and suppression materials, and entering into contracts for the purposes of the service.

2. BOUNDARIES OF THE SERVICE AREA

The boundaries of the Anarchist Mountain Fire Protection Service Area contain the portion of Electoral Area 'A' of the Regional District of Okanagan-Similkameen shaded on <u>Schedule 'A'</u> attached to and forming part of this bylaw.

3. PARTICIPATING AREA

Electoral Area 'A' of the Regional District of Okanagan-Similkameen includes the participating area for the Anarchist Mountain Fire Protection Service.

4. <u>COST RECOVERY METHOD</u>

The annual costs for the Anarchist Mountain Fire Protection Service shall be recovered pursuant to Sections 803.(1)(a), (b), and (c) of the *Local Government Act* as follows:

- (a) by the requisition of money in the Anarchist Mountain Fire Protection Service Area established by this bylaw, to be collected by a property value tax on the net taxable value of land and improvements within the service area, to be levied and collected in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
- (b) by the requisition of money in the Anarchist Mountain Fire Protection Service Area established by this bylaw, to be collected by a parcel tax, to be levied and collected in accordance with Division 4.3 of Part 24 of the *Local Government Act;*
- (c) by the imposition of fees or other charges that may be fixed by separate bylaw for the purpose of recovering those costs; or
- (d) by a combination of one or more of a, b, and c above.

5. <u>LIMIT</u>

The annual maximum amount that may be requisitioned under Division 4.3 of Part 24 of the *Local Government Act* for the Anarchist Mountain Fire Protection Service is \$65,000 or \$2.32 cents per thousand dollars of net taxable value of land and improvements in the Anarchist Mountain Fire Protection Service Area.

6. <u>CITATION</u>

This bylaw shall be cited for all purposes as the "Anarchist Mountain Fire Protection Service Establishment Bylaw No. 2334, 2005."

READ A FIRST TIME, SECOND AND THIRD TIME this 31st day of March, 2005.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 16th day of May, 2005.

RECEIVED ASSENT OF THE ELECTOR THROUGH REFERENDUM this 9^{th} day of July, 2005

ADOPTED this 21st day of July, 2005.

Chief Administrative Officer

Chail



2.4 ÷ 0.8 0.4

3.2 3.2

Legend 💮 💭 💭 💭 💭 💭 💭 🗾 Town Boundary

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN BYLAW NO. 1238.01, 2017

A bylaw to amend the Kaleden Fire Department Fire Protection Local Service Establishment Bylaw

WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend **Kaleden Fire Department Fire Protection Local Service Establishment Bylaw No. 1238, 1991**;

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

1.0 <u>CITATION</u>

1.1 This bylaw may be cited for all purposes as the "Kaleden Fire Department Fire Protection Local Service Establishment Amendment Bylaw No. 1238.01, 2017".

2.0 AMENDMENT OF SERVICE

2.1 Section 1 of Bylaw No. 1238 is hereby repealed and replaced with:

The Regional District hereby establishes a service to provide fire prevention and inspection services, and fire suppression and other emergency responses, including mutual aid and/or automatic aid with other fire service areas, subject in each case to bylaw, Board policy and/or agreements with other persons or entities as considered appropriate or necessary by the Board of Directors.

2.2 Section 4 of Bylaw No. 1238 is hereby repealed and replaced with:

As provided in the *Local Government Act*, the annual costs of the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 3 [Requisition and Tax Collection];
- (b) subject to subsection (2) of section 378, parcel taxes imposed in accordance with Division 3;
- (c) fees and charges imposed under section 397 [imposition of fees and charges];
- (d) revenues raised by other means authorized under this or another Act;
- (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.

2.3 Section 5 of Bylaw No. 1238 is hereby repealed and replaced with:

The annual maximum amount that may be requisitioned for the cost of the service shall not exceed \$2.49 per \$1,000 of the net taxable value of land and improvements within the service area.

2.4 Deleting section 6 (no title) and section 7 (no title) and renumbering section 8 (no title) to read 6 - CITATION

READ A FIRST, SECOND AND THIRD TIME this	_ day of,,,
--	-------------

DIRECTOR CONSENT OBTAINED this	day of,,
--------------------------------	----------

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this ____ day of _____, ____.

ADOPTED this ____ day of _____, ____, ____,

Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this _____ day of ______, ____.

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 1238, 1991

A bylaw to convert and expand the Kaleden fire protection specified area to a local service area within a portion of Electoral Area 'D'.

WHEREAS under Section 767(4) of the <u>Municipal Act</u>, a Regional District exercising a power to provide a service other than a general service is required to adopt a bylaw respecting that service which:

- a) meets the requirements of Section 794 for an establishing bylaw, and
- b) is adopted in accordance with the requirement of Section 802 as if it were a bylaw amending an establishing bylaw.

AND WHEREAS the Regional Board of the Regional District of Okanagan-Similkameen established by Bylaw No. 138, 1972 cited as "Specified Area D4 Fire Protection Bylaw No. 138, 1972", a specified area for the provision of fire protection within a portion of Electoral Area 'D'.

AND WHEREAS the Regional Board of the Regional District of Okanagan-Similkameen wishes to expand and convert the aforesaid specified area to a local service;

AND WHEREAS the Regional Board of the Regional District of Okanagan-Similkameen has been requested to expand and establish a local service for the purpose of providing fire protection and emergency services for a portion of Electoral Area 'D'.

AND WHEREAS the Regional Board has received a sufficient petition under Section 801 of the <u>Municipal Act</u> requesting the expansion and establishment of the local service for fire protection and emergency services and has waived the assent requirement.

AND WHEREAS the Director of Electoral Area 'D' has consented, in writing, to the adoption of this bylaw.

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

BYLAW NO. 1238, 1991

1. <u>THE SERVICE</u>

40

The fire protection, suppression specified area created under Bylaw No. 138, cited as the "Specified Area D4 Fire Protection Bylaw No. 138, 1972" is hereby established as a local service for a portion of Electoral Area 'D'.

2. **BOUNDARIES OF THE SERVICE AREA**

The boundaries of the local service area are the boundaries of a portion of Electoral Area 'D' as outlined on the attached Schedule 'A' forming and being a part of the bylaw.

3. <u>PARTICIPATING AREA</u>

Electoral Area 'D' as outlined on attached Schedule 'A' includes the participating area.

4. <u>COST RECOVERY METHOD</u>

The annual costs shall be recovered by requisition of monies to be collected by a property value tax on all lands and improvements for regional hospital purposes, within the service area.

5. <u>LIMIT</u>

The maximum amount that may be requisitioned under Section 804(1) of the <u>Municipal Act</u> for the service shall not exceed the greater of \$101,000.00 or the yield of \$2.49 per \$1,000.00 of the net taxable value of land and improvements within the service area.

BYLAW NO. 1238, 1991

- 6. The fire protection and emergency service established by this bylaw shall carry out fire protection and emergency activities within the service area including but not limited to:
 - a) fire suppression and prevention;
 - b) pre-fire planning;
 - c) fire investigation;
 - d) public education and information;
 - e) training or other staff development and advising;
 - f) rescue;

- g) disaster planning.
- 7. The Regional Board of the Regional District of Okanagan-Similkameen is hereby authorized to enter into mutual aid agreements respecting the use of equipment and personnel to provide assistance inside or outside of the service area, to the specific class of circumstances set out in Clause 6 of this bylaw, that may cause harm to persons and property.
- 8. This bylaw may be cited as the <u>"Kaleden Fire Department Fire Protection Local</u> Service Establishment Bylaw No. 1238, 1991".

BYLAW NO. 1238, 1991

READ A FIRST TIME	this	20th	day of	June, 1991.
READ A SECOND TIME	this	20th	day of	June, 1991.
RE-READ A THIRD TIME	this	15th	day of	August, 1991.

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1238, 1991 of the Regional District of Okanagan-Similkameen cited as the "Kaleden Fire Department Fire Protection Local Service Establishment Bylaw No. 1238, 1991" as re-read a third time by the Regional Board on the 15th day of August, 1991.

Dated at Penticton, B.C. this 22nd

day of August, 1991.

17

Administrator/Secretary-Treasurer

Received the approval of the Inspector of Municipalities this 10^{4h} day of September, 1991.

RECONSIDERED, PASSED AND FINALLY ADOPTED this 12th day of September, 1991.

Chairman

.

Administrator/Secretary-Treasurer

Filed with the Inspector of Municipalities this 16^{4h} day of September, 1991.



Ň

· · · ·





-....

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN BYLAW NO. 2178.04, 2017

A bylaw to amend the Keremeos Fire Protection Service Establishment Bylaw

WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend **Keremeos Fire Protection Service Establishment Bylaw No. 2178, 2003**;

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

1.0 <u>CITATION</u>

1.1 This bylaw may be cited for all purposes as the "Keremeos Fire Protection Service Establishment Amendment Bylaw No. 2178.04, 2017".

2.0 AMENDMENT OF SERVICE

2.1 Section 1 of Bylaw No.2178 is hereby repealed and replaced with:

The Regional District hereby establishes a service to provide fire prevention and inspection services, and fire suppression and other emergency responses, including mutual aid and/or automatic aid with other fire service areas, subject in each case to bylaw, Board policy and/or agreements with other persons or entities as considered appropriate or necessary by the Board of Directors.

2.2 Section 2 of Bylaw No. 2178 is hereby repealed and replaced with:

The boundaries of the service area are

- a. the boundaries of the Village of Keremeos
- b. a portion of Electoral Area "B", as defined on the map in Schedule 1 attached to this bylaw
- c. a portion of Electoral Area "G", as defined on the map in Schedule 1 attached to this bylaw
- 2.3 Section 4 of Bylaw No. 2178 is hereby repealed and replaced with:

As provided in the *Local Government Act*, the annual costs of the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 3 [Requisition and Tax Collection];
- (b) subject to subsection (2) of section 378, parcel taxes imposed in accordance with Division 3;
- (c) fees and charges imposed under section 397 [imposition of fees and charges];
- (d) revenues raised by other means authorized under this or another Act;
- (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.

2.4 Section 6 of Bylaw No. 2178 is hereby repealed and replaced with:

The annual maximum amount that may be requisitioned for the cost of the service shall not exceed \$1.22 per \$1,000 of the net taxable value of land and improvements within the service area.

READ A FIRST, SECOND AND THIRD TIME this day of,,,
DIRECTOR CONSENT OBTAINED this day of,,,
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of,
ADOPTED this day of,,,
Board Chair Corporate Officer
FILED WITH THE INSPECTOR OF MUNICIPALITIES this day of,

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2178, 2002

A bylaw to convert the fire protection function provided and operated in the Village of Keremeos and defined areas of rural Keremeos and Cawston and amend the service area.

WHEREAS the Board of Directors (the "Board") of the Regional District of Okanagan-Similkameen (the "Regional District") may, under section 774.2 *[continuation of regional district services]* of the *Local Government Act*, adopt a bylaw to convert a continued service that it exercises a power to provide to a service provided under the authority of an establishing bylaw;

AND WHEREAS the Board may also, under section 774.2 of the *Local Government Act*, amend by the same bylaw the power to the extent that it could if the power were in fact exercised under the authority of an establishing bylaw;

AND WHEREAS the Provincial government, by order in council no. 677/66, incorporated the Regional District by letters patent on March 4, 1966 that enabled it authorize, by Bylaw No. 86, 1969, the provision of fire protection to a specified area comprising benefiting areas of Electoral Areas B and G;

AND WHEREAS the Provincial government, by order in council no. 893/76, issued supplementary letters patent to the Regional District on March 16, 1976 according to which The Corporation of the Village of Keremeos ("Keremeos") and defined areas of Electoral Areas B and G participate and share in the cost of providing fire protection facilities;

AND WHEREAS the Provincial government, by order in council no. 3026/79, issued supplementary letters patent to the Regional District on December 6, 1979 that amended the defined area of Electoral Area G;

AND WHEREAS the owners of the parcels outlined in heavy black on the schedule have asked the Regional District in writing to include the parcels in the defined area of Electoral Area G;

AND WHEREAS the Board must adopt a bylaw under section 774.2 of the *Local Government Act* in relation to a continued service if any changes are made to a service area;

AND WHEREAS a bylaw adopted under section 774.2 of the *Local Government Act* must meet the requirements of section 800.1 *[required content]* for an establishing bylaw, must be adopted in accordance with section 802 *[amendment or repeal or establishing bylaw]* as if it were a bylaw amending an establishing bylaw, and is considered to be an establishing bylaw for the service in respect of which it is adopted;

AND WHEREAS Keremeos' council and the directors for Electoral Areas B and G have consented in accordance with the *Local Government Act* to amending the service area;

NOW THEREFORE the Board of the Regional District, in open meeting assembled, **ENACTS** as follows:

1. <u>CONVERSION OF THE SERVICE</u>

(1) The function of providing and operating fire protection facilities in Keremeos and defined areas of Electoral Areas B and G that the Board is empowered and continues to undertake under the supplementary letters patent that the Provincial government, by order in council no. 893/76, issued to the Regional District on March 16, 1976 is converted to the Keremeos Fire Protection Service (the "service").

(2) The Board may operate the service in the Keremeos Fire Protection Service Area (the "service area") and, without limitation, enter into a contract with a third party to implement the service.

2. <u>SERVICE AREA</u>

The boundaries of the service area are the boundaries of:

- (a) Keremeos;
- (b) the area of Electoral Area B defined in paragraph 1 of Division XXXIII Fire Protection of the supplementary letters patent that the Provincial government, by order in council no. 893/76, issued to the Regional District on March 16, 1976; and
- (c) the area of Electoral Area G defined in paragraph 1 of the supplementary letters patent that the Provincial government, by order in council no. 3026/79, issued to the Regional District on December 6, 1979;

and are amended to include the parcels outlined in heavy black on the schedule.

3. PARTICIPATING AREAS

Keremeos and Electoral Areas B and G include participating areas for the service.

4. METHOD OF COST RECOVERY

(1) In Keremeos, the annual costs of the service are to be recovered by a requisition under section 805 of the *Local Government Act*.

(2) The amount requisitioned from Keremeos must be collected by a property value tax imposed in accordance with section 805.1 of the *Local Government Act* on the basis of the net taxable value of land and improvements.

(3) In the electoral participating areas, the annual costs of the service are to be recovered by a requisition under section 806 of the *Local Government Act*.

(4) The amount requisitioned from each electoral participating area must be collected by a property value tax imposed in accordance with section 806.1 of the *Local Government Act* on the basis of the net taxable value of land and improvements.

5. <u>APPORTIONMENT</u>

The annual costs of the service must be apportioned in the service area on the basis of the converted value of land and improvements.

6. <u>LIMIT</u>

The maximum amount that may be requisitioned annually for the service is \$175,000.00.

7. <u>REPEAL</u>

Bylaw No. 86, 1969, and amending Bylaw Nos. 159, 1972 and 454, 1979 are repealed.

8. <u>CITATION</u>

This bylaw may be cited as the Keremeos Fire Protection Service Establishment Bylaw No. 2178, 2002.

READ A FIRST, SECOND, AND THIRD TIME this 23rd day of January, 2003.

ELECTORAL AREA B DIRECTOR CONSENT OBTAINED this 23rd day of January, 2003.

ELECTORAL AREA G DIRECTOR CONSENT OBTAINED this 23rd day of January, 2003.

MUNICIPAL CONSENT OBTAINED this 3rd day of February, 2003.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 18th day of February, 2003

ADOPTED this 27th day of March, 2003.

Chair of the Board

Legislative Services Manager

FILED WITH THE INSPECTOR OF MUNICIPALITIES this day of

SCHEDULE



REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN BYLAW NO. 1619.01, 2017

A bylaw to amend the Naramata Fire Prevention and Suppression Local Service Establishment Bylaw

WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend Naramata Fire Prevention and Suppression Local Service Establishment Bylaw No. 1619, 1995;

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

1.0 <u>CITATION</u>

1.1 This bylaw may be cited for all purposes as the "Naramata Fire Prevention and Suppression Local Service Establishment Amendment Bylaw No. 1619.01, 2017".

2.0 AMENDMENT OF SERVICE

2.1 Section 2 of Bylaw No. 1619 is hereby repealed and replaced with:

The Regional District hereby establishes a service to provide fire prevention and inspection services, and fire suppression and other emergency responses, including mutual aid and/or automatic aid with other fire service areas, subject in each case to bylaw, Board policy and/or agreements with other persons or entities, as considered appropriate or necessary by the Board of Directors.

2.2 Section 5 of Bylaw No. 1619 is hereby repealed and replaced with:

As provided in the *Local Government Act*, the annual costs of the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 3 [Requisition and Tax Collection];
- (b) subject to subsection (2) of section 378, parcel taxes imposed in accordance with Division 3;
- (c) fees and charges imposed under section 397 [imposition of fees and charges];
- (d) revenues raised by other means authorized under this or another Act;
- (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.
- 2.3 Section 6 of Bylaw No. 1619 is hereby repealed and replaced with:

The annual maximum amount that may be requisitioned for the cost of the service shall not exceed \$1.47 per \$1,000 of the net taxable value of land and improvements within the service area.

READ A FIRST, SECOND AND THIRD TIME this day of,			
DIRECTOR CONSENT OBTAINED this day of,,			
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of,,			
ADOPTED this day of,			
Board Chair Corporate Officer			
FILED WITH THE INSPECTOR OF MUNICIPALITIES this day of,			

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 1619, 1995

A bylaw to transfer the Naramata fire protection service and to establish a local service for fire prevention and suppression in and for the community of Naramata, within a portion of Electoral Area 'E'.

WHEREAS by a public consultation process and by resolution of the Trustees of the Naramata Irrigation District dated June 29, 1995, the Regional District of Okanagan-Similkameen has been requested to accept the transfer of the Naramata fire protection service, as established by Naramata Irrigation District Bylaw No.410 adopted on December 5, 1990, such service commonly known as the "Naramata Fire Department";

AND WHEREAS by resolution dated July 20, 1995, the Board of Directors of the Regional District of Okanagan-Similkameen has accepted, in principle, the Naramata fire protection service as a local service of the Regional District;

AND WHEREAS pursuant to Section 788(1)(g) of the *Municipal Act*, the Regional District of Okanagan-Similkameen may, by bylaw, establish and operate as a local service, fire prevention and suppression and the provision of assistance in response to other classes of circumstances by bylaw that may cause harm to persons or property;

AND WHEREAS the Board of Directors of the Regional District of Okanagan-Similkameen wishes to proceed under section 794 of the *Municipal Act* to establish fire prevention and suppression as a local service for the Naramata Fire Prevention and Suppression Local Service Area in a portion of Electoral Area 'E' as outlined on Schedule 'A' attached to this bylaw;

AND WHEREAS the Province of British Columbia, pursuant to sections 826 and 773 of the *Municipal Act*, has enacted Order In Council No. 1219 dated September 28, 1995, to dissolve the Naramata Irrigation District and transfer all assets and liabilities of that body to the Regional District of Okanagan-Similkameen;

AND WHEREAS the Director of Electoral Area 'E' has consented in writing to the adoption of this bylaw;

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

ESTABLISHMENT OF LOCAL SERVICE

1.0 The Naramata Fire Prevention and Suppression Local Service is hereby established as a local service and shall be known as the "Naramata Fire Prevention and Suppression Local Service Area".

FIRE PREVENTION AND SUPPRESSION LOCAL SERVICE

2.0 The Board of Directors of the Regional District of Okanagan-Similkameen is empowered and authorized to provide fire prevention and suppression in and for the Naramata Fire Prevention and Suppression Local Service Area, and without limiting the generality of the foregoing, to enter into contracts with such authorities and companies as may be necessary or appropriate to implement the Naramata Fire Prevention and Suppression Local Service.

BOUNDARIES OF THE LOCAL SERVICE AREA

3.0 The boundaries of the Naramata Fire Prevention and Suppression Local Service Area are within a portion of Electoral Area 'E' as outlined on Schedule 'A' attached to and forming part of this bylaw.

PARTICIPATING AREA

4.0 The Naramata Fire Prevention and Suppression Local Service Area is located entirely within the boundaries of Electoral Area 'E'.

COST RECOVERY METHOD

5.0 The annual costs for the Naramata Fire Prevention and Suppression Local Service shall be recovered pursuant to sections 804(1)(a) of the *Municipal Act* by the requisition of money in the local service area as established by this bylaw, to be collected by a property value tax on the net taxable value of land and improvements within the local service area to be levied and collected under section 810.1(1) of the *Municipal Act*.

LIMIT

6.0 The maximum amount that may be requisitioned under section 804(1)(a) of the *Municipal Act* for the Naramata Fire Prevention and Suppression Local Service shall not exceed the greater of \$180,000 or the yield of \$1.47 per \$1,000 of the net taxable value of land and improvements.

CITATION

7.0 This bylaw may be cited for all purposes as the "<u>Naramata Fire Prevention and Suppression</u> Local Service Establishment Bylaw No. 1619, 1995". READ A FIRST, SECOND AND THIRD TIME this 16th day of November, 1995.

I hereby certify that this is a true and correct copy of the "**Naramata Fire Prevention and Suppression Local Service Establishment Bylaw No. 1619, 1995**", as read a third time by the Board of Directors of the Regional District of Okanagan-Similkameen, on the 16th day of November, 1995.

DATED this 16th day of November, 1995.

Administrator/Secretary

THE DIRECTOR OF ELECTORAL AREA 'E' has consented in writing to the adoption of this bylaw.

APPROVED BY THE INSPECTOR OF MUNICIPALITIESthis8 th day ofDecember, 1995.
RECONSIDERED, PASSED AND FINALLY ADOPTED this 12th day of <i>December</i> , 1995.
Chairman Administrator/Secretary
FILED WITH THE INSPECTOR OF MUNICIPALITIESthis21day ofDecember, 1995.
I hereby certify that this is a true and correct copy of the " <u>Naramata Fire Prevention and Suppression</u> <u>Local Service Establishment Bylaw No. 1619, 1995</u> ", as adopted by the Board of Directors of the Regional District of Okanagan-Similkameen, on the 14 th day of <i>December</i> , 1995.
DATED this 21 day of December, 1995.
Administrator/Secretary
Reviewed by: <u>"Vanessa Sutton"</u> EL/t/admin/bylaws/BL1619.95



Page 4 of 4 Bylaw No. 1619, 1995 Naramata Fire Prevention and Suppression Local Service Establishment Province of British Columbia



No.

Statutory Approbal

of the Municipal Act

I hereby approve Bylaw No. _______

the Regional District of Okanagan-Similkameen , a copy of

of which is attached hereto.

Dated this 8th day of Leember, 1995

Deputy Inspector of Municipalities

M28-2068
REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN BYLAW NO. 1310.02, 2017

A bylaw to amend the Okanagan Falls Fire Protection Service Establishment Bylaw

WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend **Okanagan Falls Fire Protection Service Establishment Bylaw No. 1310, 1992**;

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

1.0 <u>CITATION</u>

1.1 This bylaw may be cited for all purposes as the "Okanagan Falls Fire Protection Service Establishment Amendment Bylaw No. 1310.02, 2017".

2.0 AMENDMENT OF SERVICE

2.1 Section 1 of Bylaw No. 1310 is hereby repealed and replaced with:

The Regional District hereby establishes a service which may provide fire prevention and inspection services, and fire suppression and other emergency responses, including mutual aid and/or automatic aid with other fire service areas, subject in each case to bylaw, Board policy and/or agreements with other persons or entities as considered appropriate or necessary by the Board of Directors.

2.2 Section 4 of Bylaw No. 1310 is hereby repealed and replaced with:

As provided in the *Local Government Act*, the annual costs of the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 3 [Requisition and Tax Collection];
- (b) subject to subsection (2) of section 378, parcel taxes imposed in accordance with Division 3;
- (c) fees and charges imposed under section 397 [imposition of fees and charges];
- (d) revenues raised by other means authorized under this or another Act;
- (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.
- 2.3 Section 5 of Bylaw No. 1310 is hereby repealed and replaced with:

The annual maximum amount that may be requisitioned for the cost of the service shall not exceed \$1.15 per \$1,000 of the net taxable value of land and improvements within the service area.

READ A FIRST, SECOND AND THIRD TIME this day of,			
DIRECTOR CONSENT OBTAINED this day of,,,			
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of,,			
ADOPTED this day of,,,			
Board Chair Corporate Officer			
FILED WITH THE INSPECTOR OF MUNICIPALITIES this day of,,			

Bylaw No. 1310, 1992 Regional District of Okanagan-Similkameen Okanagan Falls Fire Protection Local Service Establishment Bylaw

Consolidated for convenience purposes. Includes all amendments to the text up to: September 21, 2006

Summary of Amendments

Bylaw No.	Adopted	Amendment	Purpose	
1385	April 15, 1993	Replace section 5	Increase requisition limit.	
1438	Sept. 15, 1994	Replace section 2	Extend the boundaries of	
			the local service area	
1310.01	310.01 Sept. 21, 2006 · Replace long title		Update references to	
		Replace "whereas"	Provincial legislation	
		clauses	<mark>. ?</mark>	
		Replace section 1	<mark>. ?</mark>	
		Amend section 3	<mark>. ?</mark>	
		Amend section 4		
		Amend section 5		
		Delete sections 6 & 7		
		Renumber section 8 as		
		new section 6		
		Amend new section 6		

BYLAW NO. 1310, 1992

A bylaw to establish a fire protection service in a portion of Electoral Area "D".¹.

WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen may establish a service for the provision of fire protection and emergency services, including the authority to provide inspection services in respect of compliance with the British Columbia Fire Code and conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire, in parts of the Regional District Okanagan-Similkameen pursuant to Sections 796 and 522 of the *Local Government Act*;

AND WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen considers it expedient to establish a service for the provision of fire protection and emergency services, including the authority to provide inspection services in respect of compliance with the British Columbia Fire Code and conditions that may cause a fire, increase the danger of a fire or increase the danger to persons or property from a fire, in parts of Electoral Area "D";

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

1. THE SERVICE

- (1) The Regional District Okanagan-Similkameen hereby establishes a service for the provision of fire protection and emergency services (the "Service").
- (2) The Service includes, but is not limited to, the provision of the following:
 - (a) fire prevention services;
 - (b) fire safety inspection services;
 - (c) pre-fire planning services;
 - (d) fire suppression services;
 - (e) fire investigation services;
 - (f) fire safety education and information services;
 - (g) emergency rescue services;
 - (h) disaster planning services.
- (3) The Board of the Regional District Okanagan-Similkameen is hereby empowered and authorized to do all things necessary for the purposes of the Service including, without limiting the generality of the foregoing, employing staff, remunerating volunteers, purchasing equipment, and entering into contracts (including mutual aid agreements with other local governments).

¹ Bylaw No. 1310.01, 2006 Okanagan Falls Fire Protection Local Service Establishment Amendment Bylaw, adopted September 21, 2006

2. **BOUNDARIES OF THE SERVICE AREA²**

The boundaries of the local service area are the boundaries of a portion of Electoral Area 'D' as outlined on the attached Schedule 'A' forming and being a part of the bylaw.

3. <u>PARTICIPATING AREA</u>

Electoral Area 'D' includes the participating area.

4. <u>COST RECOVERY METHOD</u>

The annual costs of the Service shall be recovered by requisition of money in the service area to be collected by a property value tax on the net taxable value of land and improvements within the service area to be levied and collected in accordance with Division 4.3 of Part 24 of the *Local Government Act*.

5. $\underline{\text{LIMIT}^3}$

The maximum amount that may be requisitioned under Section 806 of the *Local Government Act_* for the service shall not exceed the greater of \$171,576.00 or \$1.11/\$1,000.00 of assessment.

6. This bylaw may be cited as the <u>"Okanagan Falls Fire Protection Service Establishment Bylaw</u> <u>No. 1310, 1992"</u>.

Read a first time this 19th day of March, 1992 Read a second time this 19th day of March, 1992 Read a third time this 19th day of March, 1992

 ² Bylaw No. 1438, 1994 Okanagan Falls Fire Protection Local Service Amendment Bylaw, adopted September 15, 1994
 ³ Bylaw No. 1385, 1993 Regional District of Okanagan-Similkameen Okanagan Falls Fire Protection Local Service Amendment Bylaw, adopted April 15, 1993

I hereby certify that the foregoing is a true and correct copy of Bylaw No. **1310, 1992** of the Regional District of Okanagan-Similkameen cited as the <u>"Okanaean Falls Fire Protection</u> Local Service Establishment Bylaw No. **1310, 1992**" as read a third time by the Regional Board on the 19th day of March, 1992.

Dated at Penticton, B.C. this 19th day of

March, 1	992
X	A
(1	10 m
Administra	tor/Secretary-Treasurer

CONSENT ON BEHALF OF ELECTORS

The Director of Electoral Area 'D' has given written consent on behalf of the Electors of the proposed participating area.

APPROVED BY the Inspector of Municipalities this 15th day of April, 1992.

RECONSIDERED, PASSED AND FINALLY ADOPTED

this 16th day of April, 1992.

Chairman

Administrator Secretary-Treasurer

Filed with the Inspector of Municipalities this 10th day of June, 1992

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN BYLAW NO. 1574.01, 2017

A bylaw to amend the Tulameen Fire Prevention and Suppression Local Service Establishment Bylaw

WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend **Tulameen Fire Prevention and Suppression Local Service Establishment Bylaw No. 1574, 1995**;

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

1.0 <u>CITATION</u>

1.1 This bylaw may be cited for all purposes as the "**Tulameen Fire Prevention and Suppression Local Service Establishment Amendment Bylaw No. 2574.01, 2017**".

2.0 AMENDMENT OF SERVICE

2.1 Section 1 of Bylaw No. 1574 is hereby repealed and replaced with:

The Regional District hereby establishes a service to provide fire prevention and inspection services, and fire suppression and other emergency responses, including mutual aid and/or automatic aid with other fire service areas, subject in each case to bylaw, Board policy and/or agreements with other persons or entities as considered appropriate or necessary by the Board of Directors.

2.2 Section 4 of Bylaw No. 1574 is hereby repealed and replaced with:

As provided in the *Local Government Act*, the annual costs of the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 3 [Requisition and Tax Collection];
- (b) subject to subsection (2) of section 378, parcel taxes imposed in accordance with Division 3;
- (c) fees and charges imposed under section 397 [imposition of fees and charges];
- (d) revenues raised by other means authorized under this or another Act;
- (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.
- 2.3 Section 5 of Bylaw No. 1574 is hereby repealed and replaced with:

The annual maximum amount that may be requisitioned for the cost of the service shall not exceed \$1.71 per \$1,000 of the net taxable value of land and improvements within the service area.

READ A FIRST, SECOND AND THIRD TIME this day of,			
DIRECTOR CONSENT OBTAINED this day of,,			
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of,			
ADOPTED this day of,,,			
Board Chair Corporate Officer			
FILED WITH THE INSPECTOR OF MUNICIPALITIES this day of,,			

BYLAW NO. 1574, 1995

A bylaw to convert the H2 specified area established by Bylaw No. 859, 1985 to the Tulameen Fire Prevention and Suppression Local Service.

WHEREAS under Section 767(4) of the <u>Municipal Act</u>, a Regional District exercising a power to provide a service other than a general service, may adopt a bylaw respecting that service which converts the service to one exercised under the authority of a bylaw establishing the service and which:

- a) meets the requirements of Section 794 for a bylaw establishing the service, and
- b) is adopted in accordance with the requirement of Section 802 as if it were a bylaw amending a bylaw establishing a service.

AND WHEREAS Bylaw No. 859 cited as the **"H2 Specified Area Establishment and Loan Authorization Bylaw No. 859, 1985"** established a fire protection specified area in Electoral Area 'H' and authorized the borrowing of money for that purpose;

AND WHEREAS the Regional Board of the Regional District of Okanagan-Similkameen wishes to convert the H2 Specified Area, within Electoral Area 'H', to a local service for the purpose of providing a fire prevention and suppression local service;

AND WHEREAS the Director of Electoral Area 'H' has consented, in writing, to the adoption of this bylaw pursuant to Section 802(1)(b) of the <u>Municipal Act</u>:

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

1. ESTABLISHMENT OF LOCAL SERVICE

The H2 specified area established by Bylaw No. 859, cited as the "H2 Specified Area Establishment and Loan Authorization Bylaw No. 859, 1985", is established as the Tulameen Fire Prevention and Suppression Local Service.

The Regional Board of the Regional District of Okanagan-Similkameen, is empowered and authorized to provide a fire prevention and suppression local service for the Tulameen Fire Prevention and Suppression Local Service Area, and without limiting the generality of the foregoing, to enter into contracts with such authorities and companies as may be necessary or appropriate to implement the Tulameen Fire Prevention and Suppression Local Service.

2. BOUNDARIES OF THE SERVICE AREA

The boundaries of the Tulameen Fire Prevention and Suppression Local Service Area are outlined on Schedule 'A' attached to and forming part of this bylaw.

3. PARTICIPATING AREA

The Tulameen Fire Prevention and Suppression Local Service Area is located entirely within the boundaries of Electoral Area 'H'.

4. <u>COST RECOVERY METHOD</u>

The annual costs for the Tulameen Fire Prevention and Suppression Local Service shall be recovered by the requisition of money in the participating area under Section 806(4) of the <u>Municipal Act</u>, to be collected by a property value tax on the net taxable value of improvements only within the participating area to be levied and collected under Section 810.1(1).

5. <u>LIMIT</u>

.1}

The maximum amount that may be requisitioned under Section 804(1)(a) of the <u>Municipal Act</u> for the Tulameen Fire Prevention and Suppression Local Service shall not exceed the greater of \$23,000.00 or the yield of \$1.46 per \$1,000.00 of the net taxable value of improvements only.

6. <u>CITATION</u>

This bylaw may be cited for all purposes as the "**Tulameen Fire Prevention and** Suppression Local Service &tablishment Bylaw No.1574, 1995". **READ A FIRST, SECOND AND THIRD TIME** this 16th day of February, 1995.

The **DIRECTOR OF ELECTORAL AREA** 'H' has consented in writing to the adoption of this bylaw.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 13 day of Han > h. , 1995.



I hereby certify that this is a true and correct copy of the <u>"Tulameen Fire</u> <u>Prevention and Suppression Local</u> <u>Service Establishment Bylaw No.</u> <u>1574, 1995", as read a third time by the</u> <u>Regional Board of the Regional District</u> <u>of Okanagan-Similkameen, on the 16th</u> <u>day of February, 1995.</u>





I hereby certify that this is a true and correct copy of the <u>"Tulameen Fire</u> <u>Prevention and Suppression Local</u> <u>Service Establishment Bylaw No.</u> <u>1574, 1995", as adopted by the Regional</u> <u>Board of the Regional District of</u> Okanagan-Similka,meen, on the day of <u>Narcn</u>, 1995.



FILED WITH THE INSPECTOR OF MUNICIPALITIES

this

day of

A-v<::usf. , 1995.

Reviewed by: dgw/BY1574.00C

airman

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN BYLAW NO. 1388.01, 2017

A bylaw to amend the Willowbrook Fire Protection Local Service Establishment Bylaw

WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend Willowbrook Fire Protection Local Service Establishment Bylaw No. 1388, 1993;

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

1.0 <u>CITATION</u>

1.1 This bylaw may be cited for all purposes as the "Willowbrook Fire Protection Local Service Establishment Amendment Bylaw No. 1388.01, 2017".

2.0 AMENDMENT OF SERVICE

2.1 Section 1 of Bylaw No. 1388 is hereby repealed and replaced with:

The Regional District hereby establishes a service to provide fire prevention and inspection services, and fire suppression and other emergency responses, including mutual aid and/or automatic aid with other fire service areas, subject in each case to bylaw, Board policy and/or agreements with other persons or entities as considered appropriate or necessary by the Board of Directors.

2.2 Section 4 of Bylaw No. 1388 is hereby repealed and replaced with:

As provided in the *Local Government Act*, the annual costs of the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 3 [Requisition and Tax Collection];
- (b) subject to subsection (2) of section 378, parcel taxes imposed in accordance with Division 3;
- (c) fees and charges imposed under section 397 [imposition of fees and charges];
- (d) revenues raised by other means authorized under this or another Act;
- (e) revenues received by way of agreement, enterprise, gift, grant or otherwise.
- 2.3 Section 5 of Bylaw No. 1388 is hereby repealed and replaced with:

The annual maximum amount that may be requisitioned for the cost of the service shall not exceed \$3.45 per \$1,000 of the net taxable value of land and improvements within the service area.

READ A FIRST, SECOND AND THIRD TIME this day of,			
DIRECTOR CONSENT OBTAINED this day of,,			
APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of,,,			
ADOPTED this day of,,,			
Board Chair Corporate Officer			
FILED WITH THE INSPECTOR OF MUNICIPALITIES this day of,,			

BYLAW NO. 1388, 1993

A bylaw to convert the fire protection service within a specified area of Electoral Areas 'C' and 'D' to a local service.

WHEREAS under Section 767(4) of the <u>Municipal Act</u>, a Regional District exercising a power to provide a service other than a general service, may adopt a bylaw respecting that service which converts the service to one exercised under the authority of a bylaw establishing the service and which:

- a) meets the requirements of Section 794 for a bylaw establishing the service, and
- b) is adopted in accordance with the requirement of Section 802 as if it were a bylaw amending a bylaw establishing a service.

AND WHEREAS the Regional District of Okanagan-Similkameen Bylaw No. 875 cited as the C3 D3 Specified Area Establishment and Loan Authorization Bylaw No. 875, 1985 established the fire protection specified area in the community of Willowbrook within Electoral Areas 'C' and 'D';

AND WHEREAS the Regional Board of the Regional District of Okanagan-Similkameen wishes to convert the aforesaid C3 D3 Specified Area, within Electoral Areas 'C' and 'D', to a local service for the purpose of providing fire protection services:

AND WHEREAS the Directors of Electoral Areas 'C' and 'D' have consented, in writing, to the adoption of this bylaw pursuant to Section 802(1)(b) of the <u>Municipal Act</u>:

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

1. <u>THE SERVICE</u>

The C3 D3 Specified Area established by Regional District of Okanagan-Similkameen Bylaw No. 875 cited as the <u>C3 D3 Specified Area Establishment</u> <u>and Loan Authorization Bylaw No. 875, 1985</u>, is hereby established as a local service. The Regional Board of the Regional District of Okanagan-Similkameen, is hereby empowered and authorized to undertake and carry out, or cause to be undertaken and carried out, provisions of the fire protection service, as a local service, and without limiting the generality of the foregoing, to:

- (a) acquire all such licenses, rights or authorities as may be required or desirable for or in connection with the provisions of a fire protection service:
- (b) enter into contracts with such authorities and companies as may be necessary or appropriate to implement a fire protection service

2. BOUNDARIES OF THE SERVICE AREA

The boundaries of the Willowbrook Fire Protection Local Service Area are outlined on attached Schedule 'A'.

3. PARTICIPATING AREA

The Willowbrook Fire Protection Local Service Area is located entirely within the boundaries of Electoral Areas 'C' and 'D'.

4. <u>COST RECOVERY METHOD</u>

The annual costs for the Willowbrook Fire Protection Local Service shall be recovered by the requisition of money in a portion of Electoral Areas 'C' and 'D' under Section 806(4) of the <u>Municipal Act</u>, to be collected by a property value tax on the net taxable value of improvements only within the participating area to be levied and collected under Section 810.1(1).

5. <u>LIMIT</u>

The maximum amount that may be requisitioned under Section 806(4) of the <u>Municipal Act</u> for the service shall not exceed **twenty thousand dollars** (\$20,000.00) per annum.

6. <u>CITATION</u>

This bylaw may be cited as the <u>"Willowbrook Fire Protection Local Service</u> Establishment Bylaw No. 1388, 1993".

READ A FIRST TIME	this	18th day of February, 1993.
READ A SECOND TIME	this	18th day of February, 1993.
READ A THIRD TIME	this	18th day of February, 1993.

I hereby certify that the foregoing is a true and correct copy of Bylaw No. **1388**, of the Regional District of Okanagan-Similkameen cited as the <u>"Willowbrook Fire Protection</u> Local Service Establishment Bylaw No. 1388, 1993" as read a third time by the Regional Board on the 18th day of February, 1993.

Dated at Penticton, B.C. this 18th day of February, 1993.

Administrator/Secretary

The Directors of Electoral Areas 'C' and 'D' have given written consent on behalf of the Electors of the proposed participating area.

APPROVED BY the Inspector of Municipalities this 24th day of March, 1993.

RECONSIDERED, PASSED AND FINALLY ADOPTED

this 15th day of April, 1993.

Chairman

Administrator/Secretary

Filed with the Inspector of Municipalities this 29th day of April, 1993.

Reviewed by: ______

SCHEDULE 'A' to

Willowbrook Fire Protection Local Service Establishment Bylaw No. 1388, 1993



ADMINISTRATIVE REPORT

RE:	Gallagher Lake Sewer and Water Service Establishment Amendment Bylaw No. 2630.05, 2017
DATE:	December 7, 2017
FROM:	B. Newell, Chief Administrative Officer
TO:	Board of Directors

Administrative Recommendation:

THAT the Board authorize consent be given on behalf of the electoral area by the electoral area Director pursuant to the Local Government Act, and further,

THAT Bylaw No. 2630.05, 2017 Gallagher Lake Sewer and Water Service Amendment Bylaw be read a first, second and third.

Purpose:

The bring an additional property into the service area.

Reference:

Gallagher Lake Bylaw Sewer and Water Service Establishment Bylaw No. 2630, 2013

Business Plan Objective:

Goal 3.3 To develop an environmentally sustainable region.

Background:

The Gallagher Lake Sewer and Water Service system was established at the December 19, 2013 Board meeting by Bylaw No. 2630, 2013.

Avro Oil petitioned the Regional District of Okanagan-Similkameen in 2016 to enter the service area for their adjacent property (Lot 4, Plan KAP11959, District Lot 28S, Land District Similkameen Div of Yale).



Analysis:

Boundary amendments completed through a petition do not typically require the approval of the Inspector of Municipalites, providing the Corporate Officer certifies that the petition is valid and sufficient. The petition has been certified and Bylaw No. 2630.05 is now before the Board for three readings.

This petition for services is to facilitate a Zoning amendment and redevelopment of the property.

Alternatives:

THAT Bylaw No. 2630.05, 2017 Gallagher Lake Sewer and Water Service Amendment Bylaw not be read a first, second and third.

Communication Strategy:

The applicant will be advised of the Board's decision.

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

BYLAW NO. 2630.05, 2017

A bylaw to amend the Gallagher Lake Sewer and Water Service Establishment Bylaw.

WHEREAS the owners of the property described in this bylaw have petitioned the Board of the Regional District to extend the boundaries of the Gallagher Lake Sewer and Water Service Area to include the property;

AND WHEREAS the Regional District has, pursuant to that request, extended the boundaries of the Gallagher Lake Sewer and Water Service Area to include the property;

NOW THEREFORE, the Board of the Regional District of Okanagan Similkameen, in open meeting assembled, ENACTS AS FOLLOWS:

1.0 <u>CITATION</u>

1.1 This bylaw may be cited as the "Gallagher Lake Sewer and Water Service Amendment Bylaw No. 2630.05, 2017."

2.0 SERVICE AREA EXTENSION

2.1 The Gallagher Lake Sewer and Water Service Establishment Bylaw No. 2630, 2013, is amended by including the property legally described as:

LOT 5, PLAN KAP11959, DISTRICT LOT 28S, SDYD

2.2 The Gallagher Lake Sewer and Water Service Establishment Bylaw No. 2630, 2013, is further amended by amending Schedule 'A' to that bylaw to include within the area shown as that portion of the lands legally described as:

LOT 5, PLAN KAP 11959, DISTRICT LOT 28S, SDYD

READ A FIRST, SECOND AND THIRD TIME this ____ day of ______, 2017.

ELECTORAL AREA DIRECTOR CONSENT OBTAINED this _____ day of ______, 2017.

ADOPTED this _____ day of ______, 2017.

RDOS Board Chair

Corporate Officer

SCHEDULE A





ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Appointment to Electoral Area "G" Advisory Planning Commission

Administrative Recommendation:

THAT the Board of Directors appoint Ken Hoyle and Neil Gair as members of the Electoral Area "G" Advisory Planning Commission until November 30, 2018.

Purpose:

In accordance with Section 4.1 of the Regional District's Advisory Planning Commission (APC) Bylaw No. 2339, 2006, "the Board, by resolution, shall appoint members to an APC on the recommendation of the Electoral Area Director."

Background:

Under the APC Bylaw, the role of a Commission is to provide recommendations to the Regional District on matters referred to it by the Regional District or by its Electoral Area Director respecting land use, the preparation and adoption of an official community plan or a proposed bylaw and permits under the *Local Government Act*.

The term of the Commission runs concurrently with that of the Board, with no term to extend beyond the term of the Electoral Area Director, unless re-appointed by the Board.

Analysis:

The recommended persons have been put forward at the request of Director Christensen.

Alternatives:

1. THAT the Board of Directors not appoint Ken Hoyle and/or Neil Gair as a member of the Electoral Area "G" Advisory Planning Commission.

Respectfully submitted:	Endorsed by:		
"Debra Paulhus"	"Christy Malden"		
D. Paulhus, Administration Support Clerk	C. Malden, Manager of Legislative Services		



ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: December 7, 2017

RE: Parks and Recreation Commission Appointments

Administrative Recommendation:

THAT the Board of Directors appoint the following members to the subsequent Commissions

Area "B" -	Area "E" -	Area "F" -	Area "D" -	Area "D" -	Similkameen
Kobau Park	Naramata	West Bench	Okanagan Falls	Kaleden	Recreation
Tammy Vesper	Adrienne	Larry Farley	Carole Barker	Subrina	Jennifer
	Fedrigo			Monteith	Roe
Sonjia Vanden	Alexandra	Jane Windeler	Pat Rawkins	Wendy Busch	Wendy
Hoek	Paproski				Stewart
Marc Lepage	Maureen	Tristan Mennell	Alf Hartviksen	Jaynie Malloy	Tom
	Balcaen				Robbins
	Lyle Resh			Randy Cranston	

Purpose:

As outlined in RDOS Parks and Recreation Commission Bylaw No. 2732, 2016, advertisements were placed in local news publications seeking new membership for all Commissions. The Electoral Area Directors have reviewed all new applications and expiring members wishing to let their name stand, and are recommending the following members for Board appointment to the various commissions.

Reference:

Bylaw 2732, 2016 Regional District of Okanagan-Similkameen Parks and Recreation Commission Establishment Bylaw.

Background:

Commission membership is for a 2-year term and the members are staggered by one year in order to provide continuity. Advertising for commission members whose terms were expiring as of December 31, 2017 took place in November. Bylaw 2732 allows for 5 to 11 members for each commission.

Alternatives:

The Board not appoint new members to the commissions.

Communication Strategy:

Provide a letter to each retiring commission member thanking them for their contribution to their respective commission.

- Don Clark Okanagan Falls Parks and Recreation
- Jim Pearmain Naramata Parks and Recreation



Respectfully submitted:

Mark Woods

M. Woods, Manager of Community Services