



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, May 3, 2018
RDOS Boardroom – 101 Martin Street, Penticton

SCHEDULE OF MEETINGS

9:00 am	-	9:30 am	Planning and Development Committee
9:30 am	-	10:00 am	Environment and Infrastructure Committee
10:00 am	-	10:30 am	Protective Services Committee
10:30 am	-	12:30 pm	RDOS Board
12:30 pm	-	1:00 pm	Lunch

"Karla Kozakevich"

Karla Kozakevich
RDOS Board Chair

Advance Notice of Meetings:

May 17, 2018	RDOS Board/OSRHD Board/Committee Meetings
June 07, 2018	RDOS Board/Committee Meetings
June 21, 2018	RDOS Board/OSRHD Board/Committee Meetings
July 05, 2018	RDOS Board/Committee Meetings
July 19, 2018	RDOS Board/OSRHD Board/Committee Meetings



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Planning and Development Committee

Thursday, May 3, 2018

9:00 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Planning and Development Committee Meeting of May 3, 2018 be adopted.

B. FORESHORE REGULATION (Docks and Moorages)

This report provides options for the Board to consider regarding regulation of docks. Specifically, the options include: maintaining current regulations; regulating through water zoning; introducing general dock regulations; and regulating through a foreshore lease.

RECOMMENDATION 2

THAT the Board of Directors direct staff to continue to manage dock and moorage structures on Okanagan Valley lakes through the Crown referral process, with only development above the high water mark being subject to RDOS zoning regulation.

C. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Planning & Development Committee
FROM: B. Newell, Chief Administrative Officer
DATE: May 3, 2018
RE: Foreshore (i.e. Docks and Moorages) regulation

Administrative Recommendation:

THAT the Board of Directors direct staff to continue to manage dock and moorage structures on Okanagan Valley lakes through the Crown referral process, with only development above the high water mark being subject to RDOS zoning regulation.

Purpose:

This report provides options for the Board to consider regarding regulation of docks. Specifically, the options include: maintaining current regulations; regulating through water zoning; introducing general dock regulations; and regulating through a foreshore lease.

Business Plan Objective:

KSD 3: Building a Sustainable Region

Goal 3.3 To Develop a Environmentally Sustainably Region

#	Points	ACTION	WHO	WHEN
3.3.6.1	1	Liaise with provincial representative to determine current regulations on dock development	MDS	Q2
3.3.6.2	1	Evaluate the benefit of including regulations on docks in Okanagan Valley zoning bylaws for committee discussion	MDS	Q2

Background:

At the Board's Planning and Development Committee meeting of April 5, 2018, the Board heard a presentation from Patrick Tobin, Regional Manager, from the Ministry of Forests, Land, Natural Resources, Operations, and Rural Development. Mr. Tobin discussed the Crown approval process for moorages and docks, and the possible role for local governments in regulating the foreshore.

For private moorage facilities, the construction, placement on aquatic Crown land (foreshore) require authorization from the Ministry of Forests, Lands, and Natural Resource Operations. Private moorage facilities include docks, boat ways/ramps or boat lifts that are used for private residential use. A General Permission may be granted for docks on aquatic Crown land as long as it

is constructed in accordance with the terms and conditions contained in the General Permission to Use Crown Land for a Private Moorage Dock.

For commercial moorage facilities, a tenure from the Province must first be obtained to lease Crown land (foreshore) in order to operate. Obtaining a tenure for a commercial use is a three step process including securing a 1 year temporary licence from the Province to allow for time to seek the necessary approvals from other government agencies and prepare a development plan.

Under the BC *Local Government Act*, local governments may designate zoning over the surface of water.

In the RDOS, the only regulations for docks and boatlifts are contained within the Electoral Area "F" Zoning Bylaw and were put in place mainly for the proposed Greata Ranch development. These general regulations outline sizes, shapes, and setbacks for docks.

Member municipalities have a variety of approaches to water zoning:

The Town of Osoyoos approved Zoning Bylaw No. 1294, 2012, that provides general regulations on the use of public water use, private moorage, group and strata moorage and commercial moorage. The commercial moorage regulations reference compliance with Best Management Practices of the Province and supported by Council.

Neither the Town of Oliver nor the City of Penticton have zoning regulations for docks or moorage facilities.

The District of Summerland has regulations within its zoning bylaw for three types of water zones.

Analysis:

In the consideration of any potential regulation of the lake foreshore enacted by a local government (i.e. RDOS), there are a total of four different policy options:

Regulatory Options:

1. No additional foreshore regulations:

This option would allow the Province to continue to regulate and approve any docks and moorage facilities within the RDOS. Referrals from the Province would continue to be reviewed and assessed by staff based on any relevant OCP policies and land use best practises. Any land use concerns and specific policies would be part of the RDOS response to the Province.

Benefits include allowing the Province to continue to be the authorizing agency for any new moorage facilities and ensure that the proposal would need to meet their regulations, and no additional resources would be required to continue with this process.

Concerns regarding this approach would be the lack of local government control on matters pertaining to the foreshore.

2. Create regulations for uses over water:

If the RDOS was to consider the creation of regulations over water, there are three different regulatory options that may be utilized to do so, listed below.

a) Create a water zone over identified portions of Okanagan Valley lakes intended for only private recreational purposes, and/or for only commercial moorage purposes.

This option would be to add a water zone over approximately 100 m along the surface of any identified portions of Okanagan Valley lakes (i.e. Osoyoos Lake). The purpose would provide for recreational use of upland property owners and would contain a list of permitted uses such as boating, foreshore public access, recreational water activities, docks, etc.

Benefits of this approach would be to retain the foreshore for private recreational activities and acceptable Provincial standards for private moorage. In a case where some other moorage facility is being proposed, such as a commercial facility, a rezoning would be required. In addition, mapping can delineate any highly environmentally sensitive areas ('Black Zone') within which the Province will not permit docks.

Concerns of this approach would be the ability to enforce the bylaw within 100 m of the shoreline and problematic jurisdictional authorities (e.g. RDOS vs Province). The process to rezone may also be considered too onerous for anyone wishing to develop a moorage facility, marina, or other boating related commercial activity that is beyond what is permitted as a private dock.

Alternatively, RDOS could consider providing zones for commercial moorage purposes only, and then selectively decide where the commercial moorage zone should apply across the Okanagan Valley. This may not have as much impact on staff resources for the rezoning process and enforcement of the new zoning regulation (as compared to private recreational zoning).

b) Add Dock and Boatlift regulations in the Okanagan Valley Electoral Area zoning bylaws

This option would be similar to what has been done in the Electoral Area "F" zoning bylaw. A number of regulations concerning size and configuration of docks, setback from parcel line, and type of materials accepted would be added to general regulation section as well as adding a 'dock' as a permitted accessory use within current zones that border lakes. The upland zoning and boundary lines would need to be extended out over any Okanagan Valley lake where this approach is applied.

The benefits of this approach would be that RDOS can cite specific zoning bylaw regulatory requirements when there is an enquiry or referral regarding docks and any other off land facilities proposed. If a proposal is different in size, setbacks or other requirements, a Development Variance Permit would need to be applied for and approved (prior to Crown approval being provided).

The concerns of this approach would be enforcing the regulations and requiring someone to apply for a Variance Permit as part of the Crown land referral process. Docks would not require a building permit so there is no ability to enforce a 'Stop Work' order on an owner in order to meet compliance with the zoning bylaw. In addition, additional staff resources may be required in order to process additional Variance permit applications.

c) RDOS to obtain a Foreshore Lease over any indentified Okanagan Valley Lakes

This option would provide the RDOS with greater control and regulation over activities within the foreshore. The benefits would be strong control over the foreshore that could be targeted to specific lakes that are the primary concern for dock management (i.e. Osoyoos Lake). The concerns are the significant resources required to obtain the lease and to manage the financial, permitting and continued enforcement over the extent of the foreshore lease.

Summary:

As discussed with Patrick Tobin from the Ministry of FLNRORD, the Province has a indepth system of permitting and approving docks and moorage structures on Okanagan Valley lakes. This includes the General Permission approvals for private moorages that meet Provincial guidelines, as well as tenures for more substantial dock and moorage structures (i.e. commercial). While some local governments (Regional Districts and incorporated municipalities included) have more substantial foreshore zoning bylaw regulation (i.e. Columbia Shushap RD, Lake Country District, Town of Osoyoos), there may be concerns from private residences in the RDOS of placing additional regulatory requirements for the placement of new dock and moorage structures.

Administration is also concerned with the potential impact on staff resources from the prospect of placing zoning regulation (or other regulation) on the foreshore. Including regulations or a new zone will result in more planning applications (i.e. rezoning or development variance permits), and may result in significant enforcement resources to bring contravening docks or moorages into compliance with zoning regulation. It's questionable the extent that the Provincial Compliance and Enforcement team will be actively enforcing docks that may meet provincial guidelines for private moorages (i.e. General Permission), but may not meet RDOS zoning bylaw regulation. Therefore, one can surmise that zoning the foreshore may result in additional demand on RDOS bylaw enforcement resources.

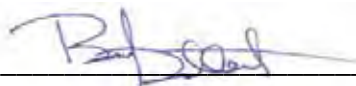
Based on the above, it is the Administrative recommendation to not move forward with any additional RDOS foreshore regulation, but rather to continue to process Crown referrals on dock and moorage structures as currently occurring. Consideration of the zoning and development permit requirements (i.e. Watercourse Development Permit) will still occur for any docks and moorage structures that may be placed above the high water mark of lakeshore properties.

If the Board elects to move forward with one of the regulatory options above, Administration recommends that further research occurs on the potential option, benchmarking with other local governments that utilize the same regulation, and more in-depth discussion with the Ministry of FLNRORD on how the regulation will be applied in conjunction with the Crown Approval process.

Alternatives:

1. That the Board of Directors direct staff to research further the potential of creating a new water zone along the lakehore of Okanagan Valley lakes, to be included in the Okanagan Valley Electoral Areas Zoning bylaw.
2. That the Board of Directors direct staff to research further the potential of dock and foreshore general regulations to be included in the Okanagan Valley Electoral Areas Zoning bylaw.
3. That the Board of Directors direct staff to explore the potential of entering into foreshore leases from the Province in selected areas of the Okanagan Valley.

Endorsed by:



B. Dollevoet, Development Services Manager

Respectfully submitted:



Evelyn Reichert, Planner



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, May 3, 2018

9:30 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Environment and Infrastructure Committee Meeting of May 3, 2018 be adopted.

B. DELEGATION – Green Step Solutions

1. Angela Reid – CEO
2. Andrea Mackintosh – Project Manager

Ms. Reid and Ms. Mackintosh will address the Board to present the business education program for increased recycling from RDOS businesses.

C. ADJOURNMENT



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Protective Services Committee

Thursday, May 3, 2018

10:00 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Protective Services Committee Meeting of May 3, 2018 be adopted.

B. EMERGENCY MANAGEMENT UPDATE – For Information Only

C. ADJOURNMENT



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Thursday, May 3, 2018
10:30 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the RDOS Board Meeting of May 3, 2018 be adopted.

1. Consent Agenda – Corporate Issues

a. **Electoral Area “A” Advisory Planning Commission - April 9, 2018**

THAT the Minutes of the April 9, 2018 Electoral Area “A” Advisory Planning Commission be received.

b. **Electoral Area “D” Advisory Planning Commission - April 10, 2018**

THAT the Minutes of the April 10, 2018 Electoral Area “D” Advisory Planning Commission be received.

c. **Electoral Area “E” Advisory Planning Commission - April 9, 2018**

THAT the Minutes of the April 9, 2018 Electoral Area “E” Advisory Planning Commission be received.

d. **Community Services Committee – April 19, 2018**

THAT the Minutes of the April 19, 2018 Community Services Committee be received.

e. **Corporate Services Committee – April 19, 2018**

THAT the Minutes of the April 19, 2018 Corporate Services Committee be received.

f. **Environment and Infrastructure Committee – April 19, 2018**

THAT the Minutes of the April 19, 2018 Environment and Infrastructure Committee be received.

Staff engage a consultant to conduct a workshop to discuss options, with existing data. (Organics Facility Siting Discussion).

g. Planning and Development Committee – April 19, 2018

THAT the Minutes of the April 19, 2018 Planning and Development Committee be received.

THAT staff be directed to initiate the Electoral Area “D-1” Official Community Plan (OCP) Amendment Bylaw No. 2683.03, 2018, and Electoral Area “D-1” Zoning Bylaw No. 2457.26, 2018.

THAT staff be directed to initiate the Electoral Area “E” Official Community Plan (OCP) Amendment Bylaw No. 2458.13, 2018, and Electoral Area “E” Zoning Bylaw No. 2459.30, 2018.

THAT staff be directed to initiate the Electoral Area “C” Official Community Plan (OCP) Amendment Bylaw No. 2452.20.

h. Protective Services Committee – April 19, 2018

THAT the Minutes of the April 19, 2018 Protective Services Committee be received.

i. RDOS Regular Board Meeting – April 19, 2018

THAT the minutes of the April 19, 2018 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the Consent Agenda – Corporate Issues be adopted.

B. DELEGATIONS**1. Andy Schwab – Fintry Queen****a. Presentation**

Mr. Schwab will address the Board to discuss efforts to relocate the Fintry Queen to the waters in Electoral Area “F”.

C. DEVELOPMENT SERVICES – Rural Land Use Matters**1. Zoning Bylaw Amendments – 2408 87th Street, Osoyoos, Electoral Area “A”****a. Bylaw No. 2451.22, 2018****b. Responses Received**

To allow for the construction of a secondary suite on a parcel less than 2020 m².

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

THAT Bylaw No. 2451.22, 2018, Electoral Area “A” Zoning Bylaw Amendment be read a third time.

2. **Official Community Plan & Zoning Bylaw Amendments – Small Holdings One (SH1) Zone Review – Electoral Areas “D-2” and “E”**
 - a. Bylaw No. 2797, 2018

In order to allow for the scheduling of a public information meeting regarding the proposed consolidation of the Small Holdings One (SH1) with the Large Holdings One (LH1) Zone in Electoral Areas “D-2” and “E”, Administration is recommending that third reading of Amendment Bylaw No. 2797, 2018, be rescinded and that the scheduling of a new public hearing be delegated to Director Siddon.

RECOMMENDATION 4 (Unweighted Rural Vote – Simple Majority)

THAT third reading of Bylaw No. 2797, 2018, Regional District of Okanagan-Similkameen Small Holdings One (SH1) Zone Review Amendment Bylaw be rescinded.

RECOMMENDATION 5 (Unweighted Corporate Vote – Simple Majority)

THAT Bylaw No. 2797, 2018, Regional District of Okanagan-Similkameen Small Holdings One (SH1) Zone Review Amendment Bylaw proceed to a public hearing; and

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

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

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

D. COMMUNITY SERVICES – Rural Projects

1. **Corporate Donations and Naming Rights Policy**
 - a. Corporate Donations and Naming Rights Policy – Marked-Up Copy
 - b. Corporate Donations and Naming Rights Policy – Clean Copy
 - c. Committee Report dated February 1, 2018

To provide the second draft of the Corporate Donations and Naming Rights policy for adoption.

RECOMMENDATION 6 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors adopt the Corporate Donations and Naming Rights Policy.

E. FINANCE**1. 2017 Audited Financial Statements****a. 2017 Financial Statements**

Jonathan McGraw, CPA, CA - BDO Canada LLP

Mr. McGraw will address the Board to present the 2017 financial statement audit and Board approval of the financial statements.

RECOMMENDATION 7 (Weighted Corporate Vote – Majority)

THAT the 2017 Audited Financial Statements of the Regional District of Okanagan-Similkameen as of December 31, 2017 be received; and

THAT the Board of Directors adopt all reported 2017 transactions as amendments to the 2017 Final Budget.

F. LEGISLATIVE SERVICES**1. Regional District of Okanagan-Similkameen Transportation Service Establishment Bylaw No. 2809, 2018****a. Bylaw No. 2809, 2018**

To provide an overview of costs and risks associated with a potential Regional Transportation Service within the Regional District of Okanagan-Similkameen.

RECOMMENDATION 8 (Unweighted Corporate Vote – Simple Majority)

THAT Regional District of Okanagan Similkameen Transportation Service Establishment Bylaw 2809, 2018, be read a first, second and third time prior to being forwarded to the Inspector of Municipalities for approval.

RECOMMENDATION 9 (Unweighted Corporate Vote – 2/3 Majority)

THAT upon approval by the Inspector, participating area approval for Regional District of Okanagan Similkameen Transportation Service Establishment Bylaw 2809, 2018 be obtained for the entire service area through an Alternative Approval Process in accordance with section 342 (4) of the *Local Government Act*.

2. RDOS Bi-Weekly Ad Terms of Reference Review

- a. Terms of Reference

RECOMMENDATION 10 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors approve the Bi-Weekly Newspaper Ad Terms of Reference and support the issuance of a Request for Quotation for the Bi-Weekly Newspaper Ad.

3. Declaration of State of Local Emergency

G. CAO REPORTS

1. Verbal Update
-

H. OTHER BUSINESS

1. Chair’s Report
-

2. Directors Motions
-

3. Board Members Verbal Update
-

I. ADJOURNMENT

**Advisory Planning Commission Minutes
RDOS Electoral Area "A" Monday April 9, 2018
Sonora Centre, Osoyoos, BC**

Present:

Acting Secretary: Mark Mckenney

Members: Chair Peter Beckett, Vice Chair Mark McKenney, Gerald Hesketh, Dwayne Svendsen, Bill Plaskett

Regrets:, Grant Montgomery; Bonnie Douglas, Mark Pendergraft

Agent: Bill Ross Civic: 17808 103rd Street, Osoyoos

Representing RDOS: Christopher Garrish

Call to order: 7:00 PM

Review of Minutes of last meeting: No comments; Accepted by acclamation

Agenda item 1 - Rezoning Application

Purpose: To rezone an approximately 4.0 ha part of the subject property to allow for a winery.

Current Zoning: Resource Area (RA)

Proposed Zoning: Agriculture Two (AG2)

Owners: Osoyoos Larose Estate Winery Ltd. Agent: Bill Ross Civic: 17808 103rd Street, Osoyoos
Legal: Lot A, Plan KAP82260, Section 33, Township 49, DL 664S & 2450S, SDYD Folio: A-07466.030

Chris Garrish outlined the staff report to APC members. APC members commented on the reasonableness of this application. There were no objections to the proposed rezoning.

Motion

Made by Bill Plaskett ; Seconded Gerald Hesketh

THAT the APC recommends to the RDOS Board of Directors that the subject development application be approved.

Further discussion: None

The Motion is CARRIED unanimously.

Meeting adjourned: 7:30 PM

Minutes

Electoral Area “D” Advisory Planning Commission

Meeting of Tuesday, April 10, 2018

Okanagan Falls Community Centre (Gymnasium)

1141 Cedar Street, Okanagan Falls, BC

Present: Tom Siddon, Director, Electoral Area “D”
Members: Jerry Stewart, Robert Handfield, Ron Obirek, Robert Pearce, Jill Adamson, Don Allbright
Absent: Bob Haddow, Navid Chaudry, Doreen Olson, Doug Lychak
Staff: Evelyn Riechert, Planner
Kevin Taylor, Planning Technician, Recording Secretary

Delegates: Donna Butler, Ian Johnson, Bruce and Lorna Ramage, Shawn Robinson

1. CALL TO ORDER

The meeting was called to order at 7:11 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 December 12, 2017 be approved.

The Chair called for errors or omissions and there were none.

CARRIED (UNANIMOUSLY)

4. DEVELOPMENT APPLICATIONS

4.1 D00989.010; 015; 020; 025; 030 (D2018.041-ZONE) – Zoning Bylaw Amendment Application

Delegates: None

Discussion

MOTION

It was Moved and Seconded that the APC defers recommendation to the RDOS Board of Directors until May 8th 2018 for more information, including: clarification on collection of parkland dedication and “walkability” considerations.

CARRIED (UNANIMOUSLY)

4.2 D06752.280 (D2018.028-ZONE) – Zoning Bylaw Amendent Application

Delegates: Lee & Beverly Warren & Donna Buttler

Discussion

MOTION

It was Moved and Seconded that the APC recommends to the RDOS Board of Directors that the subject development application be Approved.

CARRIED (UNANIMOUSLY)

4.3 D01389.300 (D2018.039-ZONE) – Zoning Bylaw Amendment Application

Delegates: Ian Johnson

Discussion

MOTION

It was Moved and Seconded that the APC recommends to the RDOS Board of Directors that the subject development application be Approved.

CARRIED (UNANIMOUSLY)

4.4 D06582.065 (D2018.040-ZONE) – Zoning Bylaw Amendment Application

Delegates: Bruce & Lorna Ramage

Discussion

MOTION

It was Moved and Seconded that the APC recommends to the RDOS Board of Directors that the subject development application be Approved.

CARRIED (UNANIMOUSLY)

4.5 D01120.015 (D2018.044-ZONE) – Zoning Bylaw Amendment Application

Delegates: Shawn Robinson

Discussion

MOTION

It was Moved and Seconded that the APC recommends to the RDOS Board of Directors that the subject development application be Approved.

CARRIED (UNANIMOUSLY)

4.6 D2018.004-ZONE – Early Termination of a Land Use Contract – Electoral Area “D”

Discussion

MOTION

It was moved and Seconded that the APC recommends to the RDOS Board of Directors that the proposed termination of Land Use Contract No. LU-10-D be approved.

4.7 APC Bylaw No 2339 5.1 – Chair of the Commission

Call for Nominations for Chair:

- Jerry Stewart

Call for Nominations for Vice Chair:

- Dough Lychak

Call for Nominations for Recording Secretary

- No nominations

Positions filled by acclimation.


5. **ADJOURNMENT**

MOTION

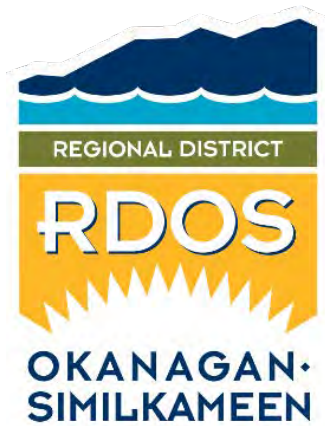
It was Moved and Seconded that the meeting be adjourned at 8:10 pm.

CARRIED (UNANIMOUSLY)

Advisory Planning Commission Chair



Advisory Planning Commission Recording Secretary



Minutes

Electoral Area 'E' Advisory Planning Commission

Meeting of Monday, April 9th, 2018 at 7:30 p.m.

OAP Hall, 330 - 3rd Street, Naramata, BC

Present:

Members: Bruce Clough (Chair, Electoral Area 'E' APC), Heather Fleck, Tim Forty, Tom Hoenisch, Phil Janzen, Brent Rowland

Absent: Don Mancell, Tim Forty

Staff: Evelyn Riechert (RDOS Planner)

Guests: 4 members of the public were present

Recording Secretary: Heather Lemieux

Delegates: None

1. ADOPTION OF AGENDA

The meeting was called to order at 7:34 p.m. Quorum Present.

MOTION

It was Moved and Seconded that the Agenda be adopted as presented.

CARRIED (UNANIMOUSLY)

2. APPROVAL OF MINUTES

MOTION

It was Moved and Seconded by the APC that the Minutes of March 12th, 2018 be approved.

CARRIED (UNANIMOUSLY)

3. DELEGATIONS

- 3.1 Therapy Vineyards Ltd. for Zoning Bylaw Amendment Application Agent:
Unsworth, Dominic
E02125.010 (E2018.023-ZONE)
Delegation did not attend.

4. DEVELOPMENT APPLICATIONS

- 4.1 E02125.010 (E2018.023-ZONE) - Zoning Bylaw Amendment Application
Administrative Report submitted by Evelyn Riechert, Planner

MOTION

It was Moved and Seconded in favour of Option 3. THAT the APC recommends to the RDOS Board of Directors that the subject development application be denied at this time.

CARRIED (UNANIMOUSLY)

5. OTHER

- 5.1 Next Electoral Area 'E' Advisory Planning Commission Meeting
May 14th, 2018 at 7:30 p.m.

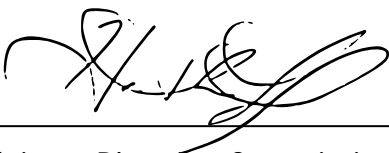
6. ADJOURNMENT

MOTION

It was Moved and Seconded that the meeting be adjourned at 7:49 p.m.

CARRIED (UNANIMOUSLY)

Advisory Planning Commission Chair



Advisory Planning Commission Recording Secretary / minute taker



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Community Services Committee

Thursday, April 19, 2018
10:05 a.m.

Minutes

MEMBERS PRESENT:

Chair R. Hovanes, Town of Oliver
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 A. Jakubeit, City of Penticton

Director H. Konanz, City of Penticton
Director K. Kozakevich, Electoral Area "E"
Director A. Martin, City of Penticton
Director M. Pendergraft, Electoral Area "A"
Director T. Schafer, Electoral Area "C"
Director J. Sentes, City of Penticton
Director T. Siddon, Electoral Area "D"
Director P. Waterman, District of Summerland

MEMBERS ABSENT:

Director S. McKortoff, Town of Osoyoos

STAFF PRESENT:

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

M. Woods, Manager of Community Services

A. APPROVAL OF AGENDA

RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Community Services Committee Meeting of April 19, 2018 be adopted. – **CARRIED**

B. Q1 ACTIVITY REPORT – For Information Only

The Committee was advised of the activities that occurred in the first quarter of 2018 and the planned activities for the second quarter of 2018.

C. ADJOURNMENT

By consensus, the Community Services Committee meeting adjourned at 10:30 a.m.

APPROVED:

CERTIFIED CORRECT:

R. Hovanes
Committee Chair

B. Newell
Chief Administrative Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Corporate Services Committee

Thursday, April 19, 2018
10:30 a.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

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

MEMBERS ABSENT:

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 April 19, 2018 be adopted. - **CARRIED**

B. Q1 ACTIVITY REPORT – For Information Only

The Committee was advised of the activities that occurred in the first quarter of 2018 and the planning activities for the second quarter of 2018.

Director McKortoff entered the meeting at 10:45 a.m.

C. 2018 CORPORATE ACTION PLAN

The Committee reviewed the 2018 Corporate Action Plan.

D. ADJOURNMENT

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

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
Committee Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN Environment and Infrastructure Committee

Thursday, April 19, 2018
11:45 a.m.

Minutes

MEMBERS PRESENT:

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

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

MEMBERS ABSENT:

STAFF PRESENT:

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

J. Dougall, Manager of Public Works

A. APPROVAL OF AGENDA

RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Environment and Infrastructure Committee Meeting of April 19, 2018 be adopted. - **CARRIED**

B. DELEGATION

Allan Langdon, Manager Director
Jordan Best, Director – Collection, Recycle BC

Mr. Langdon and Mr. Best addressed the Committee to discuss blue bag recycling collection.

C. Q1 ACTIVITY REPORT

The Committee was advised of the activities that occurred in the first quarter of 2018 and the planning activities for the second quarter of 2018

D. ORGANICS FACILITY SITING DISCUSSION

It was MOVED and SECONDED

Staff engage a consultant to conduct a workshop to discuss options, with existing data.

CARRIED

Opposed: Director Christensen

E. ADJOURNMENT

By consensus, the Environment and Infrastructure Committee meeting adjourned at 12:45 p.m.

APPROVED:

CERTIFIED CORRECT:

M. Pendergraft
Environment and Infrastructure Committee Chair

B. Newell
Chief Administrative Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Planning and Development Committee

Thursday, April 19, 2018
9:02 a.m.

Minutes

MEMBERS PRESENT:

Chair M. Brydon, Electoral Area "F"	Director K. Kozakevich, Electoral Area "E"
Vice Chair G. Bush, Electoral Area "B"	Director H. Konanz, City of Penticton
Director M. Bauer, Village of Keremeos	Director A. Martin, City of Penticton
Director F. Armitage, Town of Princeton	Director S. McKortoff, Town of Osoyoos
Director T. Boot, District of Summerland	Director M. Pendergraft, Electoral Area "A"
Director E. Christensen, Electoral Area "G"	Director T. Schafer, Electoral Area "C"
Director B. Coyne, Electoral Area "H"	Director J. Sentes, City of Penticton
Director R. Hovanes, Town of Oliver	Director T. Siddon, Electoral Area "D"
Director A. Jakubeit, City of Penticton	Director P. Waterman, District of Summerland

MEMBERS ABSENT:

STAFF PRESENT:

B. Newell, Chief Administrative Officer	B. Dollevoet, Development Services Manager
C. Malden, Manager of Legislative 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 April 19, 2018 be adopted. - CARRIED

B. Q1 ACTIVITY REPORT – For Information Only

The Committee was advised of the activities that occurred in the first quarter of 2018 and the planned activities for the second quarter of 2018.

C. RESIDENTIAL ZONE REVIEW – For Information Only

The Committee discussed proposed amendments to the Residential Zones as part of work being undertaken on the preparation of a single Okanagan Valley Electoral Area Zoning Bylaw.

D. REVIEW OF RESIDENTIAL ZONES AT APEX (ELECTORAL AREAS "D-1")

1. Bylaw No. 2683.03, 2018 - Draft
2. Bylaw No. 2457.26, 2018 - Draft

To propose amendments to the Residential Zones at Apex Mountain and is part of work being undertaken on the preparation of a single Okanagan Valley Electoral Area Zoning Bylaw.

RECOMMENDATION 2**It was MOVED and SECONDED**

THAT staff be directed to initiate the Electoral Area "D-1" Official Community Plan (OCP) Amendment Bylaw No. 2683.03, 2018, and Electoral Area "D-1" Zoning Bylaw No. 2457.26, 2018. - CARRIED

E. NARAMATA TOWN CENTRE & TOWNSITE DEVELOPMENT PERMIT AREA REVIEW

1. Bylaw No. 2458.13, 2018 – Draft
 - a. Naramata Development Permit Area - Draft
2. Bylaw No. 2459.30, 2018 - Draft

This report relates to the proposed creation of a Town Centre (TC) designation and a review of the Naramata Townsite Development Permit Area found in the Electoral Area "E" Official Community Plan (OCP) Bylaw No. 2458, 2008, as well as the creation of a Naramata Town Centre (NTC) Zone in the Electoral Area "E" Zoning Bylaw No. 2459, 2008.

RECOMMENDATION 3**It was MOVED and SECONDED**

THAT staff be directed to initiate the Electoral Area "E" Official Community Plan (OCP) Amendment Bylaw No. 2458.13, 2018, and Electoral Area "E" Zoning Bylaw No. 2459.30, 2018. - CARRIED

F. GALLAGHER LAKE AREA PLAN – INCORPORATION INTO ELECTORAL AREA “C” OCP BYLAW

1. Bylaw No. 2452.20, 2018 – Draft
 - a. Schedule A - Draft
 - b. Schedule B - Draft
 - c. Schedule C - Draft

This report relates to the proposed incorporation of the Gallagher Lake Area Plan into Schedules ‘A’ (Oliver Rural OCP Text) and ‘B’ (Oliver Rural OCP Map) of the Electoral Area “C” OCP Bylaw No. 2452, 2008.

At present, the Area Plan resides outside of the OCP Bylaw as a separate appendix and its incorporation into the bylaw is being proposed as part of on-going work being undertaken on the preparation of a single Okanagan Valley Electoral Area Zoning Bylaw.

RECOMMENDATION 4

It was MOVED and SECONDED

THAT staff be directed to initiate the Electoral Area “C” Official Community Plan (OCP) Amendment Bylaw No. 2452.20. - **CARRIED**

G. ADJOURNMENT

By consensus, the Planning and Development Committee meeting adjourned at 10:05 a.m.

APPROVED:

CERTIFIED CORRECT:

M. Brydon
Planning and Development Committee Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Protective Services Committee

Thursday, April 19, 2018
11:04 a.m.

Minutes

MEMBERS PRESENT:

Chair A. Jakubeit, City of Penticton	Director R. Hovanes, Town of Oliver
Vice Chair T. Schafer, Electoral Area "C"	Director H. Konanz, City of Penticton
Director F. Armitage, Town of Princeton	Director K. Kozakevich, Electoral Area "E"
Director M. Bauer, Village of Keremeos	Director A. Martin, City of Penticton
Director T. Boot, District of Summerland	Director S. McKortoff, Town of Osoyoos
Director M. Brydon, Electoral Area "F"	Director M. Pendergraft, Electoral Area "A"
Director G. Bush, Electoral Area "B"	Director J. Sentes, City of Penticton
Director E. Christensen, Electoral Area "G"	Director T. Siddon, Electoral Area "D"
Director B. Coyne, Electoral Area "H"	Director P. Waterman, District of Summerland

MEMBERS ABSENT:

STAFF PRESENT:

B. Newell, Chief Administrative Officer	M. Woods, Manager of Community Services
C. Malden, Manager of Legislative Services	P. Edmonds, Emergency Management Program Coordinator

A. APPROVAL OF AGENDA

RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Protective Services Committee Meeting of April 19, 2018 be adopted. - **CARRIED**

B. Q1 ACTIVITY REPORT – For Information Only

The Committee was advised of the activities that occurred in the first quarter of 2018 and the planned activities for the second quarter of 2018.

C. EMERGENCY MANAGEMENT UPDATE – For Information Only

The Committee was provided an update of the activities of the Emergency Operations Centre.

D. ADJOURNMENT

By consensus, the Protective Services Committee meeting adjourned at 11:44 a.m.

APPROVED:

CERTIFIED CORRECT:

A. Jakubeit
Protective Services Committee Chair

B. Newell
Chief Administrative Officer



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 1:11 p.m. Thursday, April 19, 2018 at the Penticton Lakeside Resort and Convention Centre, 21 Lakeshore Drive, Penticton, British Columbia.

MEMBERS PRESENT:

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

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

MEMBERS ABSENT:

STAFF PRESENT:

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

J. Dougall, Manager of Public Works
M. Woods, Manager of Community Services

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the [Agenda](#) for the RDOS Board Meeting of April 19, 2018 be amended by adding Item G2 Declaration of State of Local Emergency. - **CARRIED**

1. Consent Agenda – Corporate Issues

- a. Okanagan Falls Parks & Recreation Commission – February 8, 2018
THAT the Minutes of the February 8, 2018 Okanagan Falls Parks & Recreation Commission be received.
- b. Naramata Parks & Recreation Commission – February 26, 2018
THAT the Minutes of the February 26, 2018 Naramata Parks & Recreation Commission Committee be received.
- c. Similkameen Recreation Commission – March 27, 2018
THAT the Minutes of the March 27, 2018 Similkameen Recreation Committee be received.

- d. Community Services Committee – April 5, 2018
THAT the Minutes of the April 5, 2018 Community Services Committee be received.
- THAT the Board of Directors endorse the Service Plan Memorandum of Understanding for the Penticton–Kelowna service transit expansion.*
- e. Corporate Services Committee – April 5, 2018
THAT the Minutes of the April 5, 2018 Corporate Services Committee be received.
- f. Environment and Infrastructure Committee – April 5, 2018
THAT the Minutes of the April 5, 2018 Environment and Infrastructure Committee be received.
- g. Planning and Development Committee – April 5, 2018
THAT the Minutes of the April 5, 2018 Planning and Development Committee be received.
- THAT staff be directed to initiate the Electoral Area “E” Official Community Plan (OCP) Amendment Bylaw No. 2458.12, and the Electoral Area “E” Zoning Amendment Bylaw No. 2459.29.*
- THAT staff be directed to incorporate provisions within the Building Bylaw for building permits for farm buildings with a reduced fee structure and a limited inspection process for bona fide farm buildings, with exemptions from permit fees and inspections for structures less than 20 m² (215 ft²) which meet the definition of a low human occupancy farm building, and for unenclosed hay storage structures and animal shelters less than 600 m² (6,458 ft²), both of which are located on land classed as farm through BC Assessment.*
- h. Protective Services Committee – April 5, 2018
THAT the Minutes of the April 5, 2018 Protective Services Committee be received.
- i. RDOS Regular Board Meeting – April 5, 2018
THAT the minutes of the April 5, 2018 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

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

2. Consent Agenda – Development Services
 - a. Development Variance Permit – 9710 42nd Avenue, Electoral Area “A”
 - i. Permit No. A2018.047-DVP

To allow the siting of an accessory structure within the exterior side yard setback.

THAT the Board of Directors approve Development Variance Permit No. A2018.047-DVP.

- b. Development Variance Permit – 4575 Mill Road, Naramata, Electoral Area “E”
 - i. Permit No. E2018.042-DVP
 - ii. Responses Received

To allow for the construction of a new single detached dwelling.

THAT the Board of Directors approve Development Variance Permit No. E2018.042-DVP.

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

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

B. DELEGATIONS

1. Andy Orr – Principal, Atcorr Development, Consulting on behalf of South Skaha Housing Society (SSHS)

Mr. Orr addressed the Board to provide an update on the status of the affordable housing project, BC Housing financing requirements, and to answer questions regarding the Society’s request to the Board for consideration of equity contributions to the project.

C. DEVELOPMENT SERVICES – Building Inspection**1. Building Bylaw Infraction – 250 Thorp Road, Electoral Area “C”**

The Chair enquired whether the property owner was present to speak to the application; however, no one was present.

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

THAT a Section 302 Notice on Title, pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 3, District Lot 2450S, Plan 3458 except Plan 16834, SDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and

THAT the Board of Directors direct staff to commence injunctive action.

CARRIED

2. Building Bylaw Infraction – Permit #18447, 189 Resolute Road, Electoral Area “D”

The Chair enquired whether the property owner was present to speak to the application; however, no one was present.

RECOMMENDATION 5 (Unweighted Corporate Vote – Simple Majority)**It was MOVED and SECONDED**

THAT a Section 302 Notice on Title, pursuant to Section 302 of the Local Government Act and Section 57 of the Community Charter (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 20, Plan KAP92537, District Lot 411, SDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333. - **CARRIED**

D. DEVELOPMENT SERVICES – Rural Land Use Matters

1. South Skaha Housing Society (OK Falls) Not-for-Profit Housing
 - a. Bylaw No 2803, 2018
 - b. SSHS Letter to RDOS dated March 23, 2018
 - c. Bylaw No. 2806, 2018
 - d. Property Tax Exemption Policy
 - e. Conceptual Design
 - f. Okanagan Falls Irrigation District Letter dated April 3, 2018

RECOMMENDATION 6 (Unweighted Corporate Vote – Simple Majority)**It was MOVED and SECONDED**

THAT Bylaw No. 2803, 2018 Regional District of Okanagan-Similkameen Development Cost Charge Waiver Bylaw be adopted. - **CARRIED**

RECOMMENDATION 7 (Weighted Corporate Vote – 2/3 Majority)**It was MOVED and SECONDED**

THAT Bylaw No. 2806, 2018 Regional District of Okanagan-Similkameen Property Tax Exemption Bylaw be read a first, second and third time and be adopted. - **CARRIED**

RECOMMENDATION 8 (Unweighted Corporate Vote – Simple Majority)**It was MOVED and SECONDED**

THAT the Board of Directors support in principle a 10 year property tax exemption for the South Skaha Housing Society located at 5080 9th Avenue and that this property tax exemption is to be applied for on an annual basis in accordance with the Property Tax Exemption Policy. - **CARRIED**

RECOMMENDATION 9 (Weighted Corporate Vote – Majority)**It was MOVED and SECONDED**

THAT Development Cost Charges in the amount of \$109,200 for the South Skaha Housing Society Affordable Housing Project (26 units) be waived in accordance with Regional District Bylaw No. 2803. - **CARRIED**

RECOMMENDATION 10 (Weighted Corporate Vote – Majority)**It was MOVED and SECONDED**

THAT a Grant-in-Aid of \$21,165 be provided to South Skaha Housing Society to be applied to the Development and Building Permit Fees of the Affordable Housing Project (26 units) located at 5080 9th Avenue, Okanagan Falls and funded from Electoral Area "D" Grant in Aid and Contingency. - **CARRIED**

2. Bylaw Enforcement Procedures Policy
 - a. Bylaw Enforcement Procedures Policy

To ensure our bylaw enforcement procedures are in compliance with best practices of the Office of the Ombudsperson's March 2016 report entitled "Bylaw Enforcement: Best Practices Guide for Local Governments."

RECOMMENDATION 11 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors adopt the Bylaw Enforcement Procedure Policy (as presented to the Planning and Development Committee April 5, 2018) as its guiding policy for the enforcement of all RDOS regulatory bylaws and directs Administration to report back on the results of the new Policy by April 5, 2019; and

THAT the previous Bylaw Enforcement Policy (adopted December 19, 2013) be repealed.

CARRIED

3. Development Variance Permit – 3949 16th Avenue, Electoral Area "A"
 - a. Permit No. A2018.022-DVP

To allow for the creation of a "hooked" parcel where each of the 3 parts of the parcel will not meet the minimum parcel size requirement of the zoning.

RECOMMENDATION 12 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors approve Development Variance Permit No. A2018.022-DVP. - **CARRIED**

4. Zoning Bylaw Amendment – 445 & 449 Sagewood Lane, Electoral Area "D-1"
 - a. Bylaw No. 2457.22, 2018
 - b. Responses Received

The Chair enquired whether the property owner was present to speak to the application; however, no one was present to speak to the application.

To allow for 1 "livestock" and 25 "small livestock" (including one rooster) on a parcel less than 2,500 m² in area and to reduce the parcel line setbacks for a livestock structure from 15.0 M to 2.5 M.

RECOMMENDATION 13 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2457.22, 2018, Electoral Area "D" Zoning Amendment Bylaw be denied. - **CARRIED**

5. Zoning Bylaw Amendment – “Regal Ridge” Site Specific Zoning Review, Electoral Area “A”
 - a. Bylaw No. 2451.23, 2018
 - b. Responses Received
[Additional Responses received](#)

Amendment Bylaw No. 2451.23 seeks to amend the Electoral Area “A” Zoning Bylaw No. 2451, 2008, in order to remove a number of site specific zoning regulations that relate to the Small Holdings Two (SH2) and Conservation Area (CA) Zones at “Regal Ridge” on Anarchist Mountain. This amendment relates to the work being undertaken on the preparation of a single Okanagan Valley Electoral Area Zoning Bylaw.

RECOMMENDATION 14 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2451.23, 2018, Electoral Area “A” Zoning Amendment Bylaws be read a first and second time and proceed to a public hearing; and

THAT the holding of a public hearing be scheduled for the Regional District Board meeting of May 17, 2018; and

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

CARRIED

6. Official Community Plan & Zoning Bylaw Amendments – Large Holdings Three (LH3) Zone Review, Electoral Area “D-2”
 - a. Bylaw No. 2455.30, 2018
 - b. Bylaw No. 2603.13, 2018

To amend the Electoral Area “D-2” Official Community Plan and Zoning Bylaws in order to generally consolidate the Large Holdings Three (LH3) Zone with the Resource Area (RA) Zone, however, there are instances where other zonings such as Large Holdings One (LH1), Large Holdings Two (LH2) and Small Holdings Three (SH3) are being proposed.

RECOMMENDATION 15 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2455.30, 2018, Electoral Area “D-2” Zoning Amendment Bylaw be adopted; and

THAT Bylaw No. 2603.13, 2018, Electoral Area “D-2” Official Community Plan Amendment Bylaw be adopted.

CARRIED

7. Early Termination of a Land Use Contract – Electoral Area “D-1”
 - a. Bylaw No. 2457.23, 2018
 - b. Responses Received

To replace Land Use Contract No. LU-10-D with a Resource Area (RA) zone and a Small Holdings Five (SH5) zone.

RECOMMENDATION 16 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2457.23, 2018, Electoral Area “D-1” Zoning Amendment Bylaw be read a first and second time and proceed to a public hearing; and

THAT the holding of a public hearing be scheduled for the Regional District Board meeting of May 17, 2018; and

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

CARRIED

8. Zoning Bylaw Amendment – 102 Saliken Drive, Electoral Area “D”
 - a. Bylaw No. 2455.33, 2018
 - b. Responses Received
[Additional responses received](#)

To allow for development of an accessory dwelling unit in lieu of a secondary suite.

RECOMMENDATION 17 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2455.33, 2018, Electoral Area “D” Zoning Amendment Bylaw be read a first and second time and proceed to public hearing - **CARRIED**.

RECOMMENDATION 18 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the holding of the public hearing be delegated to Director Siddon 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*.

CARRIED

9. Zoning Bylaw Amendment – 100 4th Street, Kaleden, Electoral Area “D”
 - a. Bylaw No. 2457.24, 2018
 - b. Responses Received
[Additional responses received](#)

To allow for the construction of a secondary suite on a parcel less than 2020 m².

RECOMMENDATION 19 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2457.24, 2018, Electoral Area “D-1” Zoning Amendment Bylaw be read a first and second time and proceed to public hearing; and

THAT the holding of the public hearing be scheduled for the Regional District Board meeting of May 17, 2018; and

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

CARRIED

10. Zoning Bylaw Amendment – 137 Saddlehorn Drive, St. Andrews, Electoral Area “D-2”
 - a. Bylaw No. 2457.25, 2018 - Draft
 - b. Responses Received
[Additional responses received](#)

To facilitate a boundary adjustment between two existing legal parcels.

RECOMMENDATION 20 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2457.25, 2018, Electoral Area “D” Zoning Amendment Bylaws be read a first and second time and proceed to a public hearing; and

THAT the holding of a public hearing be scheduled for the Regional District Board meeting of May 17, 2018; and

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

CARRIED

11. Zoning Bylaw Amendment – 1752 Alba Road, Okanagan Falls, Electoral Area “D-2”
 - a. Bylaw No. 2455.35, 2018
 - b. Responses Received
[Additional responses received](#)

To allow for the development of a second kitchen in an existing principal dwelling unit.

RECOMMENDATION 21 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2455.35, 2018, Electoral Area “D” Zoning Amendment Bylaws be read a first and second time and proceed to a public hearing; and

THAT the holding of a public hearing be scheduled for the Regional District Board meeting of May 17, 2018; and

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

CARRIED

12. Official Community Plan & Zoning Bylaw Amendments – Industrial Zone Update, Electoral Areas “A”, “C”, “D”, “E” & “F”
 - a. Bylaw No. 2783, 2018

To amend the Electoral Area “A”, “C”, “D”, “E” and “F” Official Community Plan and Zoning Bylaws in order to update the industrial zones found in these electoral areas.

RECOMMENDATION 22 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2783, 2018, Regional District of Okanagan-Similkameen Industrial Zone Update Amendment Bylaw be adopted.

CARRIED

13. Official Community Plan & Zoning Bylaw Amendments – Small Holdings One (SH1) Zone Review, Electoral Areas “D-2” & “E”
 - a. Bylaw No. 2797, 2018

Amendment Bylaw No. 2797 seeks to amend the Electoral Area “D-2” and “E” Official Community Plan and Zoning Bylaws in order to consolidate the Small Holdings One (SH1) Zone with the Large Holdings One (LH1) Zone.

RECOMMENDATION 23 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT the matter of Bylaw No. 2797 be postponed until an evening public meeting is held. - **CARRIED**

Staff advised that repeal of third reading will be necessary.

E. PUBLIC WORKS**1. Award of Contract – Sun Valley Pump Replacement and Upgrades Project**

Award of the contract to replace the currently failing centrifugal pumps at the Sun Valley pump house with new, higher efficiency inline vertical multistage pumps and new variable frequency drive pump controls to replace the outdated cycle stop valve controls.

RECOMMENDATION 24 (Weighted Corporate Vote – Majority)**It was MOVED and SECONDED**

THAT the Board of Directors approve the expenditure of up to \$120,600 for construction services to Mearl's Mechanical Works LTD. for the "Sun Valley water system pump replacement and upgrades"; and

THAT the Board of Directors execute a construction services agreement with Mearl's Mechanical Works LTD. for the services detailed in the Request for Proposals and submitted Proposal; and

THAT the Board of Directors further approve a contingency for the "Sun Valley water system pump replacement and upgrades" project in the amount of \$20,300 to complete value added or required upgrades.

CARRIED

2. Award to Consultant – Okanagan Falls Constructed Wetland Project

To retain a consultant to carry out professional services required to prepare the design, carry out inspection services, perform construction contract administration and successfully close out the project to establish a new constructed wetland for extra polishing of the effluent produced from the Okanagan Falls Wastewater Treatment Plant.

RECOMMENDATION 25 (Weighted Corporate Vote – Majority)**It was MOVED and SECONDED**

THAT the Board of Directors approve the expenditure of up to \$326,740 for the consulting services associated with design and construction of the Okanagan Falls Constructed Wetland Project to Native Plant Solutions - Ducks Unlimited Canada; and

THAT the Board of Directors execute a consulting services agreement with Native Plant Solutions – Ducks Unlimited Canada for the services detailed in the Request for Proposals and the submitted Proposal for the Okanagan Falls Constructed Wetland Project.

CARRIED

F. COMMUNITY SERVICES – Protective Services

1. Repeal of Emergency Services Bylaw No. 2566, 2011
 - a. Bylaw No. 2807, 2018
 - b. Bylaw No. 2566, 2011

RECOMMENDATION 26 (Unweighted Corporate Vote – 2/3 Majority)**It was MOVED and SECONDED**

THAT Bylaw No. 2807, 2018, being a bylaw of the Regional District to repeal Emergency Services Bylaw No. 2566, 2011 be read a first, second, third time and be adopted. - **CARRIED**

G. LEGISLATIVE SERVICES

1. Keremeos Fire Truck Acquisition Loan Authorization Bylaw
 - a. Bylaw No. 2802, 2018

RECOMMENDATION 27 (Weighted Corporate Vote – Simple Majority)**It was MOVED and SECONDED**

THAT Keremeos Fire Truck Acquisition Loan Authorization Bylaw No. 2802, 2018 be read a first, second and third time and be forwarded to the Inspector of Municipalities for Ministry approval prior to electoral approval; and,

THAT the Board of Directors authorize that elector approval for the adoption of the bylaw be obtained through an assent vote in accordance with Part 4 of the Local Government Act, and

THAT the assent vote process be conducted in conjunction with the General Local Election on October 20, 2018; and

THAT the question on the assent vote ballot be “Are you in favour of the Regional District of Okanagan-Similkameen adopting Bylaw No. 2802, 2018, a bylaw to authorize the long-term borrowing of \$350,000 for the acquisition of a fire truck for the Keremeos Fire Protection Service Area?”

CARRIED

ADDENDUM 2. Declarations of State of Local Emergency Approval

It was MOVED and SECONDED

THAT the Board of Directors ratify the Declaration of a State of Local Emergency issued by Chair Kozakevich on 16 April 2018 to remain in force for seven days until 23 April 2018 at midnight unless cancelled, for the whole of Electoral Area “C” causing a threat to life, safety, or property from flooding; and,

THAT the Board of Directors ratify the Declaration of a State of Local Emergency for the areas surrounding Kearns Creek at Willowbrook expiring 10 April 2018 at midnight for a further seven days to 17 April 2018, at midnight; and

THAT the Board of Directors ratify the Declaration of a State of Local Emergency issued by Chair Kozakevich on 12 April 2018 to remain in force for seven days until 19 April 2018 at midnight, unless cancelled, for the area of Green Lake causing a threat to life, safety, or property from flooding; and,

THAT the Board of Directors extend the Declaration of the State of Local Emergency for the areas surrounding Green Lake due to expire 19 April, 2018 at midnight for a further seven days to 26 April 2018, at midnight.

CARRIED

H. CAO REPORTS

1. Verbal Update

I. OTHER BUSINESS

1. Chair’s Report
-

2. Board Representation
 - a. Developing Sustainable Rural Practice Communities - *McKortoff*
 - b. Intergovernmental First Nations Joint Council - *Kozakevich, Bauer, Pendergraft*
 - c. Municipal Finance Authority (MFA) – *Kozakevich, Bauer*
 - d. Municipal Insurance Association (MIA) - *Kozakevich, Bauer*
 - e. Okanagan Basin Water Board (OBWB) – *McKortoff, Hovanes, Waterman*
 - a) Board Report – April 6, 2018
 - 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*
 - l. 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

J. ADJOURNMENT

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

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer

FINTRY QUEEN

PADDLEWHEELER



“Creating lifetime memories for families and friends...”



GARY NYLANDER/The Daily Courier

Andy Schwab, president of Okanagan Lake Holdings, wants to raise enough money to restore the Pentownna to its original 1926 condition. It currently sits at the Michael Brook Golf Course, after resting for many years at the Peachland waterfront.

Pentownna pitchman floats lake ferry idea

■ Entrepreneur seeks backers to return boat to the waters of Okanagan Lake

By ROB MUNRO
The Daily Courier

The Pentownna may carry passengers over Okanagan Lake waters as early as next summer.

That is, of course, if Andy Schwab can raise the \$1.5 million needed to refurbish the boat and build the required docking spaces.

"I think it will be huge," an enthusiastic Schwab said yesterday. "It will link the Valley and, I think, it will make money."

The Pentownna is a 148-ton boat that was prefabricated in Prince Rupert in 1926 and assembled in Kelowna by CN Rail to compete with the CP Rail passenger ships running between Pentiction and Kelowna.

By 1937, that market had dried up so it was converted to a tugboat, hauling rail-

way barges along the lake until the 1960s. It was retired in 1973 to Peachland Marina where it served as a breakwater for 20 years, occasionally springing leaks and almost sinking.

In 1994, Dennis Dumaresq, owner of Michael Brook Golf Course, bought the Pentownna, floated it to the Eldorado boat launch and hauled it out of the water.

Since then it has been parked at his golf course. The hull has been sandblasted, inspected and found relatively sound, Dumaresq said yesterday.

"It needs a ton of work and has to be upgraded to modern safety standards," he said.

He wouldn't disclose the cost but noted "it's more than I can afford."

Schwab, the former marketing manager for Big White Ski Resort, has been working since 1992 on plans to turn the ship back into a passenger ferry.

He hopes to buy it from Dumaresq, restore it and offer a regularly scheduled passenger service between Pentiction, Peachland and Kelowna between April and December.

It could also be hired for charters.

It would strictly serve foot and bicycle passengers with room for 200. The main deck could be used as a dance floor, convention centre or classroom.

Food would be served, not cooked, on board and it would be licensed to sell liquor, Schwab said.

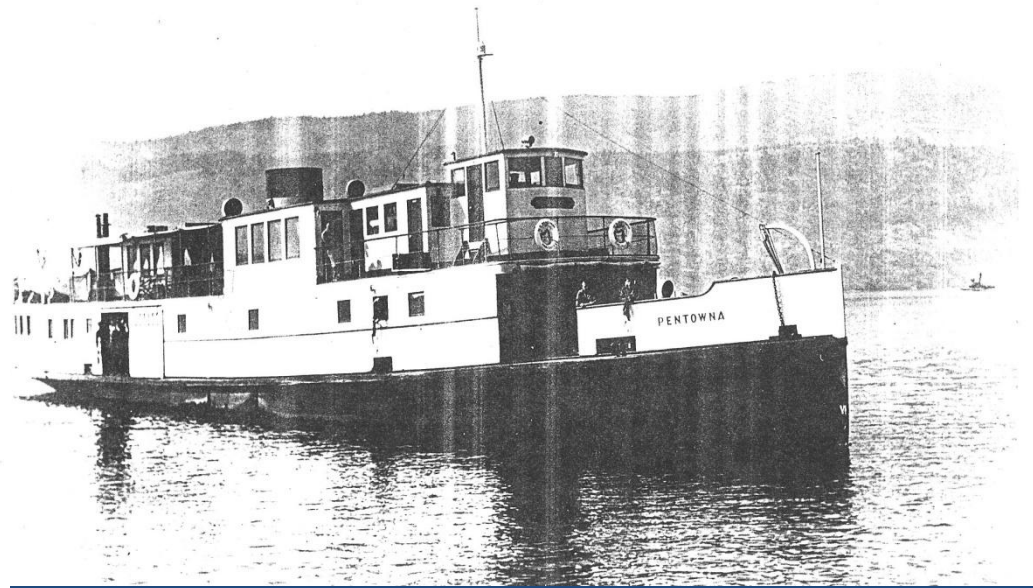
"What I need, first of all, is \$200,000 to get the ship on the balance sheet," he said.

That means \$150,000 to buy out Dumaresq and \$50,000 for legal and other expenses, he said.

He needs \$1 million to restore the boat and \$500,000 for docks. Since he makes his living finding financing for business ventures, he's optimistic the money can be raised. It's just a matter of time.

"If I can find the financing fast enough, it could start operations in 1998," he said. "Or it may take another year to secure the financing."

Dumaresq, in the meantime, is patient. If Schwab can't get his project off the ground, he'll hang onto the boat and, maybe, restore it after he retires.



Tour Boat Operations – Canada & Worldwide



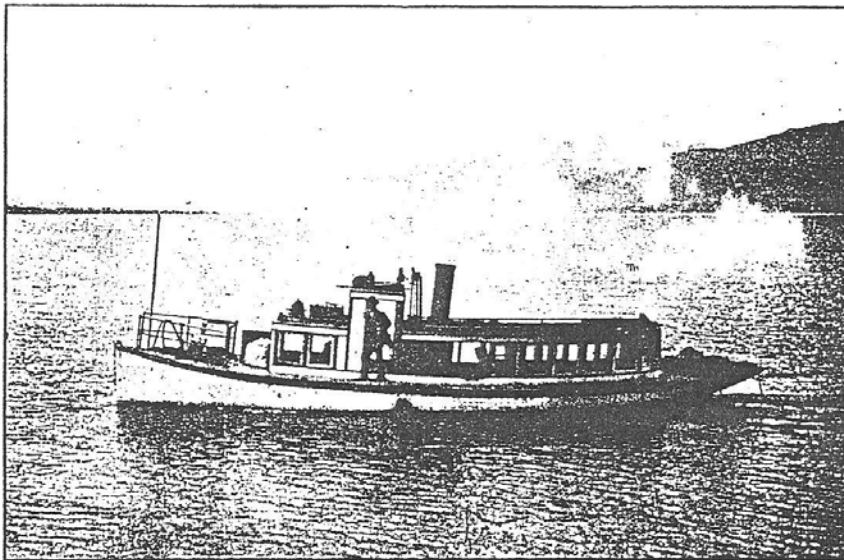
Transportation

P. S. ROE, Manager

Towing

Okanagan Lake Boat Company

Naramata, B. C.



FERRY SERVICE

Summerland—Naramata—Penticton

Special Trips to All Points on the Lake For

Commercial Travelers and Tourists

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Transport
Canada

Transports
Canada

**CERTIFICATE OF REGISTRY
CERTIFICAT D'IMMATRICULATION**

Vessel name - Nom du bâtiment: FINTRY QUEEN	Official number - N° matricule: 177983	Port of registry - Port d'immatriculation: VANCOUVER	IHO - OMI #: 7004158
Gross tonnage - Jauge brute: 580	Net/Registre tonnage - Jauge nette/registre: 522	Length - Longueur: 39.96 m	Breadth - Largeur: 12.62 m
All up weight (Air cushion vehicles) - Poids total admissible (Véhicules à coussin d'air): KG		Depth - Creux: 2.32 m	
Hull material - Matériel de la coque: STEEL		Propulsion: SELF-PROPELLED	Brake power - Unité de puissance: 596 KW
Builder's name and place of build - Nom du constructeur et lieu de construction: YARROWS LTD. ESQUIMALT BC CANADA		Build - Construction: 1947/00 yyyy-mm - aaaa-mm	Vessel descriptor - Descripteur de bâtiment: FERRY
Owner(s) name and address - Propriétaire(s) nom et adresse: OKANAGAN LAKE BOAT COMPANY INC. 414 VIEWCREST RD. KELOWNA, BC CANADA V1W 4J8			
Name and address of authorized representative: Nom et adresse du représentant autorisé: OKANAGAN LAKE BOAT COMPANY INC. 414 VIEWCREST RD. KELOWNA, BC CANADA V1W 4J8		Date of first registry (at current port) Date de la première immatriculation (au port courant): MAY 13, 1969	
Remarks/Remarques: THIS CERTIFICATE IS NOT VALID IF ALTERED. THE CERTIFICATE OF REGISTRY MUST BE KEPT ON BOARD WHILE THE VESSEL IS IN OPERATION. FAILURE TO REPORT ANY CHANGES, INCLUDING A CHANGE OF ADDRESS TO THE PORT OF REGISTRY, MAY RESULT IN THE SUSPENSION/CANCELLATION OF THE REGISTRATION. SI MODIFIÉ, CE CERTIFICAT N'EST PAS VALIDE. DURANT L'EXPLOITATION DU BÂTIMENT, LE CERTIFICAT D'IMMATRICULATION DOIT TOUJOURS RESTER À BORD. À DÉFAUT DE RAPPORTER DES CHANGEMENTS, Y COMPRIS UN CHANGEMENT D'ADRESSE AU PORT D'IMMATRICULATION, IL PEUT Y AVOIR COMME CONSÉQUENCE LA SUSPENSION/RÉVOCACTION DE L'IMMATRICULATION.			
Issue date - Date d'émission: JANUARY 31, 2013		This certificate expires at the end of - Ce certificat expire à la fin de: JANUARY, 2016	
Issued at - Émis à: Vessel Registration/Immatriculation des bâtiments Marine Safety/Sécurité maritime Transport Canada/Transports Canada OTTAWA		Signature (Chief Registrar - Registrare en chef) (CSA 2001 - LMMC 2001 6.42)	

84-0159 (07/11-04)

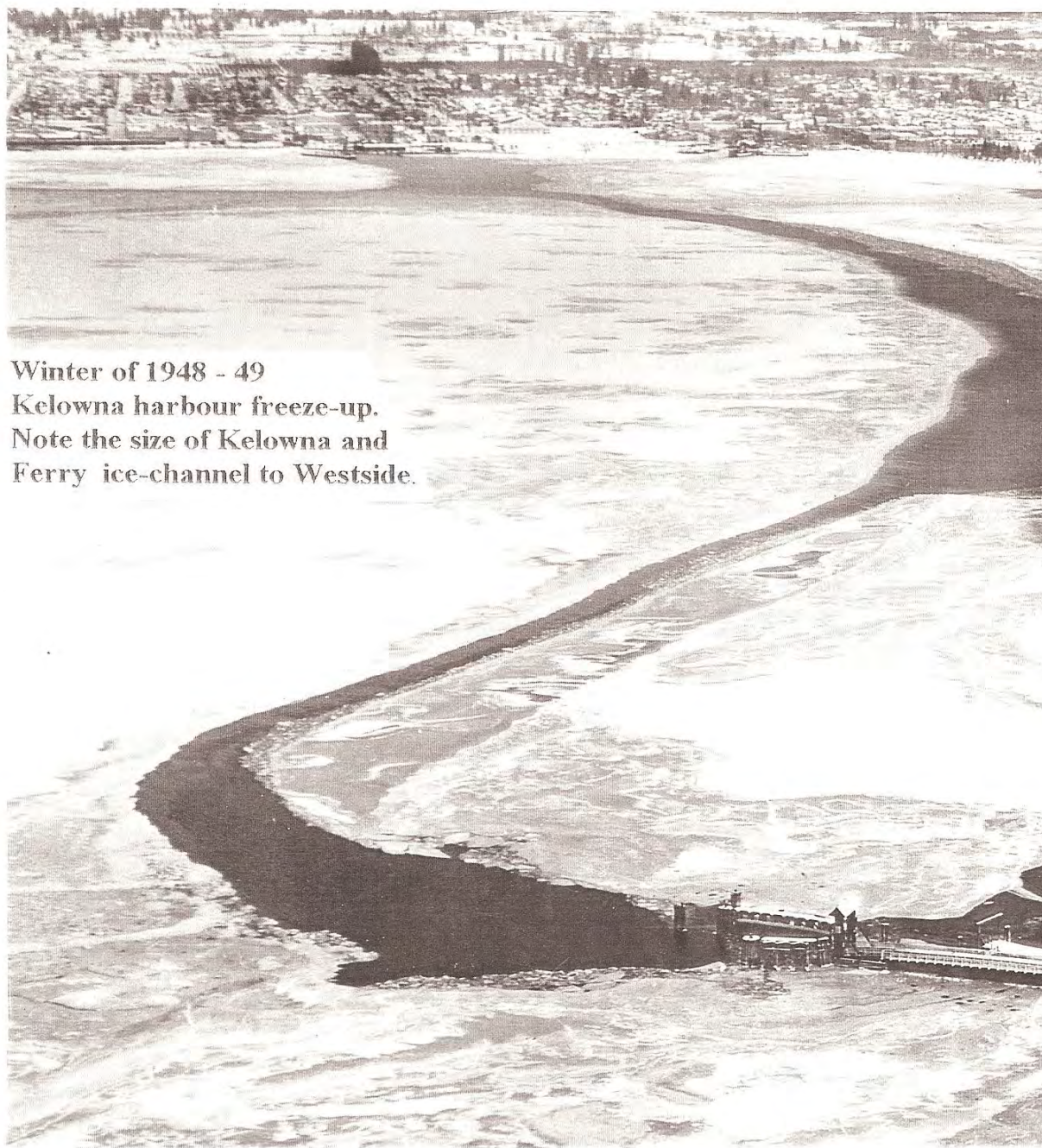
Page 1 of 02

Canada



LEQUIME
VICTORIA B. C.

WHITE TRANSPORT



Winter of 1948 - 49
Kelowna harbour freeze-up.
Note the size of Kelowna and
Ferry ice-channel to Westside.





The first voyage to Fintry Provincial Park in 1965.

'500. REWARD
FOR AN AUTHENTIC PICTURE OF "OGOPOGO"
TAKEN FROM THE

M.V. FINTRY



**Okanagan Lake
CRUISES**

Daily Schedule		Rates	
		ADULT	CHILD
A.M.	LVS. KELOWNA 10:00 a.m.	\$1.50	.75
	RTH. KELOWNA 11:00 a.m.		
P.M.	LVS. KELOWNA 2:00 p.m.	\$3.00	\$1.00
	RTH. KELOWNA 4:00 p.m.		
	LVS. KELOWNA 8:30 p.m.	\$4.00	\$2.50
	RTH. KELOWNA 11:00 p.m.		

Dance Special Every Friday and Saturday Night to Fintry

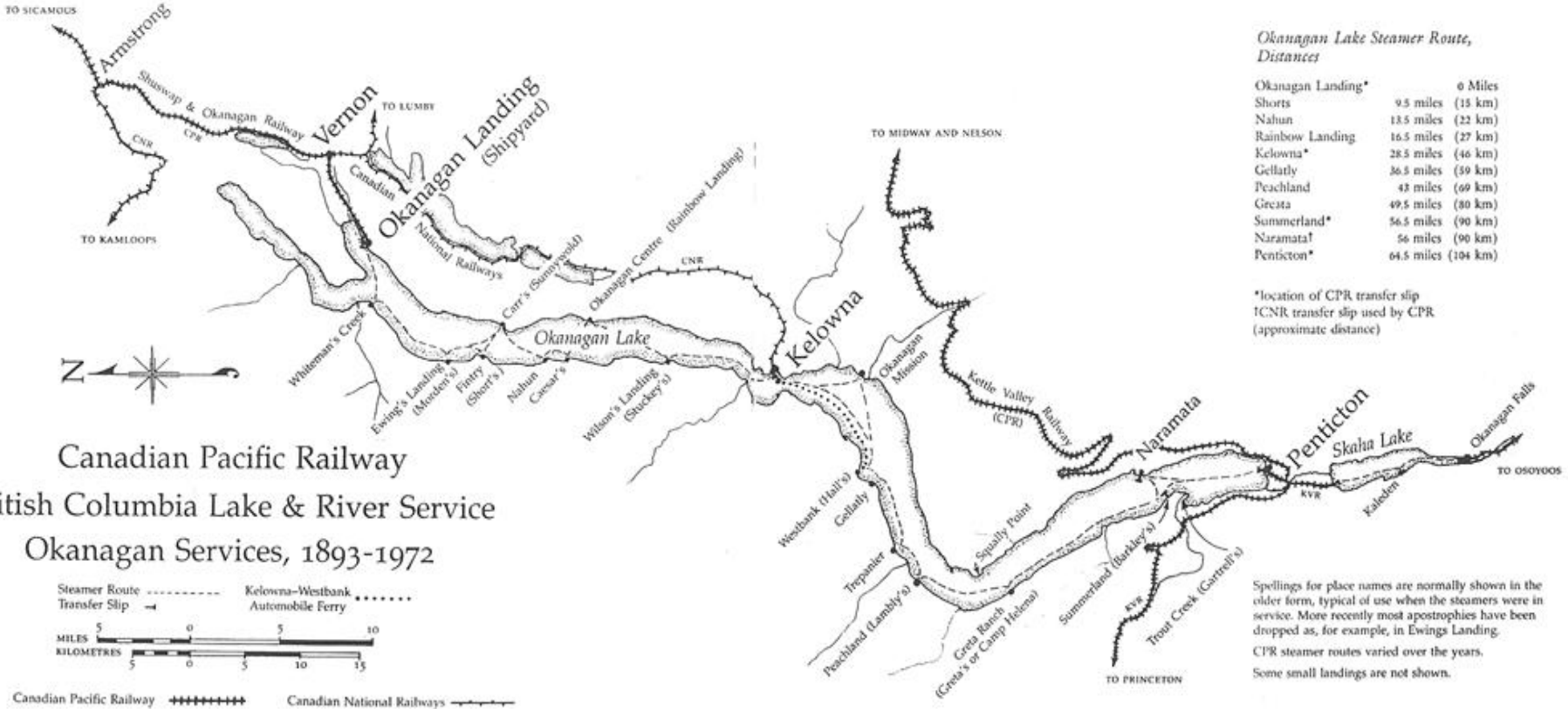
COMPLETE PACKAGE CRUISE, DANCE AND RETURN **\$4.50** Per Person

All the Fun of an Ocean Cruise - Deck Games - Entertainment - Music - Sing-A-Longs - Dancing. View the Historical Shoreline of the Beautiful Okanagan. See Points of Interest such as Indian Burial Grounds - Trappers Cabins - Monster and Squaw Island and many other Attractions.

PRICES AND SCHEDULES SUBJECT TO CHANGE WITHOUT NOTICE

CHARTER TOURS AVAILABLE

FOR INFORMATION CALL
FINTRY MARINA LTD.
763-5120



Westside Weekly Photos by Ted Jacob

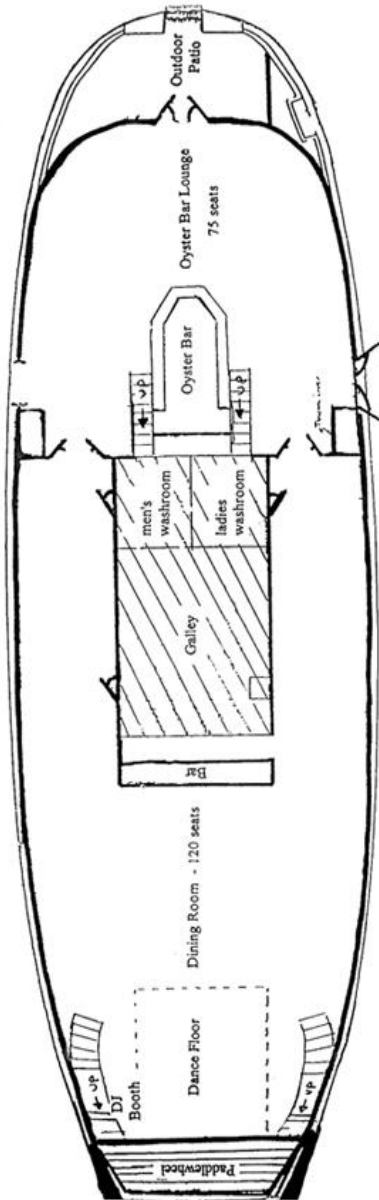
The Finty Queen made its first visit to Peachland last week, bottom left, chartered by the church group World Church of God which held a convention in Penticton for 2,500 of its followers. Peachland was used for the dock this year because Penticton facilities will no longer accommodate the ship. Top left, Finty Queen Captain Lorne Musciow looks out from deck and, at right Peachland resident Harry St. Clair watches from wharf as the Queen sails by.



Photos taken
January 18, 2018



Ship's layout



Fintry Queen - Main Deck

Overall Dimensions

The Length Overall is 154'
The Width Overall is 41'

General Layout

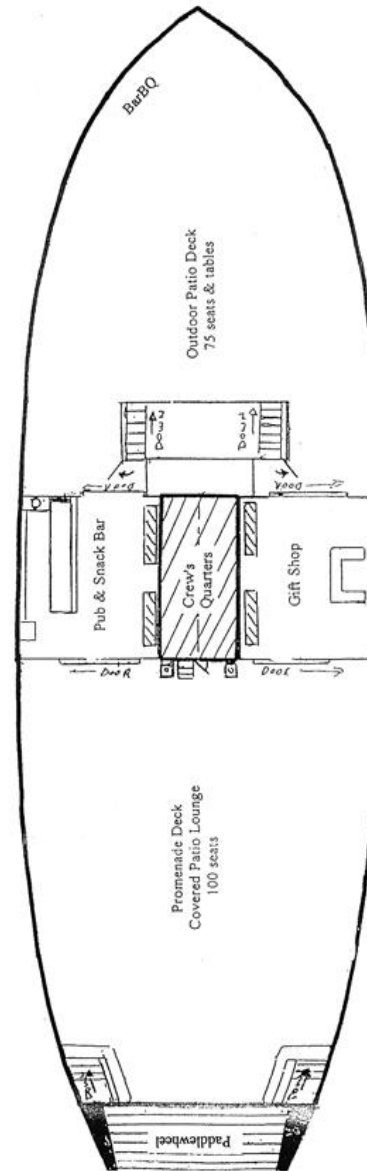
The Main Deck comprises a Dining Lounge with Dance Floor, Full Bar, Washrooms, Galley, Oyster Bar Lounge and Outdoor Seating Area

Passenger Capacities

120 Dining Room - Table Seating with Buffet
75 Oyster Bar Lounge - Table seating
15 Forward Outdoor Seating Area

Liquor License Directives

"B" Dining Lounge License for 280 Patrons
Dining Room Hours 11:00 AM - 1:00 AM
Liquor Service permitted at Dockside
Patrons must have food



Fintry Queen - Promenade Deck

Overall Dimensions

The Length Overall is 154'
The Width Overall is 41'

Total Passenger Capacities

308 Number of Passengers inclusive of 7 crew
336 Number of Passengers inclusive of 8 crew

General Layout

The Upper Deck comprises a Forward Outdoor Patio Deck, Gift Shop, Snack Bar & Pub with Draught Beer and Liquors, and a Semi-Enclosed Rear Patio Deck.

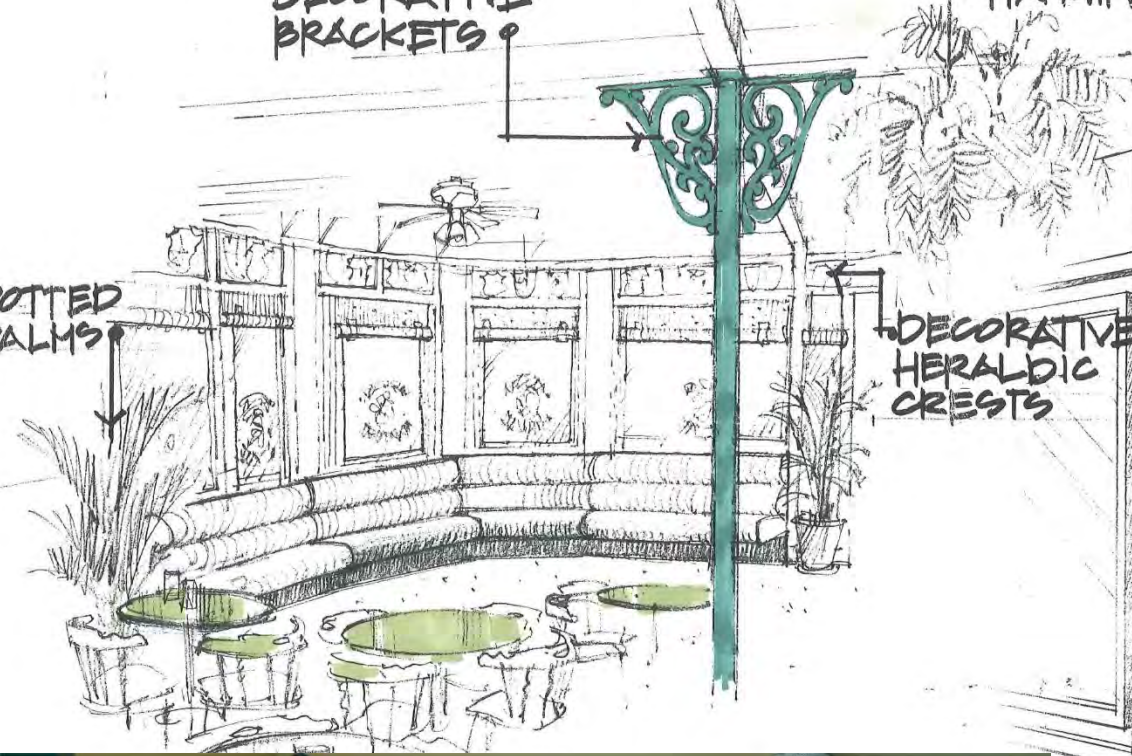
Promenade Deck

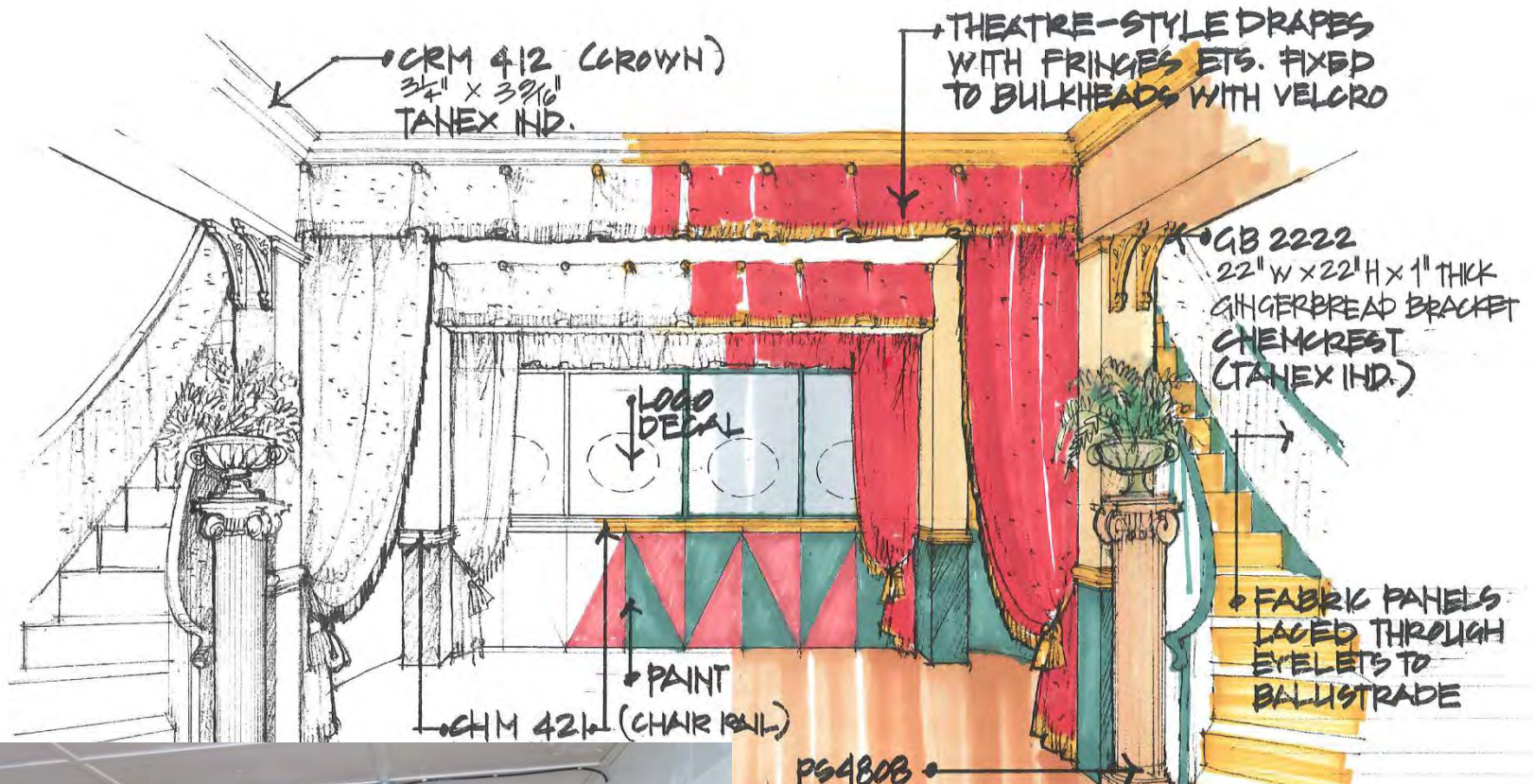
100 Bench Seats in Rear Patio Area
75 Seats & Tables on the Outdoor Deck

The rear Promenade Deck is weather protected by see-through blinds that can be drawn down for high winds or inclement weather conditions

Liquor License Directives

"A" Pub License for 225 Patrons
Dockside sales permitted one hr. prior to sailing
Minors Permitted
Ticketed Cruises permitted w/o food.





PS4808 •
 FLUTED PLAIN
 WITH FANCY T
 CHEMCREST
 (TANEX IND)





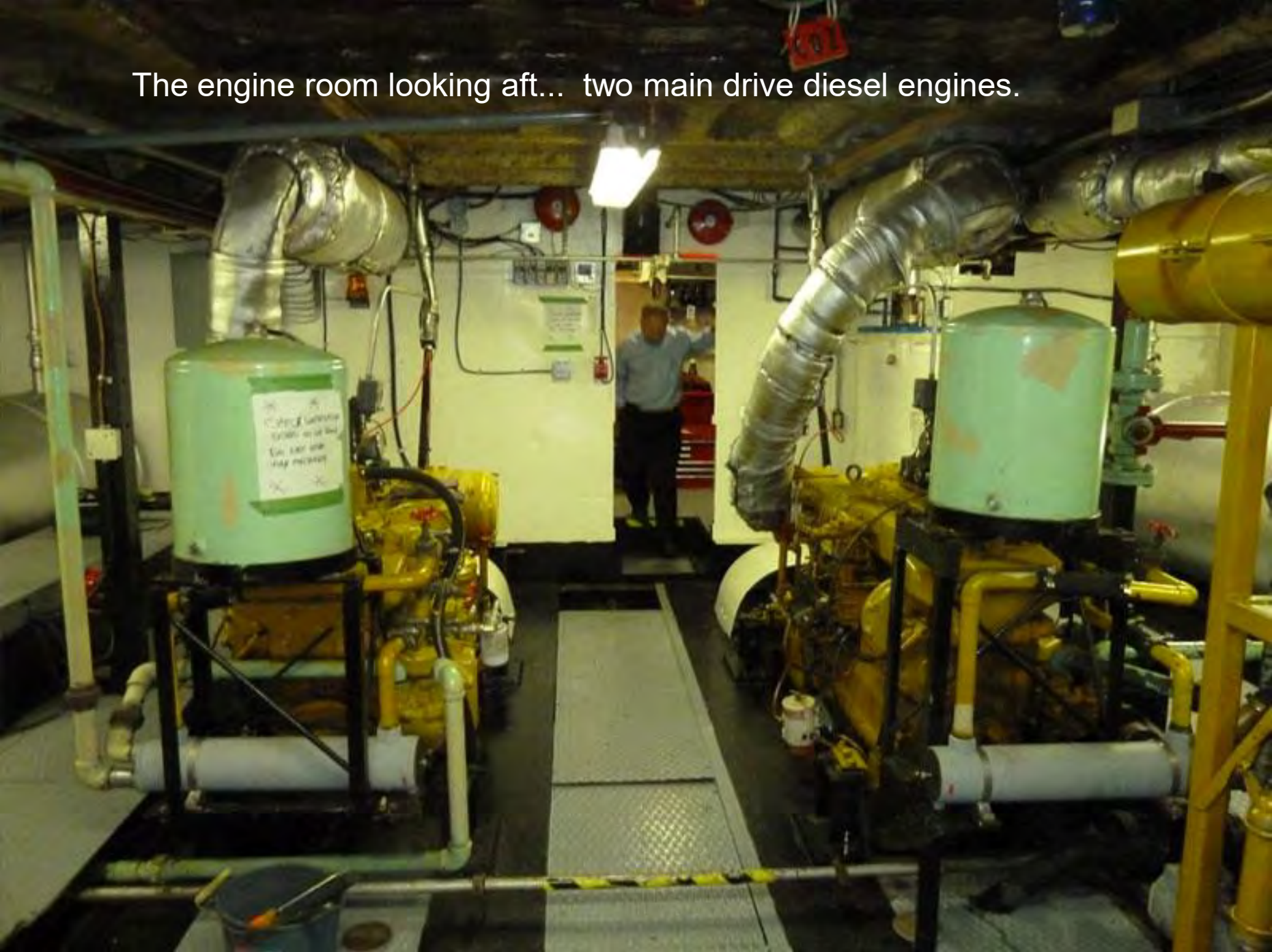
Improvements 2006 – 2008

An estimated \$800,000 was spent to modernize the ship's systems.

- New wiring including all panels.
- Fire suppression system with tank.
- Sprinklers, alarms, hull intake.
- Inspection of hull in 2006 and 2007.
- Stainless shaft & bronze propellers.
- Communications system.
- Sonar.
- Squirrel Terminals (6) for restaurants.
- Painted and cleaned 2008.
- Back-up generator on top deck.
- Rebuild main engines.
- Top deck outside Barbeque.
- Lighting per Transport Canada.



The engine room looking aft... two main drive diesel engines.



Year 2000 Brochures

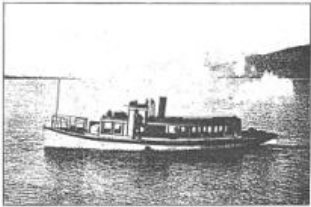
28,000 Passengers
annually over a
10 Year Average

Projected departures:

2019 – 203 Cruises
2020 – 316 Cruises
2021 – 635 Cruises

Transportation P.S. 1001-314000 Towing

**Okanagan Lake Boat
Company**
Naramata, B. C.




FERRY SERVICE
Summerland—Naramata—Penticton

Special Trips to All Ports on the Lake For
Commercial Travelers and Tourists
Telephone Connections

CRUISE THE LAKE

Experience the Natural Beauty
of the Okanagan Valley and the
Legend of Ogopogo



FINTRY QUEEN

PADDLEWHEELER

Family Fun for over 50 Years

**DINING & DANCING
SEVEN NIGHTS A WEEK
DINNER CRUISES**
~~(250) 763-2780~~

Daily Sailings

Departs	Returns
12:00 PM	1:30 PM
3:00 PM	4:30 PM
7:00 PM	9:00 PM

Sundays Only 5:30 PM - 8:15 PM

Friday & Sat Nights: 9:30 PM - 12:00 Midnight

A Bar-B-Q Lunch is served daily on the
forward deck from 12:00 Noon - 4:00 PM.

There is a Concession, A La Carte Menu
and Licensed Service offered on all cruises.

Cruise Ticket

Adults	\$9.00
Seniors	\$8.00
Youth (12 & under)	\$6.00
Child (6 & under)	\$5.00

Rates available for Groups of 25 or more.

Dinner & Cruise Packages

Buffet Dinner served nightly, seating at 5:30 PM
before departure, and at 7:30 PM while cruising.

Adults	\$24.50
Seniors	\$23.50
Youth (12 & under)	\$14.50
Child (6 & under)	\$10.50

Rates available for Groups of 25 or more.

Sunday's 5:30 PM Dinner Cruise travels south
under the Okanagan Lake Floating Bridge.

Taxes and beverages not included in above prices.
Prices subject to change without notice.

Specials

Meeting Rooms available dockside or while
cruising. Ask about Charters, Weddings,
Banquets or hosting Special Events.

For reservations & information call:

Ph. (250) 763-2780

Ph. (250) 763-6979

www.fintryqueen.com

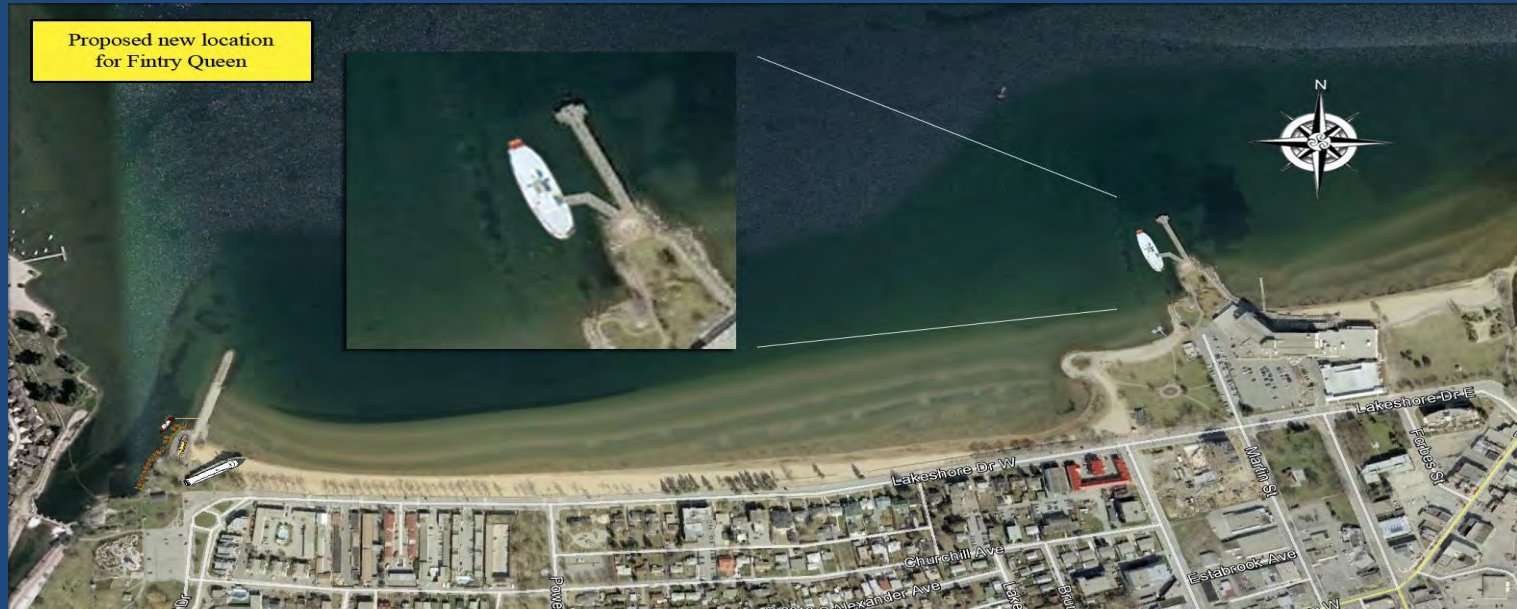
email: fintryqueen@pocmark.net

*Family Fun for
over 50 Years*



Cover Photo: John Bicknell

Landings Sites – Penticton - Summerland - Naramata



Anchorage site – approx 1400 ft offshore in 65 ft of water.



Kickininee Anchorage

Image © 2016 DigitalGlobe
© 2016 Google

Image City of Kelowna

Google Earth

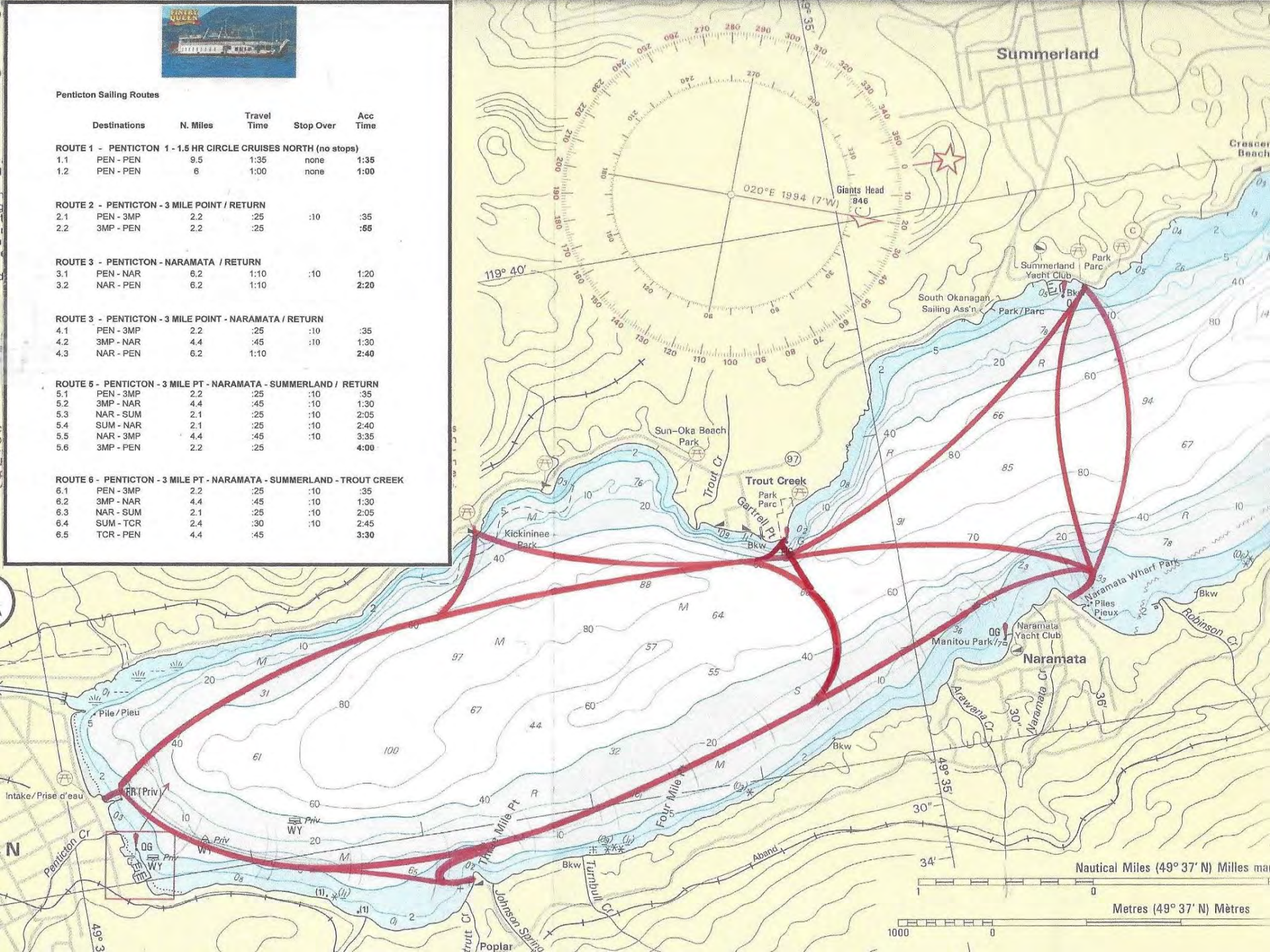
2004

Imagery Date: 4/27/2013 49°32'50.92" N 119°36'43.62" W elev 342 m eye alt 4.00 km



Penticton Sailing Routes

	Destinations	N. Miles	Travel Time	Stop Over	Acc Time
ROUTE 1 - PENTICTON 1 - 1.5 HR CIRCLE CRUISES NORTH (no stops)					
1.1	PEN - PEN	9.5	1:35	none	1:35
1.2	PEN - PEN	6	1:00	none	1:00
ROUTE 2 - PENTICTON - 3 MILE POINT / RETURN					
2.1	PEN - 3MP	2.2	:25	:10	:35
2.2	3MP - PEN	2.2	:25		:55
ROUTE 3 - PENTICTON - NARAMATA / RETURN					
3.1	PEN - NAR	6.2	1:10	:10	1:20
3.2	NAR - PEN	6.2	1:10		2:20
ROUTE 3 - PENTICTON - 3 MILE POINT - NARAMATA / RETURN					
4.1	PEN - 3MP	2.2	:25	:10	:35
4.2	3MP - NAR	4.4	:45	:10	1:30
4.3	NAR - PEN	6.2	1:10		2:40
ROUTE 5 - PENTICTON - 3 MILE PT - NARAMATA - SUMMERLAND / RETURN					
5.1	PEN - 3MP	2.2	:25	:10	:35
5.2	3MP - NAR	4.4	:45	:10	1:30
5.3	NAR - SUM	2.1	:25	:10	2:05
5.4	SUM - NAR	2.1	:25	:10	2:40
5.5	NAR - 3MP	4.4	:45	:10	3:35
5.6	3MP - PEN	2.2	:25		4:00
ROUTE 6 - PENTICTON - 3 MILE PT - NARAMATA - SUMMERLAND - TROUT CREEK					
6.1	PEN - 3MP	2.2	:25	:10	:35
6.2	3MP - NAR	4.4	:45	:10	1:30
6.3	NAR - SUM	2.1	:25	:10	2:05
6.4	SUM - TCR	2.4	:30	:10	2:45
6.5	TCR - PEN	4.4	:45		3:30



et achemine les différents types de câbles conducteurs d'électricité, souvent à haute tension, et d'autres câbles de service. Les navigateurs prendront garde en passant sous tous les câbles aériens et éviteront de jeter l'ancre ou d'effectuer des opérations de fond à proximité des câbles sous-marins. La hauteur libre d'un câble aérien peut varier de sa valeur cartographiée à cause des changements dans les conditions atmosphériques, les niveaux d'eau et autres facteurs. Pour plus de renseignements, consulter l'Avis aux navigateurs No. 16 de chaque année et le volume approprié des Instructions nautiques du SHC.

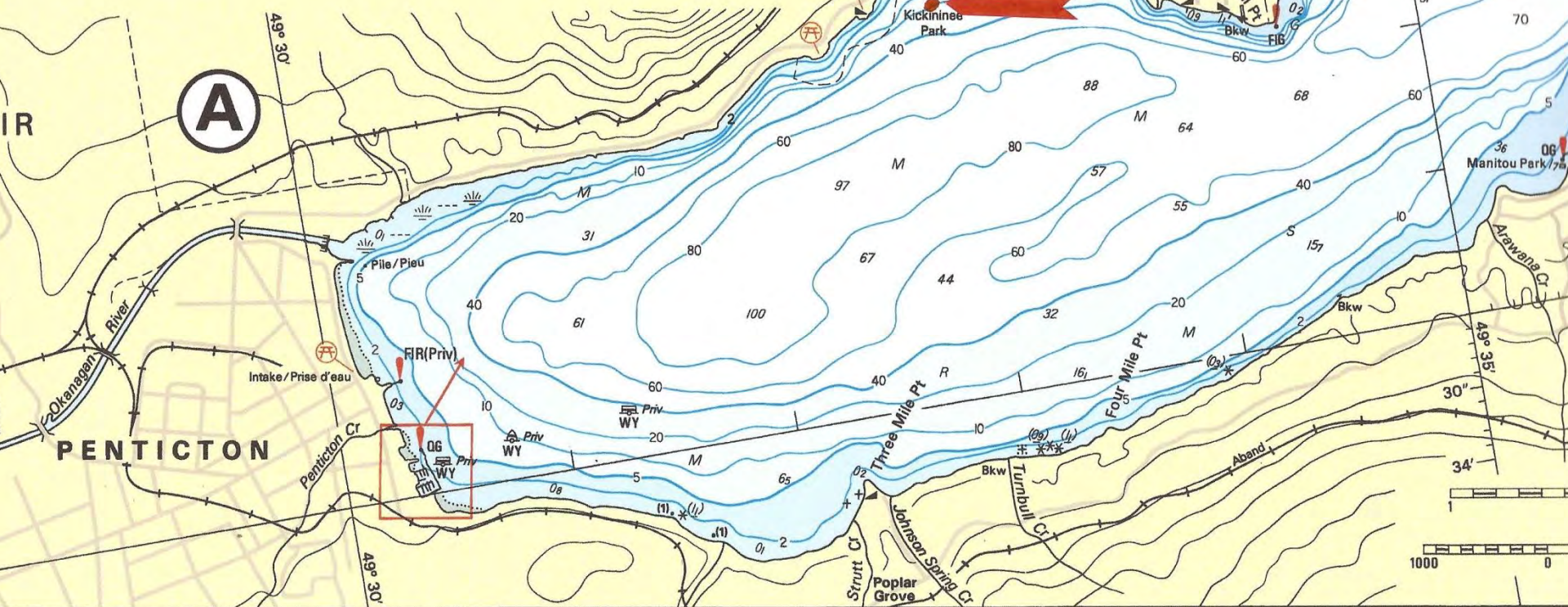
et achemine les différents types de câbles conducteurs d'électricité, souvent à haute tension, et d'autres câbles de service. Les navigateurs prendront garde en passant sous tous les câbles aériens et éviteront de jeter l'ancre ou d'effectuer des opérations de fond à proximité des câbles sous-marins. La hauteur libre d'un câble aérien peut varier de sa valeur cartographiée à cause des changements dans les conditions atmosphériques, les niveaux d'eau et autres facteurs. Pour plus de renseignements, consulter l'Avis aux navigateurs No. 16 de chaque année et le volume approprié des Instructions nautiques du SHC.

RESTRICTED AREAS

Any restricted recreational areas are marked by special buoys or private floats not shown on this chart. Boaters are urged to exercise extreme caution when approaching these areas.

ZONES DE RESTRICTION

Baucoup de zones récréatives où il existe des restrictions sont précisées par des bouées spéciales ou des flotteurs entretenus par des particuliers, non cartographiés. Les navigateurs doivent être extrêmement prudents à l'approche de ces zones.



Kickininee Anchorage Site Mooring Arrangement

Components based on wind, wave and current loads:

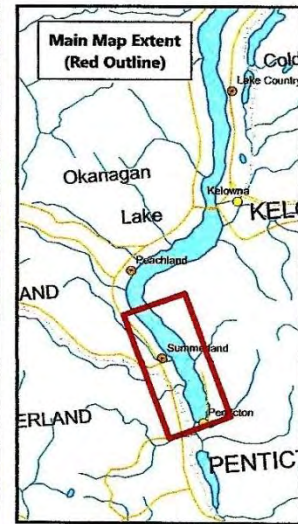
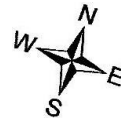
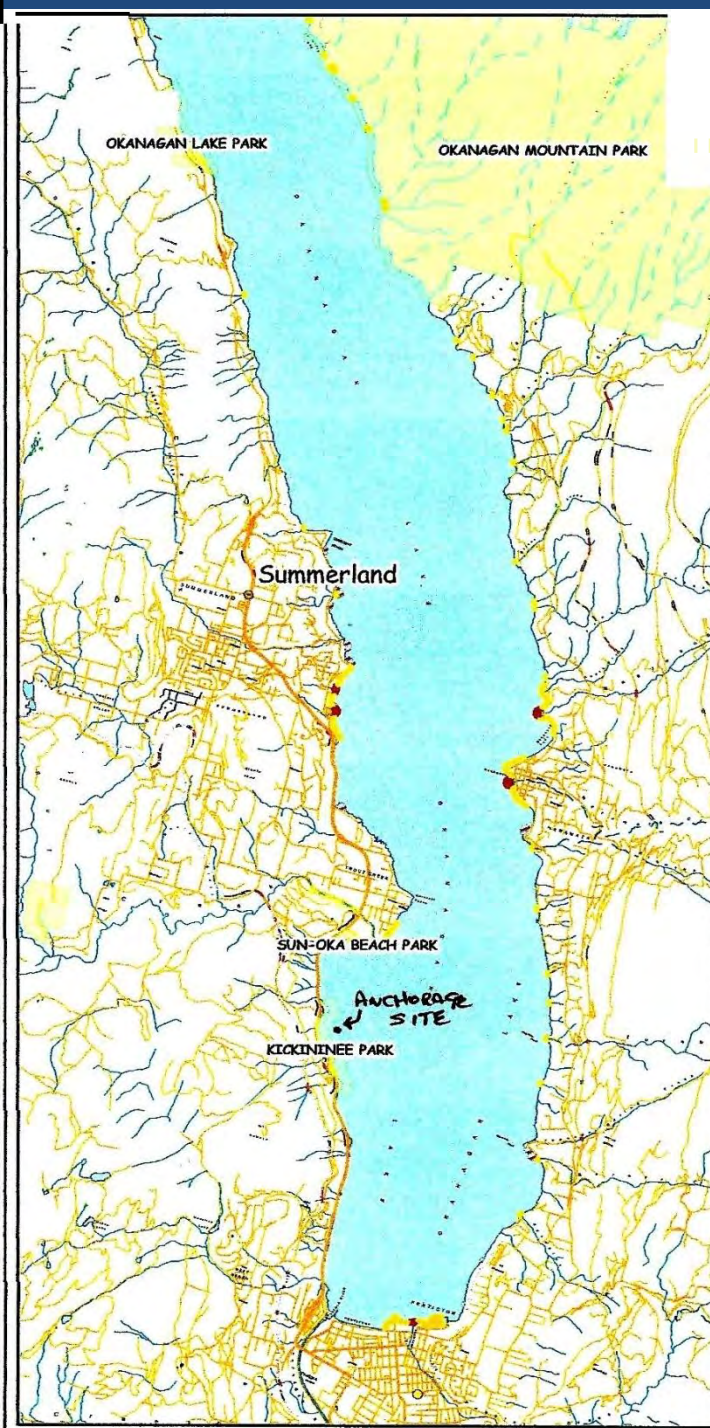
Maximum recorded winds (84 km/hr (1955 to present).

Maximum design gust speed of 126 km/hr (68 knots)

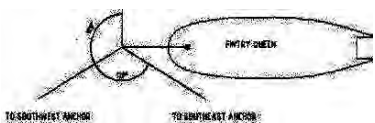
Maximum design wave height is 2.01 m with a period of 4.06s and a wave length of 25.7m

Current forces based on wind generated surface current leads to design current of 0.7 m/s (1.4 knots)

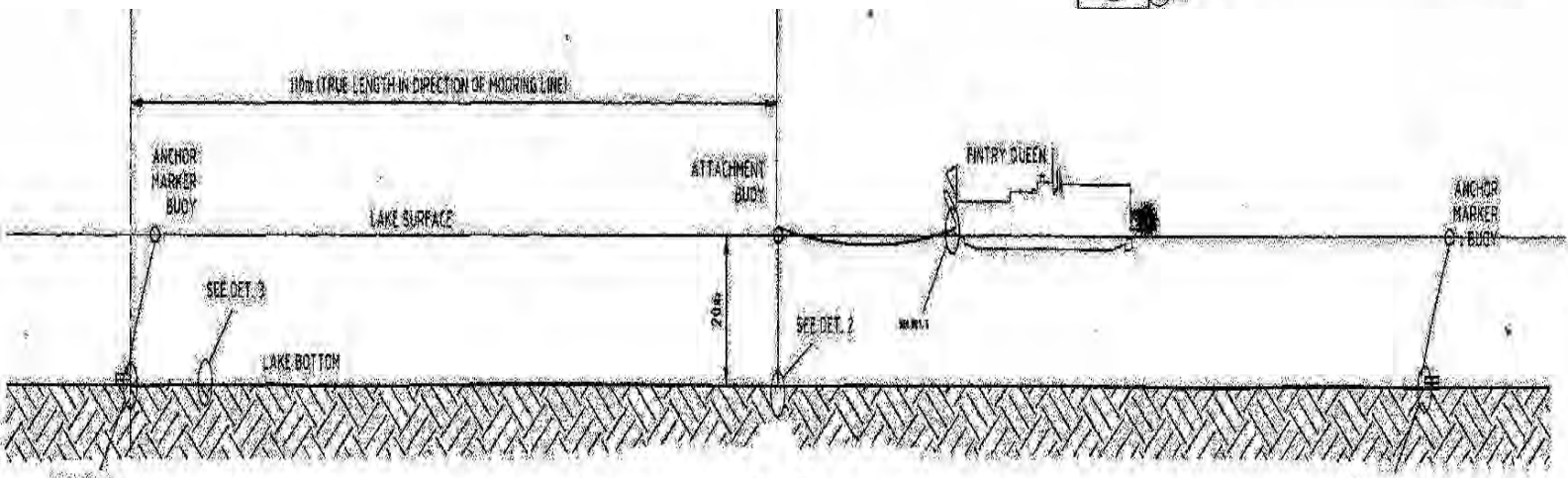
Designed by: Neil Dobie
Project Engineer for Capilano
Maritime Design Ltd.



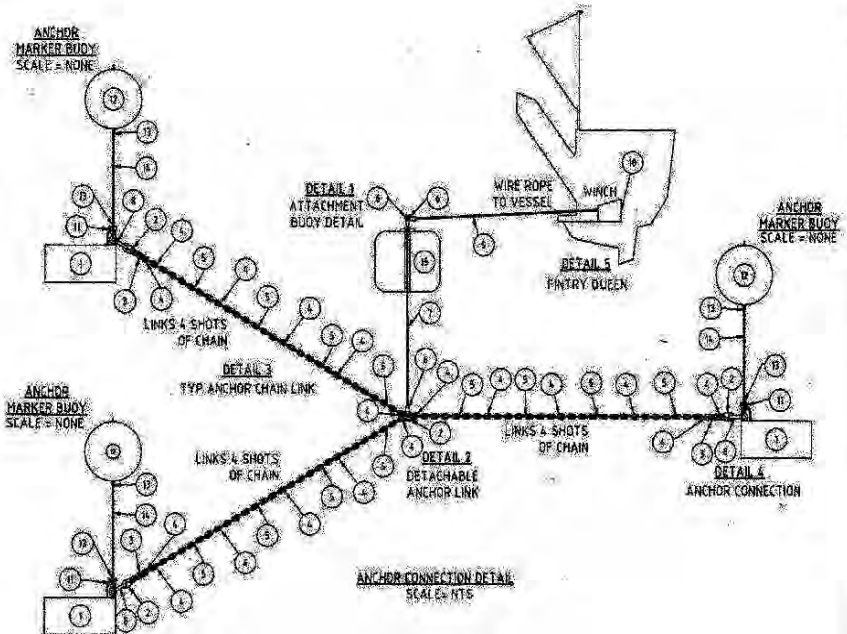
BILL OF MATERIALS			
ITEM NO.	ITEM	QUANTITY	DESCRIPTION
1	ANCHOR	3	57 WT. 125,000 LB. W
2	CHAIN CONNECTING LINK	3	250mm (10 1/4" dia.)
3	SWIVEL WITH LINKS	3	12 (1) 28mm (1 1/8" dia.)
4	WEATER LINK	3	20mm (1 1/4" dia.)
5	CHUCK	12 SHOTS	20mm (1 1/4" dia.)
6	SPLT TER SOCKET	3	19mm (3/4" dia.)
7	MOORING LINE	200m	19mm (3/4" dia.)
8	ANCHOR SHACKLE	3	44mm (1 3/4" dia.)
9	WINCH MOORING LINE	30m ON DRUM	19mm (3/4" dia.)
10	MOORING WINCH	3	22.5 TONNES
11	ANCHOR SHACKLE	3	32mm (1 1/4" dia.)
12	ANCHOR MARKER BODY	3	1.220m (4ft) DIA.
13	SHACKLE	3	70 (1) 13/16" dia.
14	MARKER BODY CHAIN	32m	19mm (3/4" dia.)
15	RELEASE POINT BODY	3	1.15m DIA



KEYPLAN
SCALE: NTS



ELEVATION
POND ANCHORING



ISSUED FOR REVIEW	
DATE	2011-11-15
BY	J. BRADY
REVISIONS	
REV. NO.	DESCRIPTION
ISSUED FOR REVIEW	
PROJECT: ENTRY QUEEN	
BY: OKANAGAN LAKE BOAT CO. INC.	
TITLE: ENTRY QUEEN MOORING DETAILS	
DATE: 11-04-2011	SCALE: 1:50
PROJECT: 1101111-01	DATE: 11/04/11
SCALE: 1:50	BY: J. BRADY
WWW.OKANAGANLAKEBOATCO.COM 1101111-01-03	

Kickininee Anchorage - Approval & Permitting Process

- BCMLNR Crown Tenure
- BC Ministry of Environment
- First Nations Consultation
- RDOS
- BC Ministry of Parks
- BC Ministry of Highways
- Transport Canada – Navigation Protection Program “Notice of Works”
- Engineering - design of moorage plan based on historical weather data.

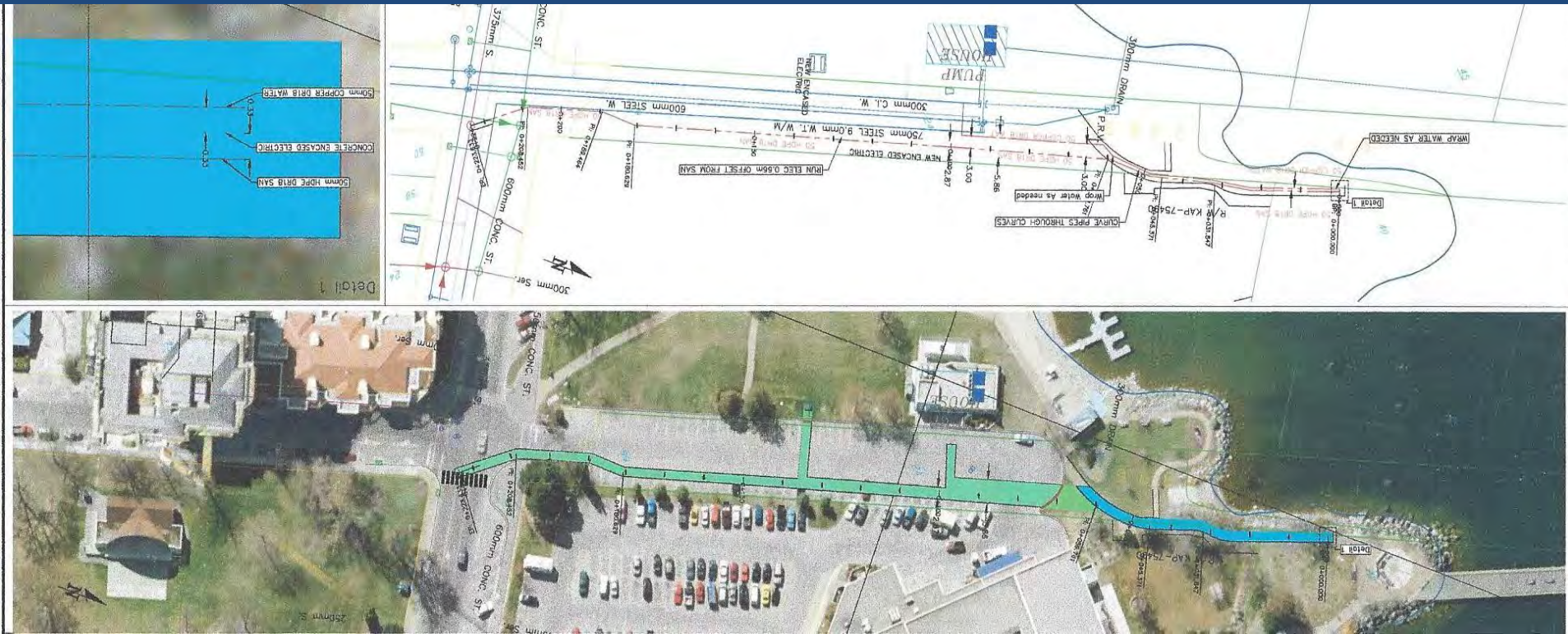


Over 50 Years of history operating from Kelowna's downtown Kerry Park.



Long-term benefits for Okanagan residents & communities

- 1) A world class tourist attraction for the South Okanagan.
- 2) A transportation link between communities, parks, wineries & resorts.
- 3) Increased safety along the waterfront parks & boardwalks – day & night.
- 4) A catalyst for tourism investment – business growth & development.
- 5) Access to Okanagan Lake for all ages – creating lifetime memories.
- 6) Honours the “Okanagan paddlewheeler” tradition.
- 7) Creates jobs, services, facilities and new opportunities for others.
- 8) Contributes towards “a vibrant, innovative, adventurous Okanagan experience”



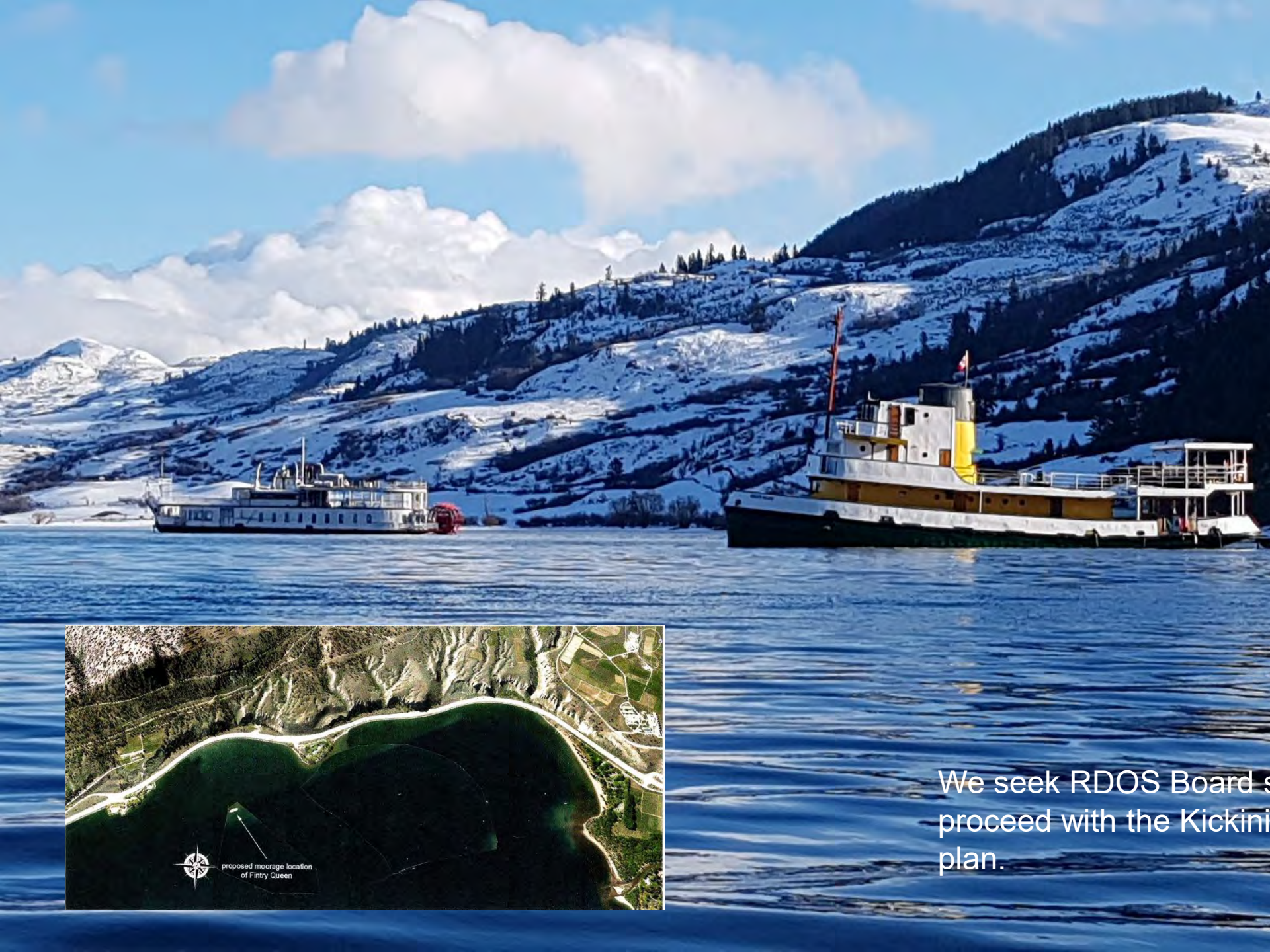
Sustainability, Community, Economic Opportunity



- \$3-400,000 investment into public docks, water and sanitation facilities.
- 30 - 40 new jobs, \$300,000/yr. in wages & benefits.
- \$500,000 yr. in purchases for goods and services within the community.
- Supports existing businesses in the region.
- Partner in the regional tourism plan.
- Enhances public experience – makes use of public space.

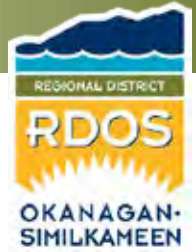
Risk Reduction

- Docks and anchorage at no cost to communities.
- Moorage rights revert back to City / Districts.
- Anchorage 100% removable with no lasting effect.
- City / District protected by regulation from BCMLNR and Transport Canada.
- Financing, permitting and construction completed before the ship arrives.



We seek RDOS Board s
proceed with the Kickini
plan.

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: May 3, 2018
RE: Zoning Bylaw Amendments – Electoral Area “A”

Administrative Recommendation:

THAT Bylaw No. 2451.22, 2018, Electoral Area “A” Zoning Amendment Bylaw be read a third time.

Purpose: To allow for the construction of a secondary suite on a parcel less than 2020 m²

Owner: Allan & Shawna Farrell Applicant: owners Folio: A-06315.055

Civic: 2404 87th Street, Osoyoos Legal: Lot 2, DL 2450s, SDYD, Plan KAP16150, Portion L630

Zoning: Residential Single Family (RS1) Proposed Zoning: Residential Single Family Site Specific (RS1s)

Proposed Development:

This application proposes to amend the zoning bylaw in order to allow for the construction of a secondary suite on a parcel that is less in area than the permitted 2,020 m² and that is not connected to a community sanitary sewer system

Specifically, it is being proposed to construct a 90 m² suite on the second floor of a new addition to an existing single family dwelling.

Site Context:

The subject property is approximately 1,522 m² in area and is located near the intersection of 87th Street and 26th Avenue and approximately 510 m south of the Town of Osoyoos.

There is currently one dwelling unit on the property. The surrounding pattern of development is characterized by a residential type of subdivision with single family dwellings on similar sized parcels.

Background:

At its meeting of March 19, 2018, the Electoral Area “A” Advisory Planning Commission (APC) resolved to recommend to the Regional District Board that this development proposal be approved.

A Public Information Meeting was held ahead of the APC meeting on November 21, 2017, and was attended by 12 members of the public.

At its Meeting of April 5, 2018, the Board gave first and second reading to Amendment Bylaw No. 2451.22, 2018.

A Public Hearing is to be held on May 3, 2018, prior to the regular scheduled Board Meeting.

All comments received through the public process, including APC minutes are compiled and included as a separate item on the Board Agenda.

Approval from the Ministry of Transportation and Infrastructure (MoTI) is required as the proposal is situated beyond 800 metres of a controlled area.

Analysis:

The main considerations in assessing this proposal is whether or not to allow a secondary suite on a property less than 2,020 m², and not serviced with a community sewer system, as required in the zoning bylaw. As the size of subject property is only 1,522 m², the applicant has had a new sewerage system designed by a Registered Onsite Wastewater Practitioner (ROWP) that is capable of accommodating the anticipated flows from the principal dwelling as well as the secondary suite.

The proposed addition to the existing dwelling meets all of the siting requirements for the RS1 Zone (height, parcel coverage, setbacks); however, the proposed overall design submitted gives the appearance to the streetscape to be a full duplex, given the two storeys and second garage for the addition.

Alternatives:

- .1 THAT Bylaw No. 2451.22, 2018, Electoral Area "A" Zoning Amendment Bylaw be rescinded and the bylaw denied.

Respectfully submitted

ERiechert

E. Riechert, Planner

Endorsed by:

CG

C. Garrish, Planning Supervisor

Endorsed by:

B. Dollevoet

B. Dollevoet, Dev. Services Manager

Attachments: No. 1 – Applicant's Site Plan

Attachment No. 1 – Applicant’s Site Plan



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2451.22, 2018

A Bylaw to amend the Electoral Area "A" Zoning Bylaw No. 2451, 2008

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

1. This Bylaw may be cited for all purposes as the "Electoral Area "A" Zoning Amendment Bylaw No. 2451.22, 2018."
2. The Official Zoning Map, being Schedule '2' of the Electoral Area "A" Zoning Bylaw No. 2451, 2008, is amended by changing the land use designation on the land described as Lot 2, District Lot 2450s, SDYD, Plan 16150, and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Residential Single Family One (RS1) to Residential Single Family One Site Specific Zone (RS1s).
3. The Electoral Area "A" Zoning Bylaw No. 2451, 2008 is amended by:
 - i) replacing Section 16.8.1 under Section 16.8 (Site Specific Residential Single Family One (RS1) Provisions) with the following:
 - 1) In the case of land described as Lot 2, District Lot 2450s, SDYD, Plan 16150, and shown shaded yellow on Figure 16.8.1:
 - a) despite Section 7.12.3, a secondary suite is permitted without connection to a community sanitary sewer on a lot less than 2,020 m² in area.



Figure 16.8.1

READ A FIRST AND SECOND TIME this 5th day of April, 2018.

PUBLIC HEARING held on this 3rd day of May, 2018.

READ A THIRD TIME this ___ day of ___, 2018.

I hereby certify the foregoing to be a true and correct copy of the "Electoral Area "A" Zoning Amendment Bylaw No. 2451.22, 2018" as read a Third time by the Regional Board on this ___ day of ___, 2018.

Dated at Penticton, BC this ___ day of ___, 2018.

Chief Administrative Officer

Approved pursuant to Section 52(3) of the Transportation Act this ___ day of _____, 2018.

ADOPTED this ___ day of ___, 2018.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

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

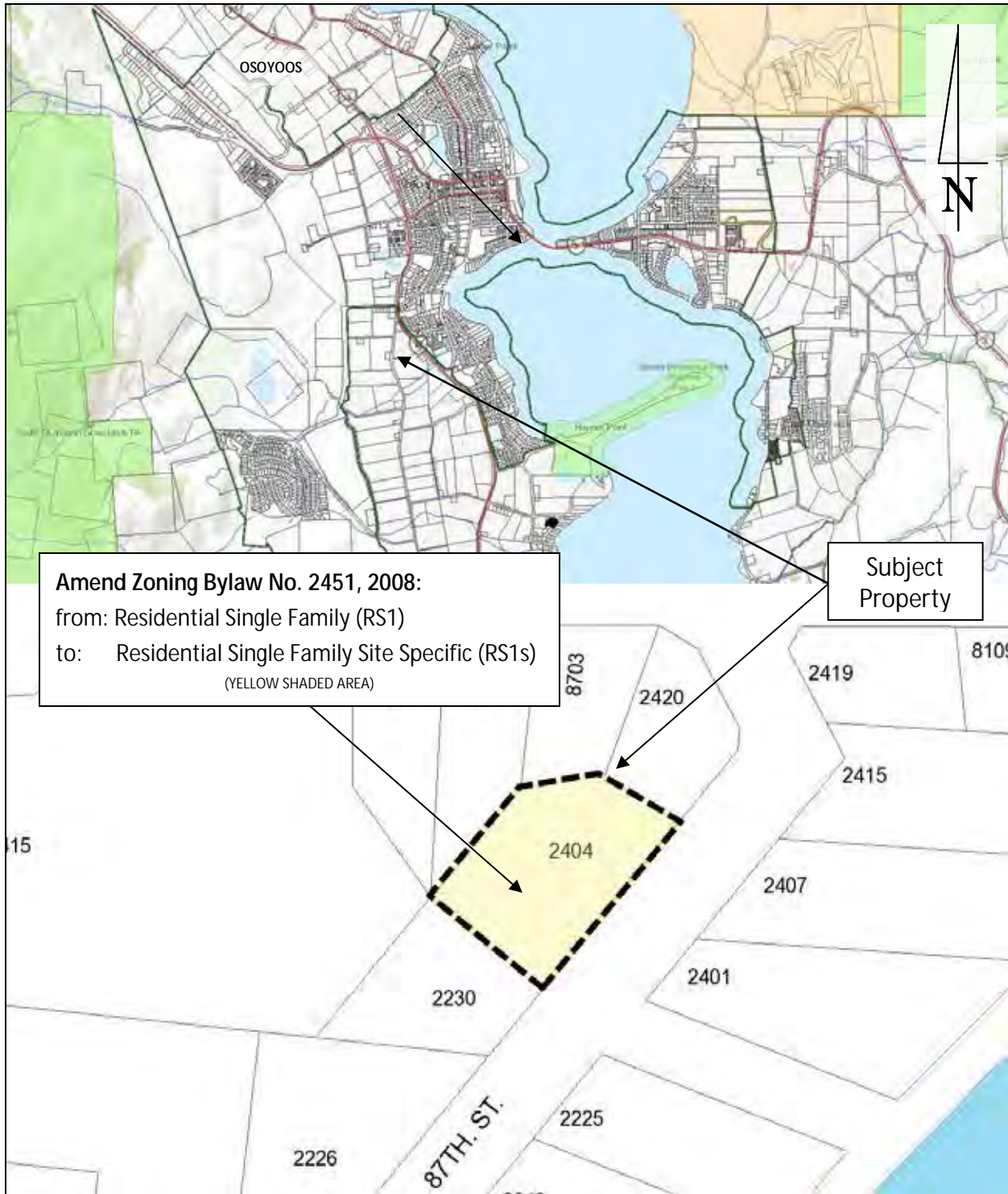
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2451.22, 2018

Project No: A2018.006-ZONE

Schedule 'A'



RESPONSE SUMMARY

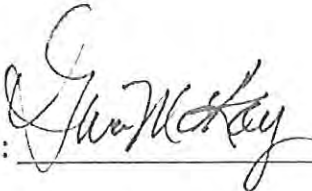
AMENDMENT BYLAW NO. 2451.22, 2018

Approval Recommended for Reasons
Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to
Conditions Below

Approval Not Recommended Due
to Reasons Outlined Below

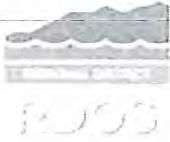
Signature:  _____

Signed By: Gina MacKay _____

Agency: Town of Osoyoos

Title: Director of Planning & Development Services

Date: March 26, 2018



Feedback Form

Regional District of Okanagan Similkameen

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

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

OKANAGAN-
SIMILKAMEEN

TO: Regional District of Okanagan Similkameen FILE NO.: A2018.006-ZONE

FROM: Name: Clayton and Sylvia Clift
(please print)

Street Address: 2401 87th Street Osoyoos,

Tel/Email: clayton.clift@yahoo.ca

RE: Proposed Rezoning of 2404 87th Street, Electoral Area "A"
Residential Family One Site Specific (RS1s)

My comments / concerns are:

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

Written submissions received from this information meeting will be considered by the Regional District Board prior to 1st reading of Amendment Bylaw No. 2451.22.

Feedback Forms must be completed and returned to the Regional District
no later than Friday March 30, 2018

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

Lauri Feindell

From: Cooper, Diana FLNR:EX <Diana.Cooper@gov.bc.ca>
Sent: March 23, 2018 11:46 AM
To: Planning
Cc: Lauri Feindell
Subject: RE: Bylaw Referral - A2018.006-ZONE

A gracious good midmorning to you all there are RDOS!

Thank you for your referral A2018-006-ZONE regarding 2404 87th Street, PID 008692041, L 2 DL 2450S SIMILKAMEEN DIVISION YALE DISTRICT PL 16150. According to Provincial records there are no known archaeological sites recorded on the subject property. However, archaeological potential modeling for the area indicates there is the possibility for unknown/unrecorded archaeological sites to exist on the property.

Archaeological sites (both recorded and unrecorded, disturbed and intact) are protected under the *Heritage Conservation Act* and must not be altered or damaged without a permit from the Archaeology Branch.

Prior to any land alterations (*e.g.*, addition to home, property redevelopment, extensive landscaping, service installation), an Eligible Consulting Archaeologist should be contacted to review the proposed activities and, where warranted, conduct a walk over and/or detailed study of the property to determine whether the work may impact protected archaeological materials. An Eligible Consulting Archaeologist is one who is able to hold a Provincial heritage permit that allows them to conduct archaeological studies. Ask an archaeologist if he or she can hold a permit, and contact the Archaeology Branch (250-953-3334) to verify an archaeologist's eligibility. Consulting archaeologists can be contacted through the BC Association of Professional Archaeologists (www.bcapa.ca) or through local directories.

If the archaeologist determines that development activities will not impact any archaeological deposits, then a permit is not required. Occupying an existing dwelling or building without any land alterations does not require archaeological study or permitting.

In the absence of a confirmed archaeological site, the Archaeology Branch cannot require the proponent to conduct an archaeological study or obtain a permit prior to development. In this instance it is a risk management decision for the proponent.

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

Please review the screenshot of the property below (outlined in yellow) in relation to the archaeological potential *i.e.* the entire area. If this does not represent the property listed in the referral, please contact me.

Kind regards,

Diana

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: May 3, 2018

RE: Official Community Plan & Zoning Bylaw Amendments – Electoral Areas “D-2” & “E”
Small Holdings One (SH1) Zone Review

Administrative Recommendation:

THAT third reading of Bylaw No. 2797, 2018, Regional District of Okanagan-Similkameen Small Holdings One (SH1) Zone Review Amendment Bylaw be rescinded;

AND THAT Bylaw No. 2797, 2018, Regional District of Okanagan-Similkameen Small Holdings One (SH1) Zone Review Amendment Bylaw proceed to a public hearing;

AND THAT the holding of the public hearing be delegated to Director Siddon 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*.

Purpose:

In order to allow for the scheduling of a public information meeting regarding the proposed consolidation of the Small Holdings One (SH1) with the Large Holdings One (LH1) Zone in Electoral Areas “D-2” and “E”, Administration is recommending that third reading of Amendment Bylaw No. 2797, 2018, be rescinded and that the scheduling of a new public hearing be delegated to Director Siddon.

Background:

At its meeting of April 19, 2018, the Regional District Board resolved to defer consideration of adoption for Amendment Bylaw No. 2797, 2018, in order to allow for the scheduling a public information meeting to address concerns raised by residents in the Upper Carmi neighbourhood in Electoral Area “D-2”.

Under Section 465 (Public hearing procedures) of the *Local Government Act*, a public hearing related to a land use bylaw “must be held after first reading of the bylaw and before third reading.”

During the period following a hearing, Board members should not hear or receive further submissions from any member of the public, unless the Board is prepared to hold another public hearing at which others will have an opportunity to make further representations as well.

Analysis:

As the intent of the deferral of Amendment Bylaw 2797, 2018, is to allow for further submissions from the public to be received and, to ensure consistency with the requirements of the *Local*

Government Act, Administration is recommending that third reading of the amendment bylaw be rescinded and that Director Siddon be delegated the holding of a second public hearing.

This will clarify the Board's intent is to schedule a second public hearing to deal with this amendment bylaw, while the delegation to Director Siddon will provide flexibility in the scheduling of a new date (i.e. sometime after the public information meeting) and will also allow for the public hearing to occur within Electoral Area "D-2" and in the evening when affected residents may be better able to attend.

Conversely, the option to adopt Amendment Bylaw No. 2797, 2018, remains available to the Board with a separate public information meeting scheduled to address the concerns of Upper Carmi residents regarding subdivision potential, carriage house development and possible incorporation within the City of Penticton (all of which are seen to be beyond the scope of Amendment Bylaw No. 2797, 2018).

Alternative:

THAT Bylaw No. 2797, 2018, Regional District of Okanagan-Similkameen Small Holdings One (SH1) Zone Review Amendment Bylaw be adopted.

Respectfully submitted:



C. Garrish, Planning Supervisor

Endorsed by:



B. Dollevoet, Dev. Services Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2797, 2018

**A Bylaw to amend the Electoral Areas "D-2" & "E"
Regional District of Okanagan-Similkameen Official Community Plan Bylaws & 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 Small Holdings One (SH1) Zone Review Amendment Bylaw No. 2797, 2018."

Electoral Area "D-2"

2. The Official Community Plan Bylaw Map, being Schedule 'B' of the Electoral Area "D-2" Official Community Plan Bylaw No. 2603, 2013, is amended by changing the land use designation on:
 - i) the land shown shaded yellow on Schedule 'A-1', which forms part of this Bylaw, from Small Holdings (SH) to Large Holdings (LH).
 - ii) the land described as Lot B, Plan KAP72393, District Lot 2710, SDYD (2027 Carmi Road), shown shaded yellow on Schedule 'B-1', which forms part of this Bylaw, from Small Holdings (SH) to Large Holdings (LH).
 - iii) an approximately 7.5 hectare part of the land described as Lot B, Plan KAP44059, District Lot 292, SDYD (2170 Highway 97), shown shaded yellow on Schedule 'C-1', which forms part of this Bylaw, from Small Holdings (SH) to Large Holdings (LH).
3. The "Regional District Okanagan-Similkameen, Electoral Area "D-2" Zoning Bylaw No. 2455, 2008" is amended by:
 - i) removing the reference to "Small Holdings One Zone SH1" under Section 5.1 (Zoning Districts).

- ii) replacing the fifth line in the second column of Table 7.9 (Screening and Landscaping Requirements) under Section 7.0 (General Regulations) in its entirety with the following:
 - Across a highway from any zone except RA, AG1, AG3, LH1, LH2, I2 or I4.
- iii) replacing the sixth line in the second column of Table 7.9 (Screening and Landscaping Requirements) under Section 7.0 (General Regulations) in its entirety with the following:
 - Abuts any zone except RA, AG1, AG3, LH1, LH2, I2 or I4.
- iv) replacing Section 10.5 (Small Holdings One (SH1) Zone) under Section 10.0 (Rural Zones) in its entirety with the following:
 - 10.5 *deleted.***
- v) adding a new Section 17.4.2 under Section 17.4 (Site Specific Large Holdings One (LH1s) Provisions) to read as follows:
 - .2 in the case of land described as Lot B, Plan KAP72393, District Lot 2710, SDYD, and shown shaded yellow on Figure 17.4.2:
 - a) the following accessory use shall be permitted on the land in addition to the permitted uses listed in Section 10.4.1:
 - i) kennel, which is defined as meaning the care of no more than fifteen (15) 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.
 - b) despite Section 10.4.6, the minimum setback for buildings, structures and areas utilized in association with a kennel from all parcel lines shall be 30.0 metres.
 - c) the gross floor area of a building or structure used in association with a kennel shall not exceed 90 m².

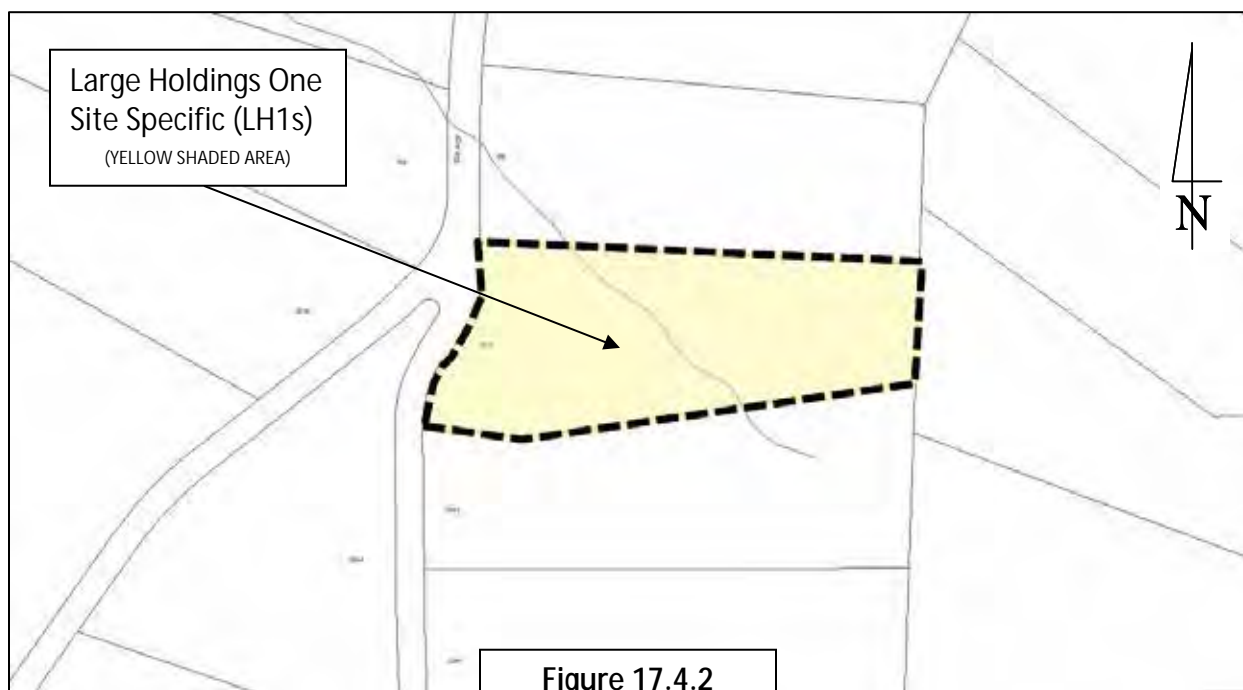


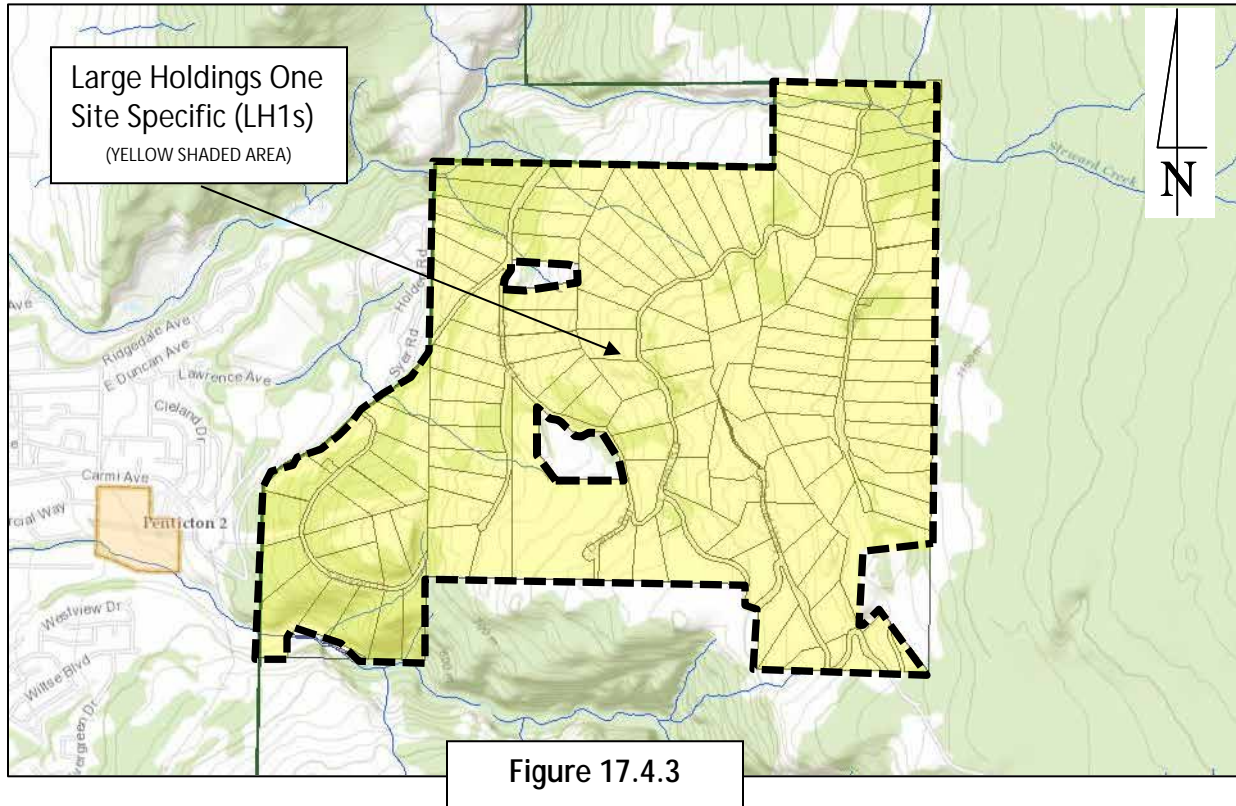
Figure 17.4.2

vi) adding a new Section 17.4.3 under Section 17.4 (Site Specific Large Holdings One (LH1s) Provisions) to read as follows:

.3 in the case of land shown shaded yellow on Figure 17.4.3:

- a) the following principal uses and no others shall be permitted on the land:
 - i) agriculture, subject to Section 7.23;
 - ii) charitable, fraternal or philanthropic institution;
 - iii) forestry;
 - iv) single detached dwelling or mobile home;
 - v) veterinary establishment;
- b) the following accessory uses and no others shall be permitted on the land:
 - i) bed and breakfast operation, subject to Section 7.19;
 - ii) home industries, subject to Section 7.18;
 - iii) home occupations, subject to Section 7.17;
 - iv) secondary suite, subject to Section 7.12;
 - v) retail sales of farm and off-farm products, subject to Section 7.24;
 - vi) accessory buildings and structures, subject to Section 7.13.
- c) despite Section 10.4.5, the maximum number of dwellings permitted per parcel shall be as follows:
 - i) one (1) principal dwelling; and

- ii) one (1) secondary suite.
- d) despite Section 10.4.8, the maximum parcel coverage for greenhouse uses shall be 10%.



- vii) replacing Section 17.5 (Site Specific Small Holdings One (SH1s) Provisions) under Section 17.0 (Site Specific Designations) in its entirety with the following:

17.5 *deleted.*

4. The Official Zoning Map, being Schedule '2' of the Electoral Area "D-2" Zoning Bylaw No. 2455, 2008, is amended by changing the land use designation on:
 - i) the land shown shaded yellow on Schedule 'A-2', which forms part of this Bylaw, from Small Holdings One (SH1) to Large Holdings One Site Specific (LH1s).
 - ii) the land described as Lot B, Plan KAP72393, District Lot 2710, SDYD (2027 Carmi Road), shown shaded yellow on Schedule 'B-2', which forms part of this Bylaw, from Small Holdings One Site Specific (SH1s) to Large Holdings One Site Specific (LH1s).
 - iii) an approximately 7.5 hectare part of the land described as Lot B, Plan KAP44059, District Lot 292, SDYD (2170 Highway 97), shown shaded yellow on Schedule 'C-2', which forms part of this Bylaw, from Small Holdings One (SH1) to Large Holdings One (LH1).

Electoral Area "E"

5. The "Regional District Okanagan-Similkameen, Electoral Area "E" Official Community Plan Bylaw No. 2458, 2008" is amended by:
- i) replacing Section 10.0 (Rural Zones) in its entirety with the following:

10.0 RURAL HOLDINGS

10.1 Background

The Plan Area's rural character and lifestyles are some of the most valued aspects to area residents. While the majority of future residential growth will be directed to designated Rural Growth Areas, there is potential for limited rural development.

Within the Plan Area, Rural Holdings are generally grouped into two categories, Large Holdings (LH) and Small Holdings (SH).

The Large Holdings designation, applies to typically privately-held properties smaller than Resource Area parcels and includes large parcels of land generally used for acreages, hobby farms, limited agriculture, ranching, grazing, and other uses that fit with the character of this area. Large Holdings should have a range of minimum parcel sizes but no less than of 4.0 hectares.

The Small Holdings designation includes medium sized parcels of land generally used for rural residential, part time farming, limited agriculture, home industry uses and other uses that fit with the character of the area.

As with Large Holdings, Small Holdings are generally located outside of the Agricultural Land Reserve.

10.2 Objectives

- .1 Retain and enhance the rural character of lands designated for Large Holdings and Small Holdings.
- .2 Prevent rural sprawl, by limiting development on Small Holdings properties to rural residential densities and agricultural uses.
- .3 Reduce potential conflicts between rural residential developments and agricultural operations on Rural Holdings.
- .4 Reduce the wildfire hazard threat to residential areas located within the Small and Large Holdings designations.

10.3 Policies - General

The Regional Board:

- .1 Supports home occupation and home industry uses on lands designated Small Holdings (SH) and Large Holdings (LH), provided the uses are compatible with the surrounding rural character.

- .2 Will evaluate new Rural Holdings developments against the implications and impacts on the agricultural uses in the area.
- .3 Generally does not support additional development outside of designated Rural Growth Areas.
- .4 Requires any proposal to create additional land designated or zoned either Large Holdings or Small Holdings to:
 - a) Clearly demonstrate and articulate the need for it in the context of its impact on the community and the objectives of this OCP; and
 - b) Provide an assessment of the proposal against the following criteria:
 - i) availability of vacant land currently designated as either Large Holdings or Small Holdings;
 - ii) capability of the natural environment to support the proposed development;
 - iii) impact on environmentally sensitive areas, as illustrated on Schedule 'I' (Environmentally Sensitive Development Permit Areas);
 - iv) capability of accommodating on-site domestic water and sewage disposal, or availability of community water or sewer, and submission of an assessment from a qualified professional in accordance with the Regional District Subdivision Servicing Bylaw;
 - v) proximity to existing roads and other community and essential services;
 - vi) susceptibility to natural hazards including but not limited to flooding, slope instability or wildfire risk;
 - vii) compatibility with adjacent land uses and designations, and the character of the existing area;
 - viii) consideration of visual impacts where development is proposed on hillsides and other visually sensitive areas; and
 - ix) type, timing and staging of the development.
- .5 Protects and conserves agriculturally productive land, and environmentally sensitive areas within designated Small Holdings and Large Holdings areas.
- .6 Should work collaboratively with the Subdivision Approving Authority to ensure that rural developments and subdivisions allow for public access to Crown land.
- .7 Encourages voluntary environmental stewardship on private lands within Small and Large Holdings areas.

- .8 Encourages new developments that abut agricultural land or livestock grazing land to provide perimeter fencing.
- .9 Supports the provision of paid accommodation for visitors through the short-term rental of residences provided that community and neighborhood residential needs and other land use needs can be addressed.
- .10 Supports the use of a residence for short-term vacation rental where permitted by a Temporary Use Permit for rezoning. The Regional Board may use the following criteria to assess applications:
 - a) Capability of accommodating on-site domestic water and sewage disposal;
 - b) Mitigating measures such as screening and fencing;
 - c) Provision of adequate off-street parking;
 - d) Confirmation that the structure proposed for use as a vacation rental complies with the BC Building Code; and
 - e) Benefits that such accommodation may provide to the community.

10.4 Policies – Large Holdings

The Regional Board:

- .1 Supports the use of lands designated Large Holdings identified in Schedule 'B' (Official Community Plan Map) for agriculture, ranching, grazing, keeping of livestock, veterinary establishments, kennels, outdoor recreation, open space, limited residential use and other uses that will have minimal environmental impact and preserve the lands in a largely undeveloped state.
- .2 Will establish a range of densities and parcel sizes, to be no less than 4 ha in area, for land designated Large Holdings in the Plan area through the Zoning Bylaw.
- .3 Allows secondary suites and may consider additional accessory dwellings based on the size of parcel.
- .4 Discourages changes in land designation or zoning that will allow for incompatible land uses or the subdivision of Large Holdings parcels to less than four hectares in size.

10.5 Policies – Small Holdings

The Regional Board:

- .1 Generally supports a range of uses on the lands designated Small Holdings in Schedule 'B' (Official Community Plan Map), including: rural

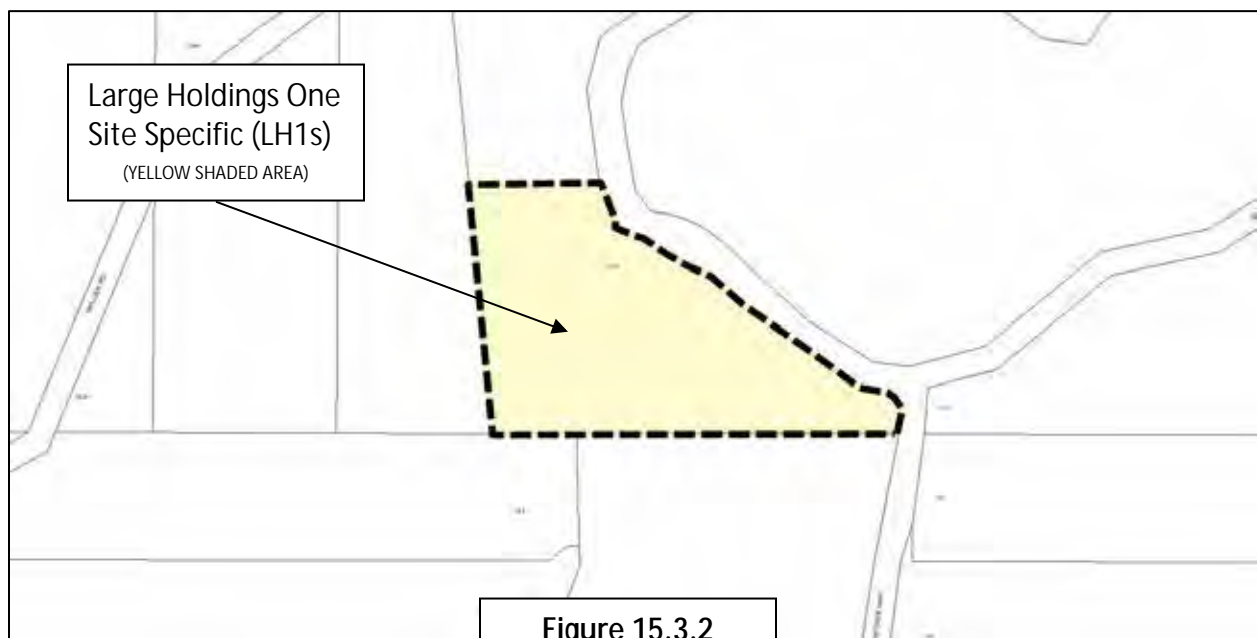
residential, hobby farming, limited agriculture and others uses that fit within the rural character of the surrounding area.

- .2 Will establish a range of densities and parcel sizes for lands designated Small Holdings in the Plan Area through the Zoning Bylaw.
- .3 Supports a minimum parcel size of one hectare for lands without community sewer within the Small Holdings (SH) designation.

6. The Official Community Plan Bylaw Map, being Schedule 'B' of the Electoral Area "E" Official Community Plan Bylaw No. 2458, 2008, is amended by changing the land use designation on:
 - i) an approximately 2.1 hectare part of the land described as Lot 1, Plan KAP15856, District Lot 2551, SDYD, Except Plan 35480 (1225 Spiller Road), and shown shaded yellow on Schedule 'D-1', which forms part of this Bylaw, from Large Holdings (LH) to Small Holdings (SH);
 - ii) the land described as Lots 1-3, Plan KAS2440, District Lot 3314, SDYD (4052, 4074 & 4086 Hook Place), and shown shaded yellow on Schedule 'G-1', which forms part of this Bylaw, from Large Holdings (LH) to Small Holdings (SH); and
 - iii) the land described as Lot 1, Plan KAP61111, SDYD, District Lot 156 3314 (4290 North Naramata Road); Lot A, Plan KAP61979, SDYD, District Lot 156 3314 (4230 North Naramata Road) and an approximately 2,460 m² area of Plan KAP497A, District Lot 156, SDYD, Parcel A, Portion OF LOT B PL 706, Except Plan KAP57361 KAP62873, and shown shaded yellow on Schedule 'H-1', which forms part of this Bylaw, from Agriculture (AG) to Small Holdings (SH).
7. The "Regional District Okanagan-Similkameen, Electoral Area "E" Zoning Bylaw No. 2459, 2008" is amended by:
 - i) removing the reference to "Small Holdings One Zone SH1" under Section 5.1 (Zoning Districts).
 - ii) replacing Section 10.4 (Small Holdings One (SH1) Zone) under Section 10.0 (Rural Zones) in its entirety with the following:

10.4 *deleted.*
 - iii) adding a new Section 15.3.2 under Section 15.3 (Site Specific Large Holdings One (LH1s) Provisions) to read as follows:
 - .2 In the case of land described as Lot 2, Plan KAP86176, District Lot 2551, SDYD (1278 Spiller Road), and shown hatched on Figure 15.3.2:
 - i) the following accessory uses shall be permitted on the land in addition to the permitted uses listed in Section 10.3.1:
 - a) vacation rental, subject to the following regulations:

- .1 no more than three (3) dwelling units may be used for the purposes of a vacation rental;
- .2 the maximum floor area of a dwelling unit used for a vacation rental shall not exceed 112.0 m²;
- .3 the units are fully contained within one building which includes the principal dwelling unit on the parcel;
- .4 no more than six (6) patrons shall be accommodated within each dwelling unit used for a vacation rental use;
- .5 cooking facilities may be provided for within the dwelling unit used for a vacation rental use;
- .6 no patron shall stay within the same each dwelling unit used for a vacation rental use for more than thirty (30) days in a calendar year; and
- .7 only the permanent residents or permanent occupants of the principal dwelling unit may carry on the vacation rental on the site.



- iv) replacing Section 15.4 (Site Specific Small Holdings One (SH1s) Provisions) under Section 15.0 (Site Specific Designations) in its entirety with the following:

15.4 *deleted.*

8. The Official Zoning Map, being Schedule '2' of the Electoral Area "E" Zoning Bylaw No. 2459, 2008, is amended by changing the land use designation on:
 - i) an approximately 2.1 hectare part of the land described as Lot 1, Plan KAP15856, District Lot 2551, SDYD, Except Plan 35480 (1225 Spiller Road), and shown shaded

yellow on Schedule 'D-2', which forms part of this Bylaw, from Small Holdings One Site Specific (SH1s) to Small Holdings Three (SH3).

- ii) the land described as Lot 2, Plan KAP86176, District Lot 2551, SDYD (1278 Spiller Road), and shown shaded yellow on Schedule 'E-1', which forms part of this Bylaw, from Small Holdings One Site Specific (SH1s) to Large Holdings One Site Specific (LH1s).
- iii) the land shown shaded yellow on Schedule 'F-1', which forms part of this Bylaw, from Small Holdings One (SH1) to Large Holdings One (LH1).
- iv) the land described as Lots 1-3, Plan KAS2440, District Lot 3314, SDYD (4052, 4074 & 4086 Hook Place), and shown shaded yellow on Schedule 'G-2', which forms part of this Bylaw, from Small Holdings One (SH1) to Small Holdings Three (SH3).
- v) the land described as Lot 1, Plan KAP61111, SDYD, District Lot 156 3314 (4290 North Naramata Road); Lot A, Plan KAP61979, SDYD, District Lot 156 3314 (4230 North Naramata Road) and an approximately 2,460 m² area of Plan KAP497A, District Lot 156, SDYD, Parcel A, Portion OF LOT B PL 706, Except Plan KAP57361 KAP62873, and shown shaded yellow on Schedule 'H-2', which forms part of this Bylaw, from Agriculture One (AG1) to Small Holdings Three (SH3).
- vi) the land described as Plan KAP4945B, Block A, District Lot 3314, SDYD (4460 North Naramata Road); Lots 4-5, Plan KAS2440, District Lot 156, 3314, SDYD (4036 & 4040 Hook Place) and an approximately 0.65 hectare part of Plan KAP497A, District Lot 156, SDYD, Parcel A, Portion of Lot B, Plan 706, Except Plan KAP57361 KAP62873, and shown shaded yellow on Schedule 'I-1', which forms part of this Bylaw, from Small Holdings One (SH1) to Large Holdings One (LH1).
- vii) an approximately 0.97 hectare part of the land described as Lot 2, Plan KAP27775, District Lot 211, SDYD, Except Plan 28750 (4765 Mill Road), and shown shaded yellow on Schedule 'J-1', which forms part of this Bylaw, from Small Holdings One (SH1) to Small Holdings Three (SH3).

READ A FIRST AND SECOND TIME this 15th day of March, 2018.

PUBLIC HEARING HELD this 5th day of April, 2018.

READ A THIRD TIME this 5th day of April, 2018.

Approved pursuant to Section 52(3) of the *Transportation Act* this 10th day of April, 2018.

THIRD READING RESCINDED this ____ day of _____, 2018.

SECOND PUBLIC HEARING HELD this ____ day of _____, 2018.

READ A THIRD TIME this ____ day of _____, 2018.

Approved pursuant to Section 52(3) of the *Transportation Act* this ____ day of _____, 2018.

ADOPTED this ____ day of _____, 2018.

Board Chair

Chief Administrative Officer

Regional District of Okanagan-Similkameen

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

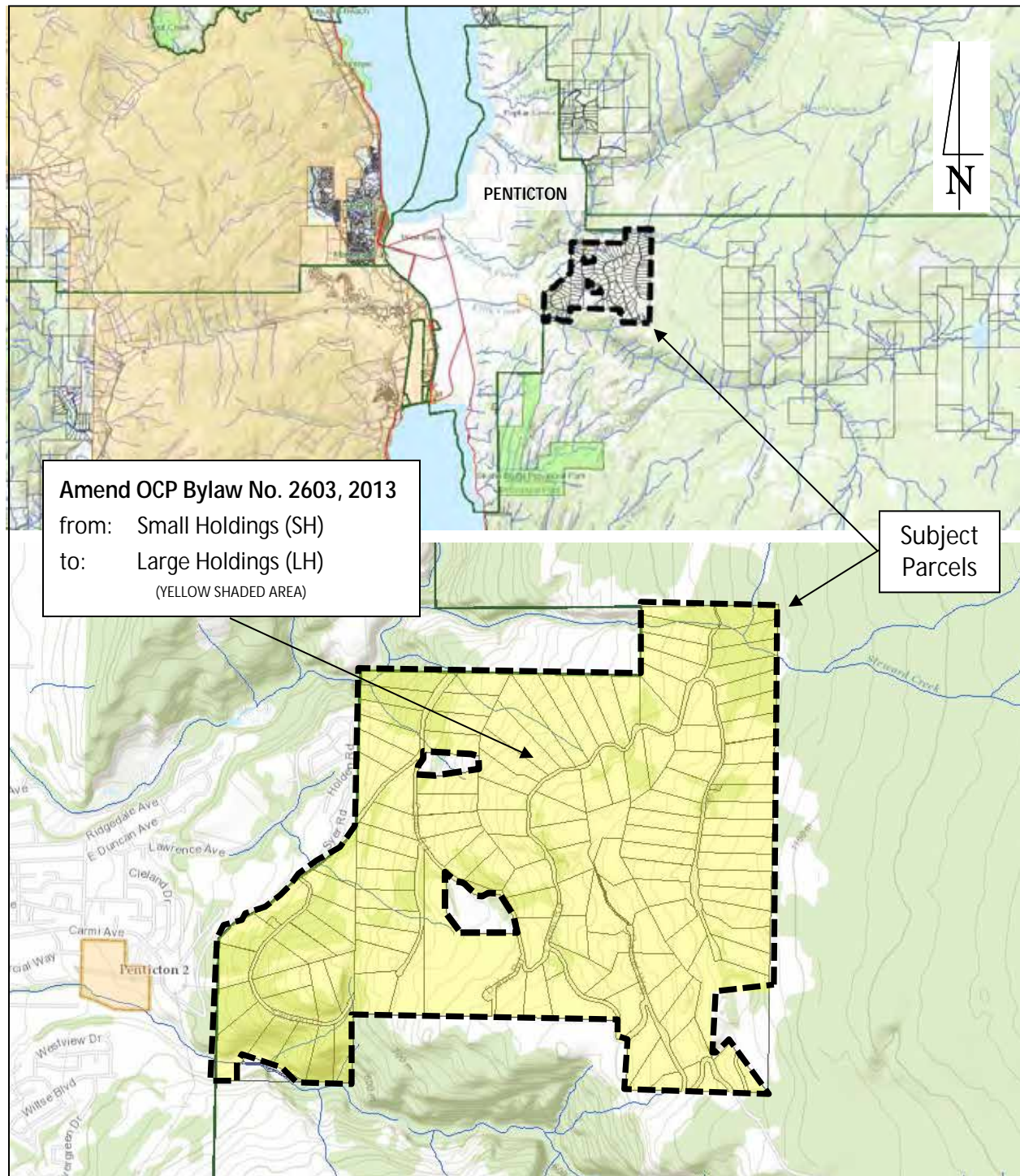
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'A-1'



Regional District of Okanagan-Similkameen

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

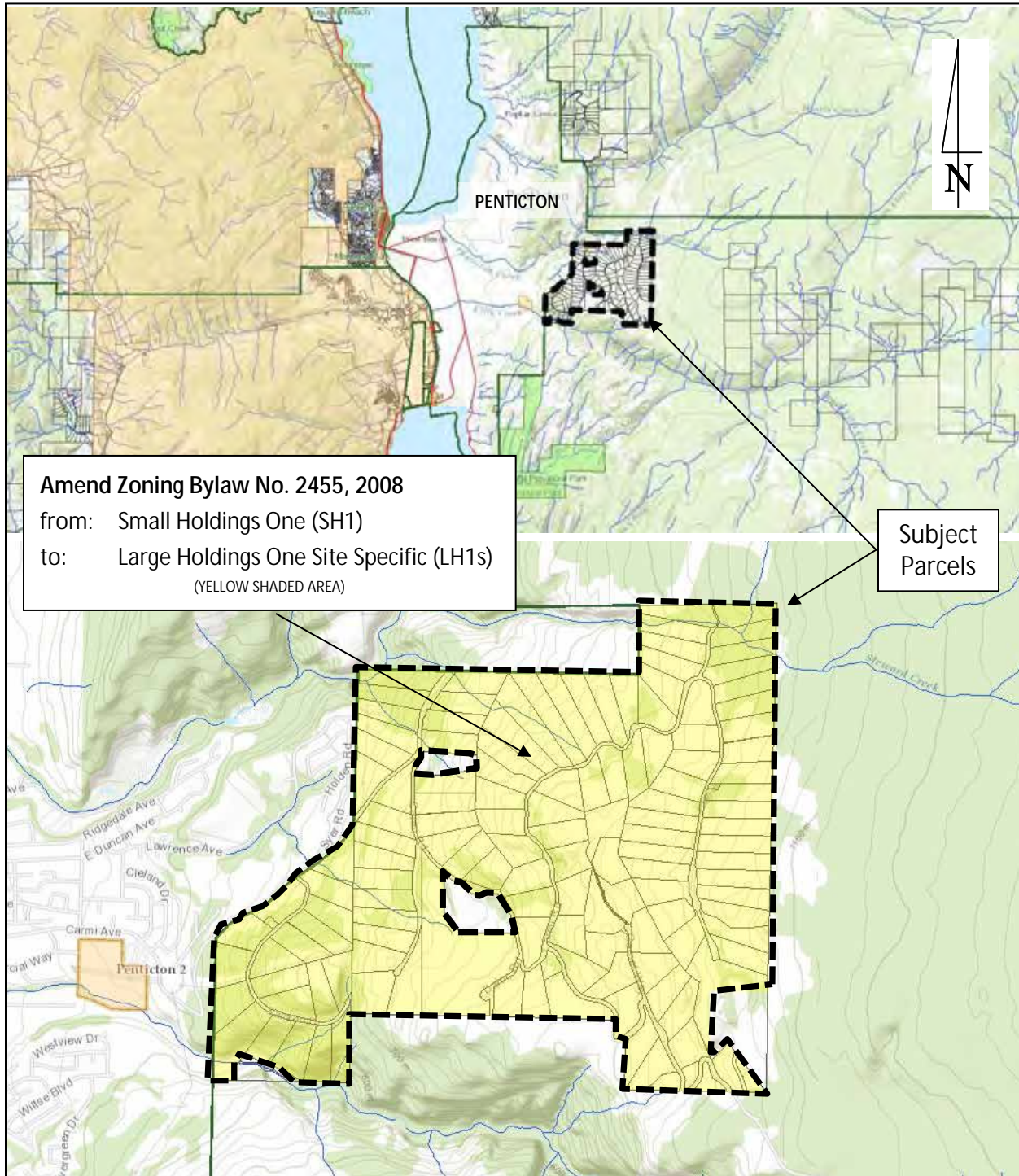
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'A-2'



Regional District of Okanagan-Similkameen

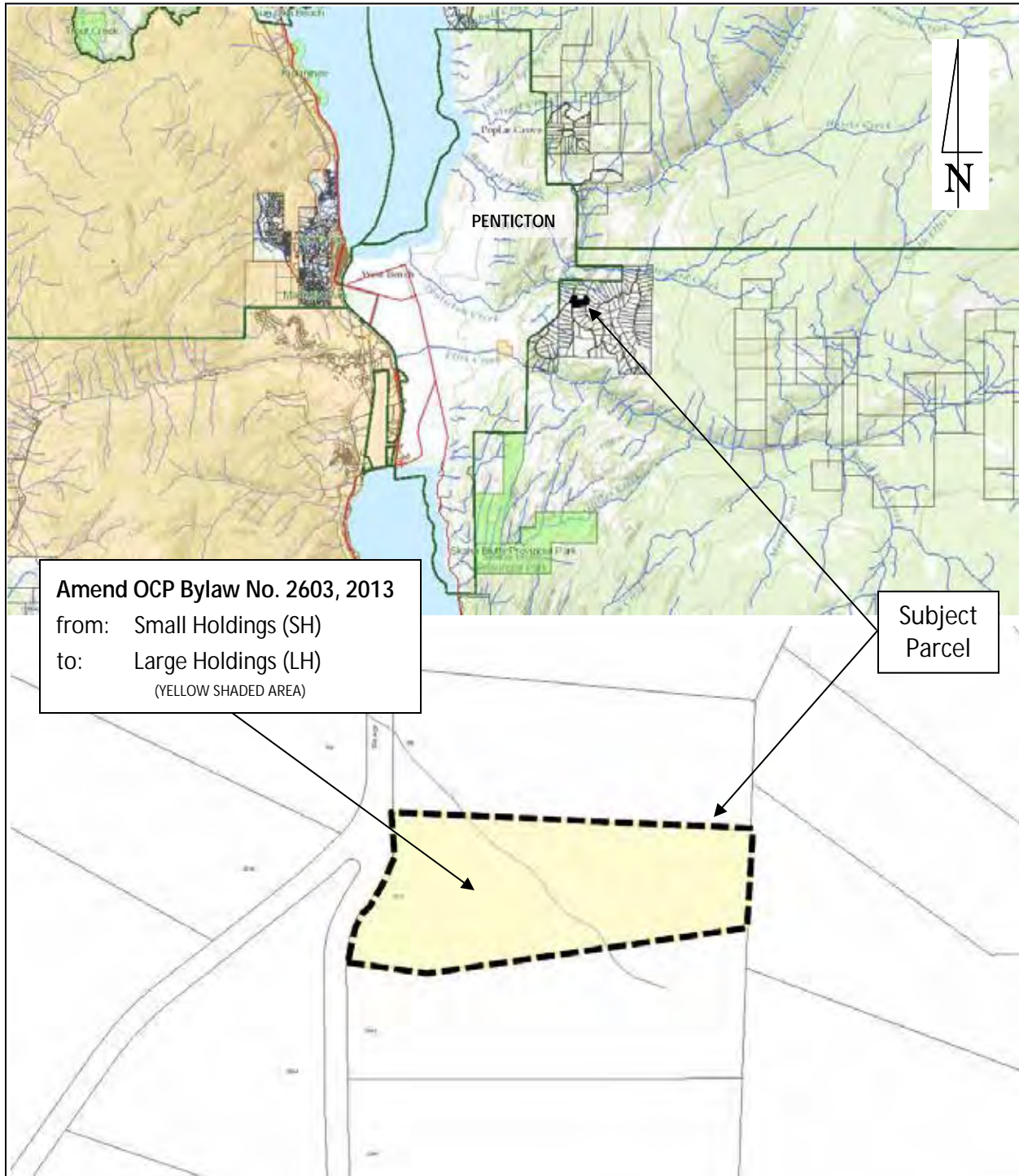
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'B-1'



Regional District of Okanagan-Similkameen

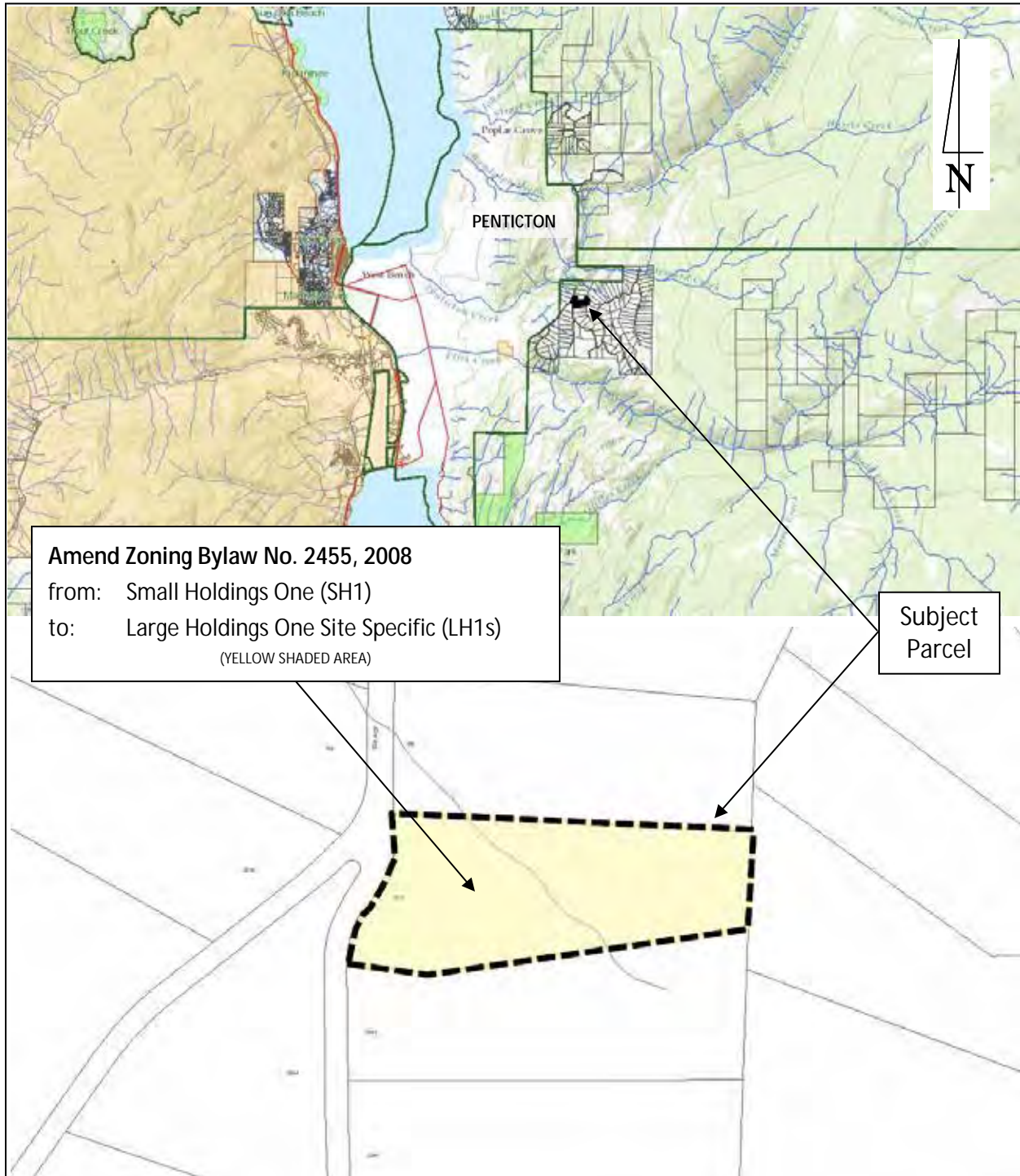
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'B-2'



Regional District of Okanagan-Similkameen

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

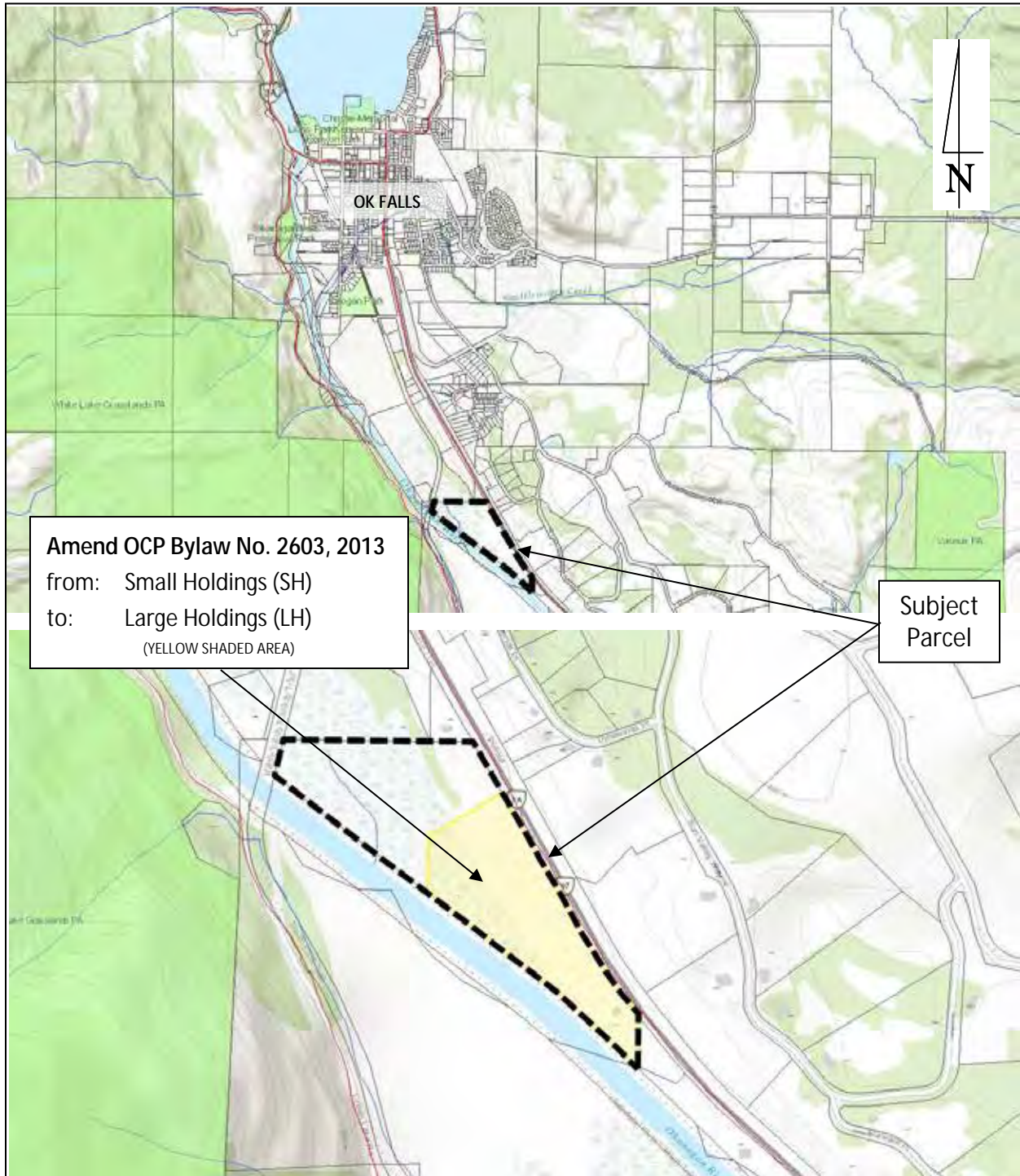
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'C-1'



Regional District of Okanagan-Similkameen

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

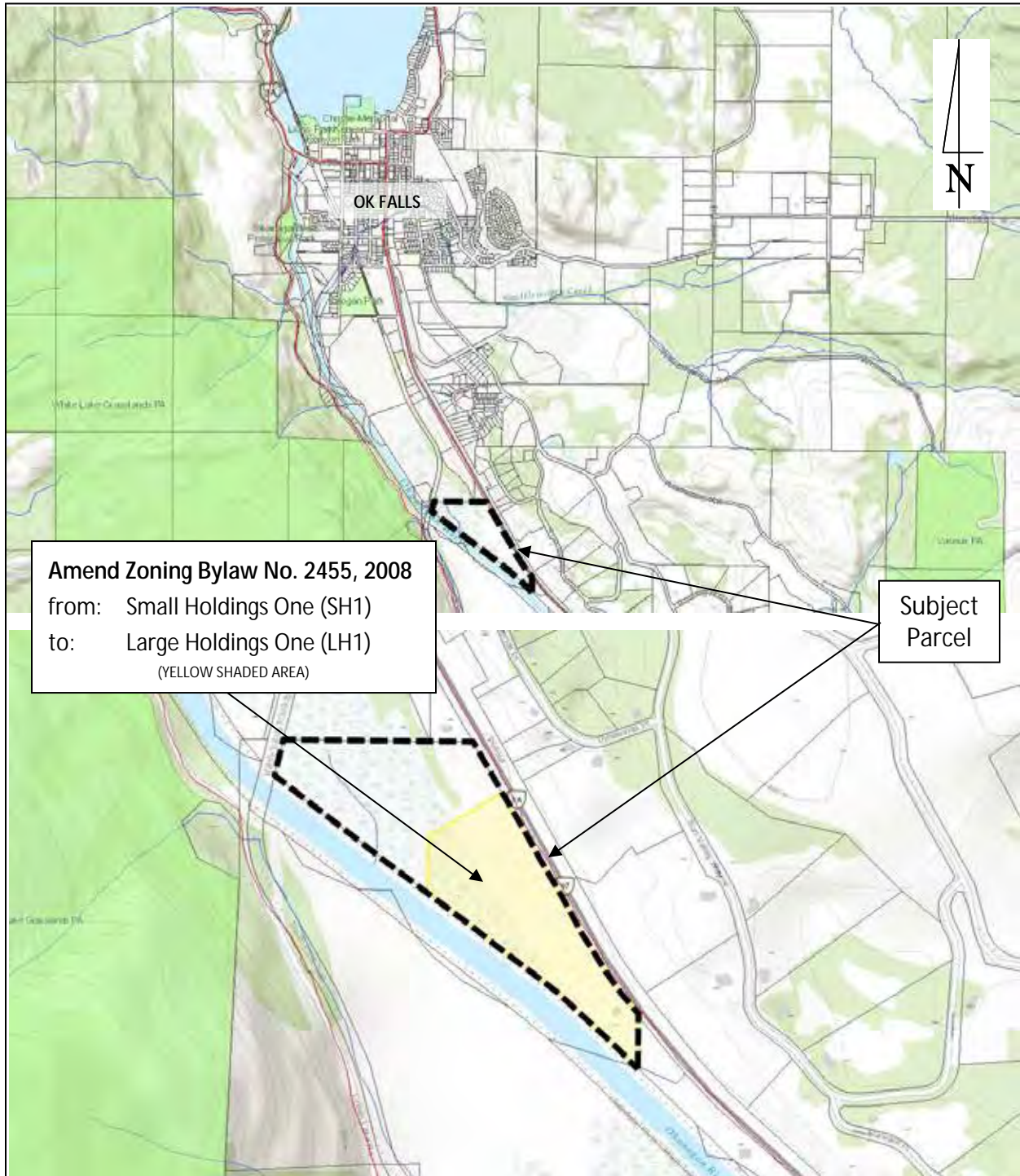
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'C-2'



Regional District of Okanagan-Similkameen

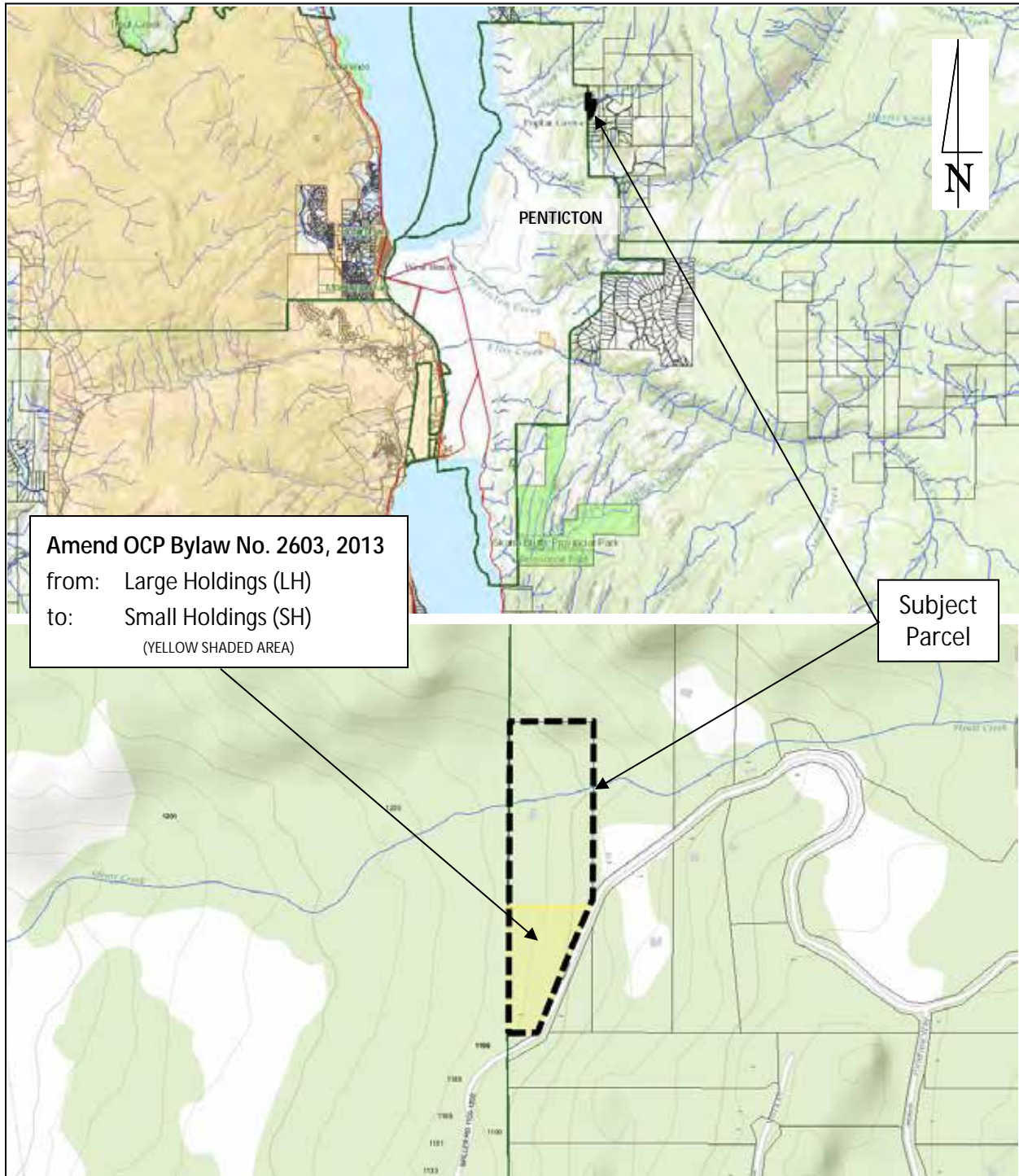
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'D-1'



Regional District of Okanagan-Similkameen

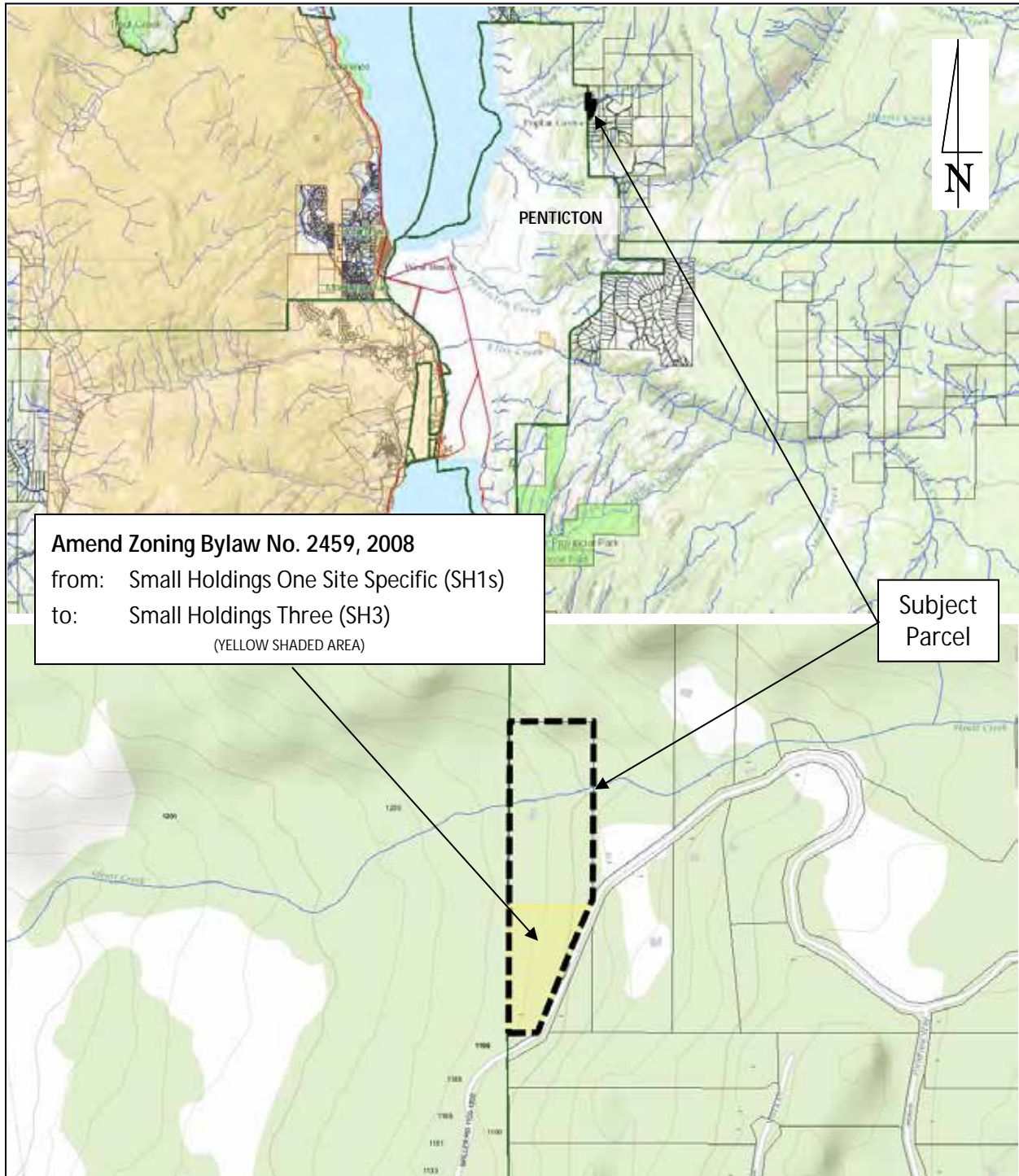
101 Martin St, Penticton, BC, V2A-5J9
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Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'D-21'



Regional District of Okanagan-Similkameen

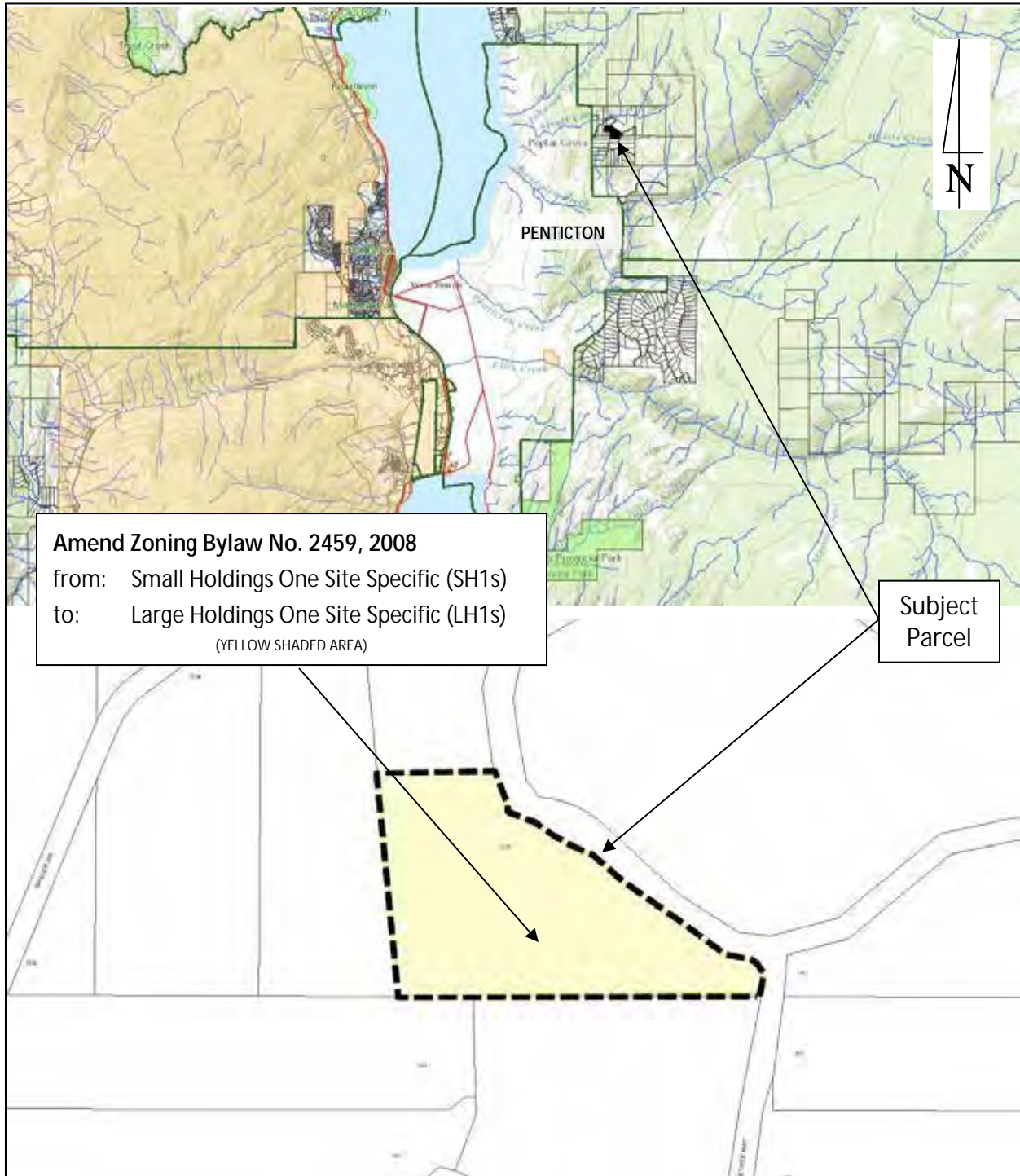
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'E-1'



Regional District of Okanagan-Similkameen

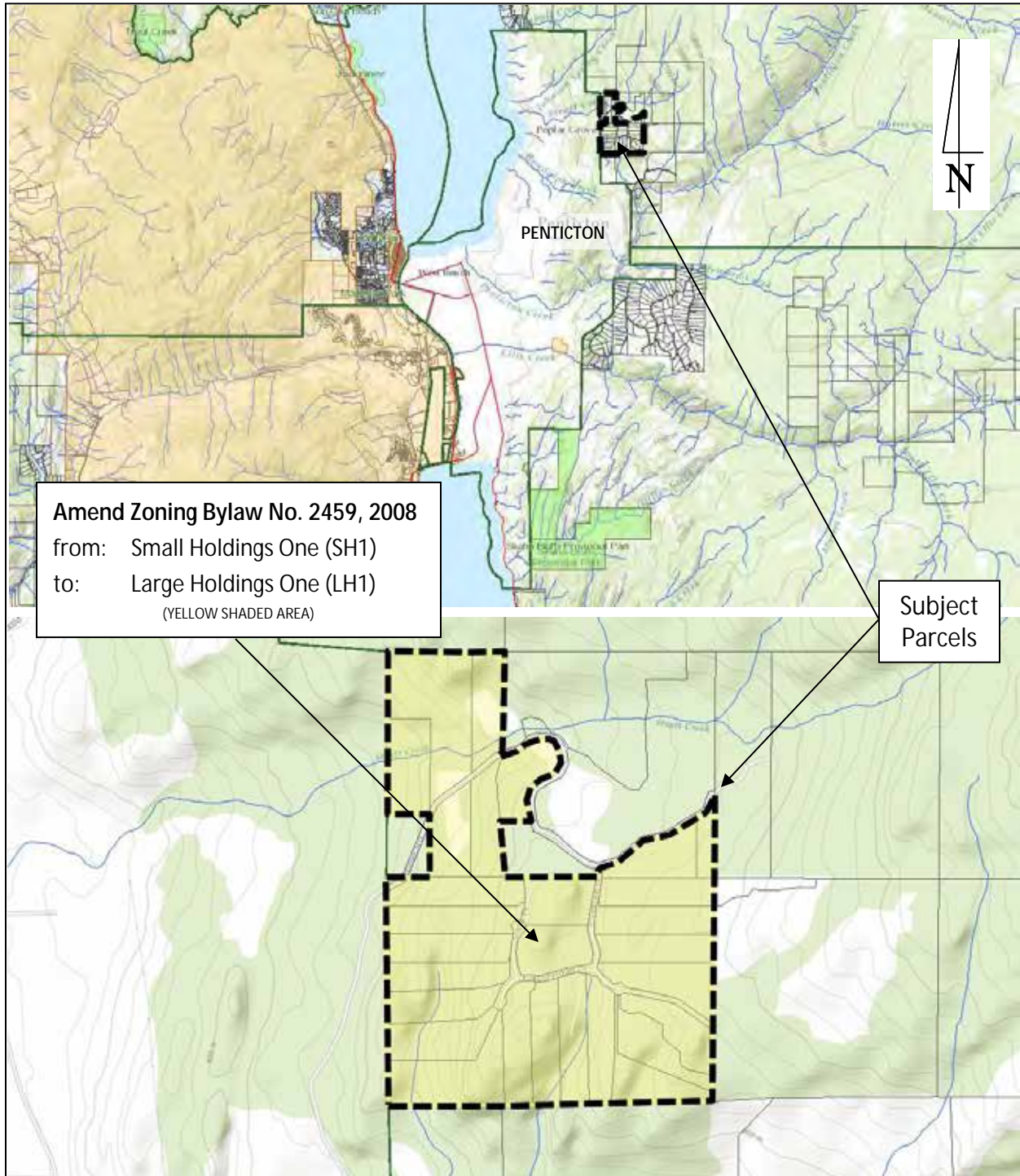
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'F-1'



Regional District of Okanagan-Similkameen

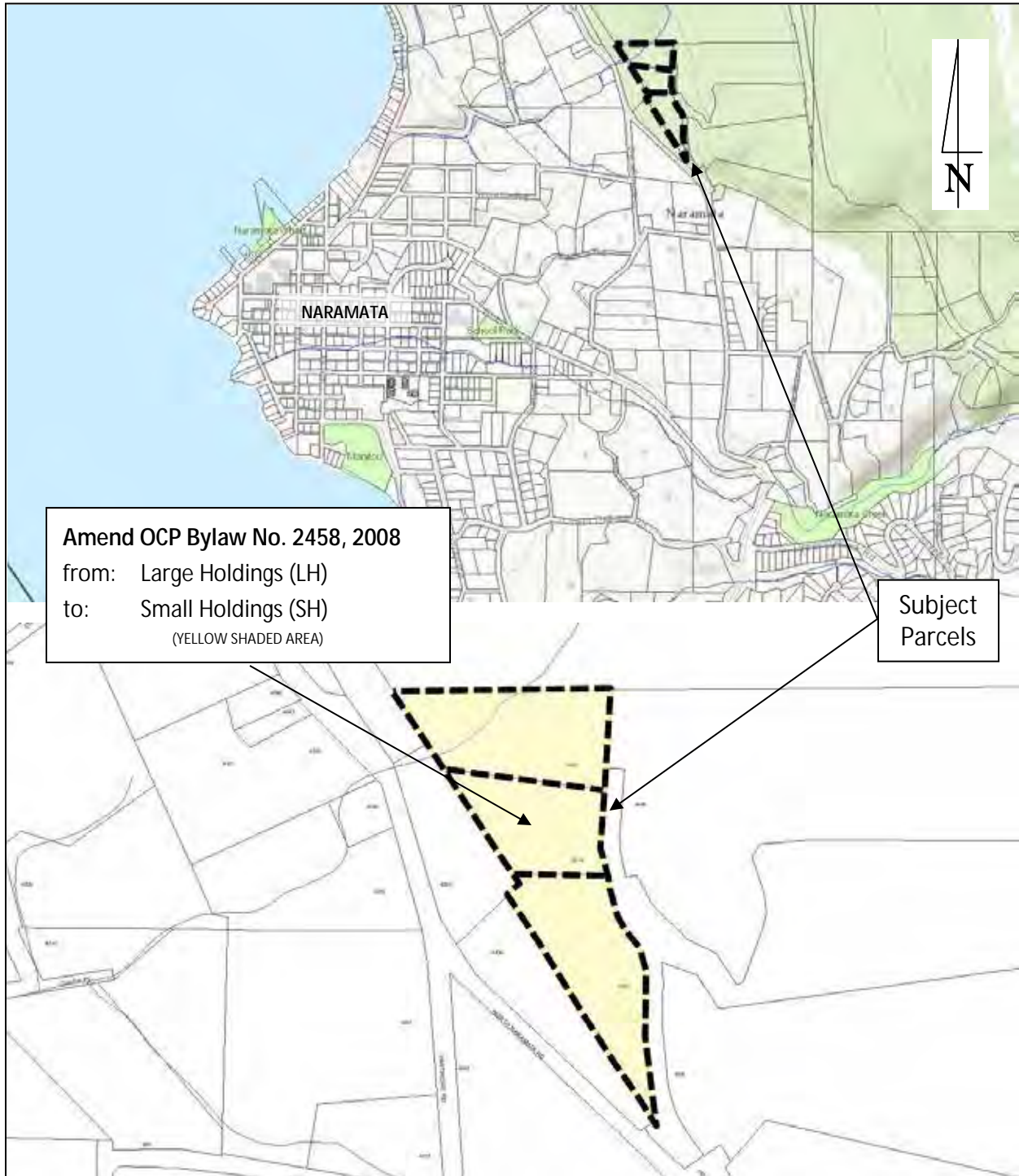
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'G-1'



Regional District of Okanagan-Similkameen

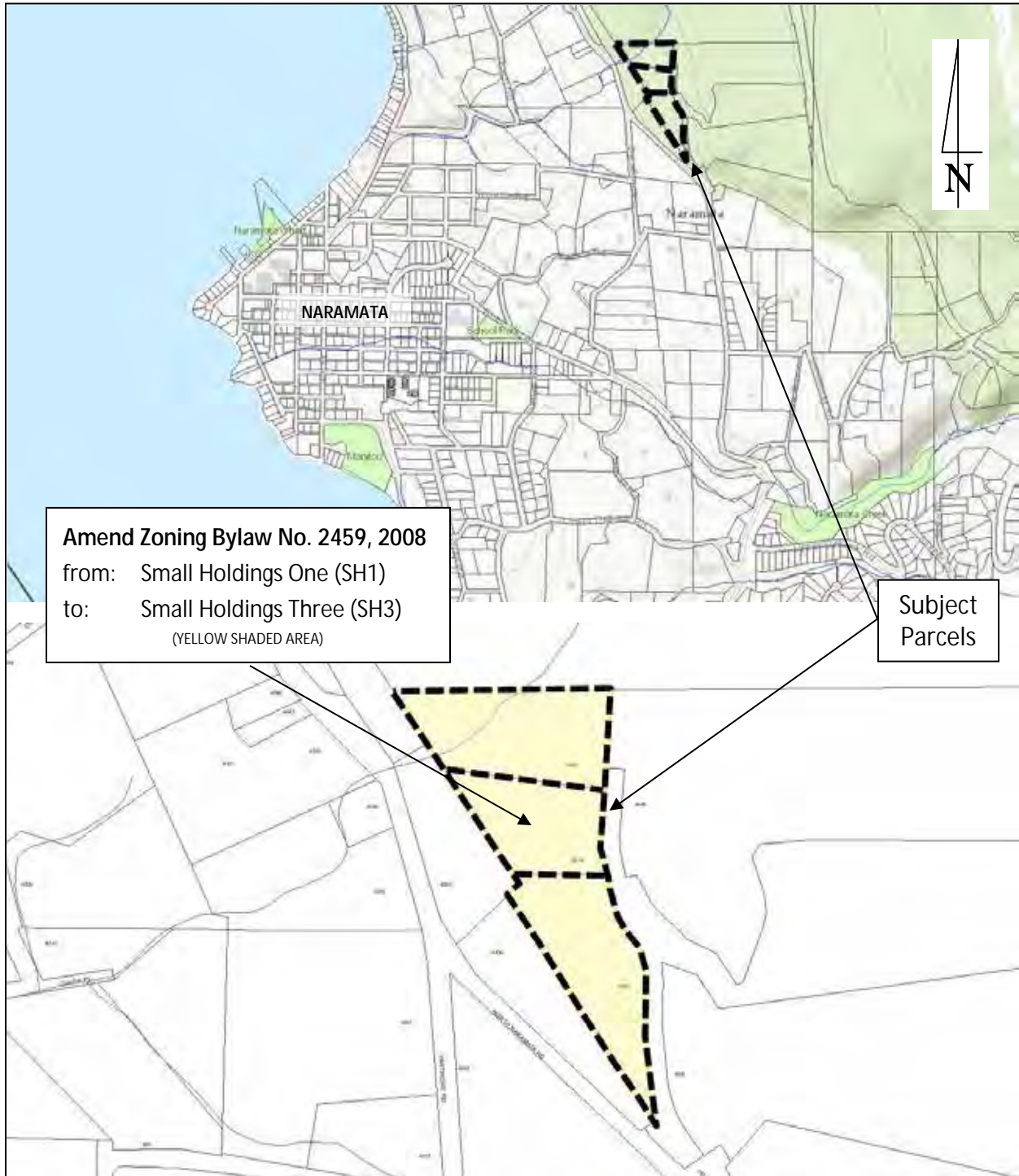
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'G-2'



Regional District of Okanagan-Similkameen

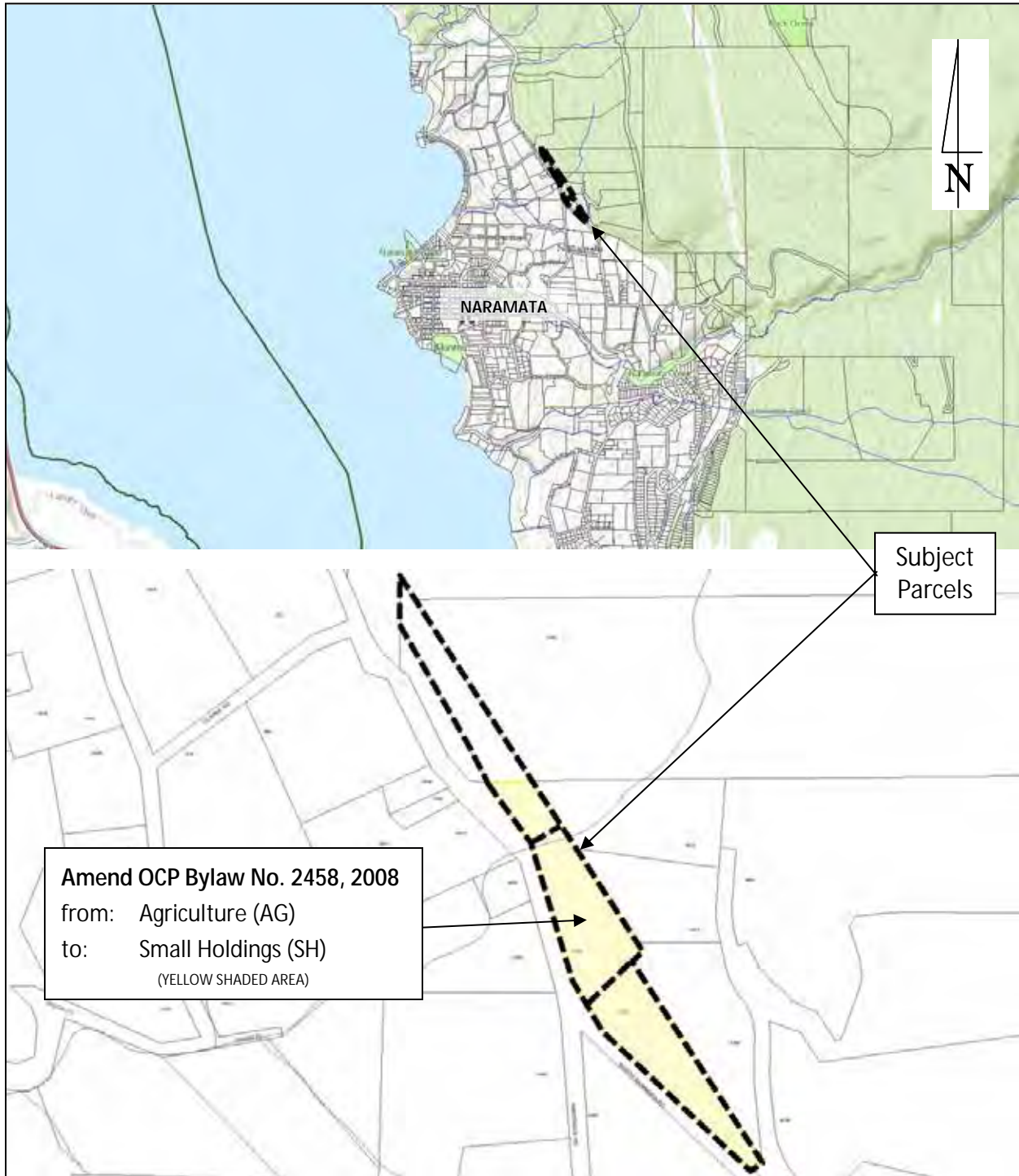
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'H-1'



Regional District of Okanagan-Similkameen

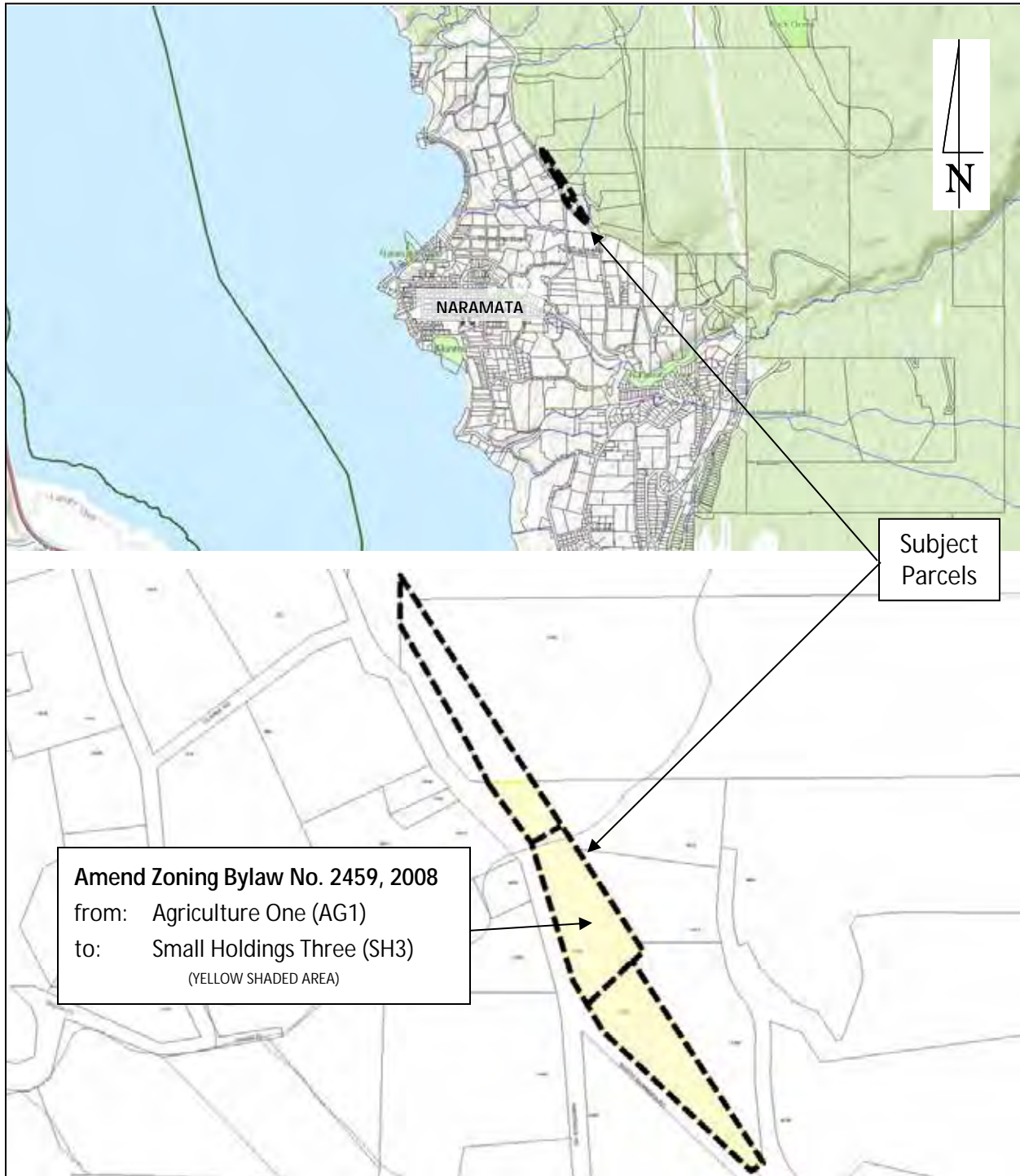
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'H-2'



Regional District of Okanagan-Similkameen

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

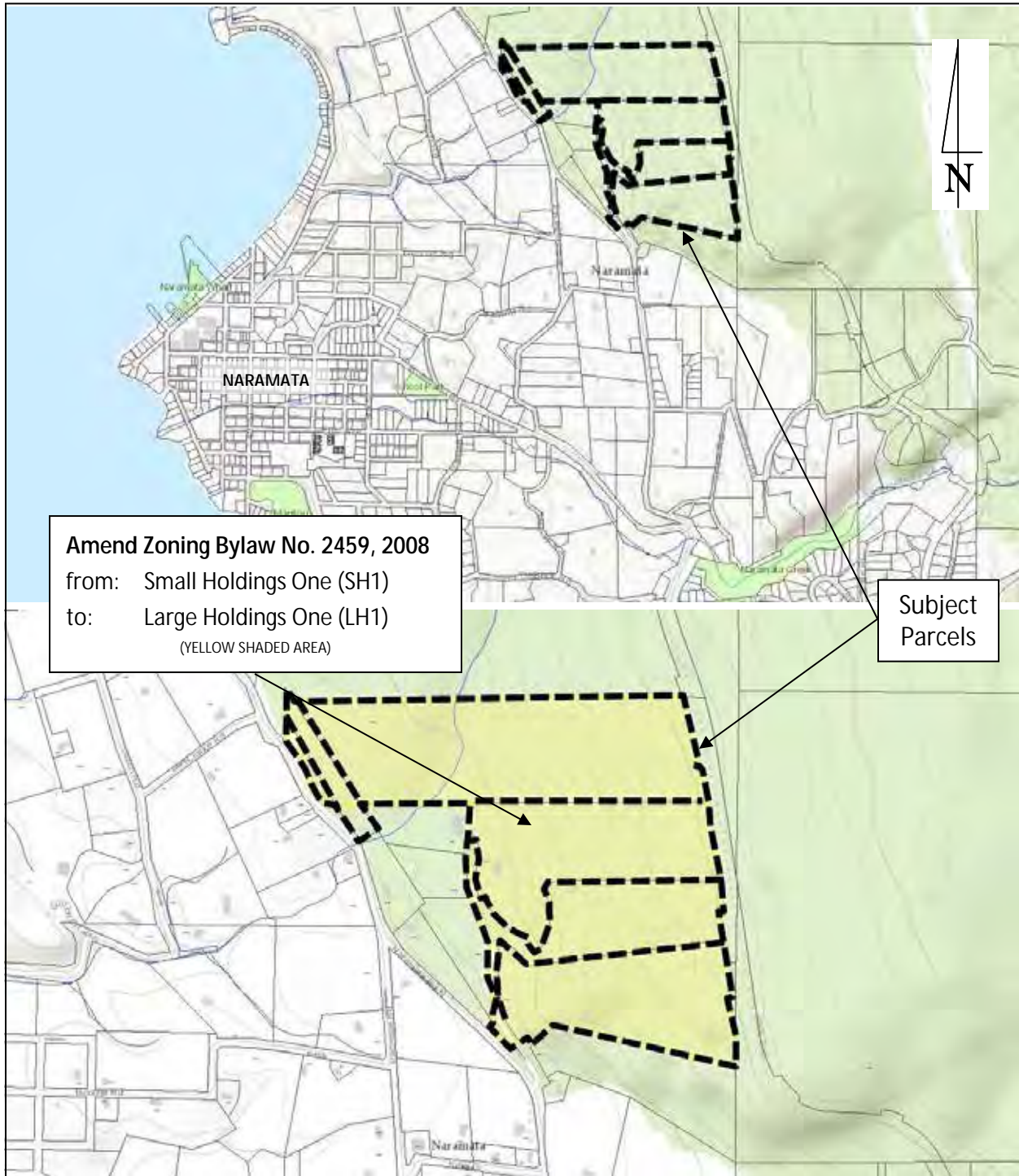
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'I-1'



Regional District of Okanagan-Similkameen

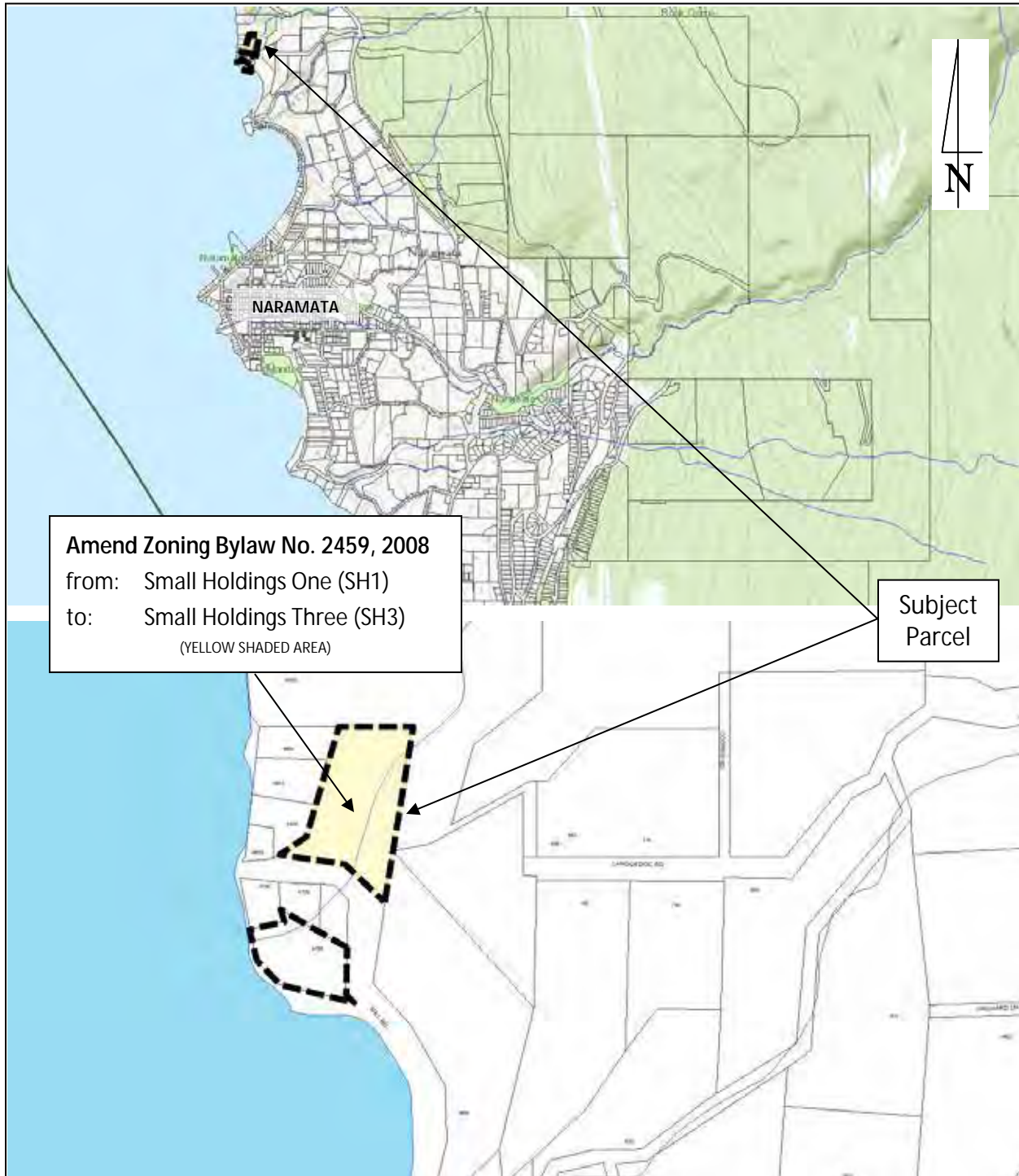
101 Martin St, Penticton, BC, V2A-5J9
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2797, 2018

Project No: X2018.003-ZONE

Schedule 'J-1'



ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: May 3, 2018

RE: Corporate Donations and Naming Rights Policy

Administrative Recommendation:

THAT the Board of Directors adopt the Corporate Donations and Naming Rights Policy.

Purpose:

To provide the second draft of the Corporate Donations and Naming Rights policy for adoption.

Reference:

- Corporate Donations and Naming Rights Policy (Second Draft – Marked-Up Copy)
- Corporate Donations and Naming Rights Policy (Second Draft – Clean Copy)
- Report to Corporate Services Committee, 1 February 2018

Overview:

The first draft of the Corporate Donations and Naming Rights policy was presented to the Corporate Services Committee on 1 February 2018. Staff have now received and incorporated feedback from the Committee and staff to produce a second policy draft.

Revisions of note include:

- Removal of the clause that restricts acceptance of donations from businesses or corporations that produce tobacco, beer, wine, alcohol, or cannabis products [See 5.Donation Acceptance Guidelines];
- Removal of the clause which restricts acceptance of donations from corporations that portray, promote or condone stereotyping of any group or discrimination [See 5.Donation Acceptance Guidelines].
- Inclusion of the option of renewal for standard donated amenities [See 9. Placement, Maintenance, and Right of Removal].
- The minimum donation amount required to process a tax deductible receipt has been changed to \$20.00. [See 12. Issuing Tax Deductible Receipts].
- Revision to expand the eligibility of donors to have input into naming rights of standard amenities and special projects.
- Revision of the Donation Term for Standard Amenities from a 15 year term to a 10 year term based on consultation with staff and current practices [See Schedule B].

- Revision of Classification Amounts [See Schedule B].

It is important to note that while staff have explored the full range of donation types that are being accepted by local governments and volunteer agencies, the policy put forth refers only to one-time monetary donations (ie. cash), and non-monetary material gifts (ie. property). Securities stocks, bonds, mutual funds, bequests of estate, ecological gifts, life estate, and gift annuities are not recommended for inclusion within this policy at this time until internal processes can be developed to accept such donation types.

Conclusion:

Based on a thorough review of best practices of Corporate Donations and Naming Rights among local governments throughout the province, and based on consultation with departments and staff who are directly impacted by the receipt of donations, the drafted policy meets the objective of outlining the parameters by which the RDOS will accept and recognize donations and proffer naming rights.

Respectfully Submitted:

Candice Gartner

C.Gartner – Projects Coordinator, Community Services

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN BOARD POLICY

POLICY: Corporate Donations and Naming Rights Policy

AUTHORITY: Board Resolution No. _____ dated _____.

AMENDED: Board Resolution No. _____ dated _____.

1. POLICY STATEMENT

The Regional District of Okanagan-Similkameen (RDOS) acknowledges that through donations, there is potential to expand and enhance the full spectrum of programs, services and facilities for its constituents. All donations shall be recognized in a consistent and equitable manner, ensuring that they align with the corporate strategic priorities and serve the public interest.

2. PURPOSE

This policy articulates the circumstances under which the RDOS will accept donations and outlines the program for recognizing donations.

3. SCOPE

Except as otherwise set out, this policy shall apply to donations from private citizens, organizations, and/or businesses that contribute to RDOS programs, services or facilities.

This policy shall not apply to:

- corporate sponsorship arrangements;
- advertising sales;
- funding or gifts in-kind obtained from other levels of governments through normal transfer payments or grant programs; and
- fees charged, purchase of service agreements, leasing of property, or similar revenue earned by the RDOS.
- Gifts of service (donated time, skills, or efforts) or volunteerism.

4. DEFINITIONS

Donations: For the purpose of this policy, "Donations" will refer to a one-time monetary gift or gift of property towards a specified project or improvement.

Eligible amount of the gift: The amount by which the fair market value of the gifted property exceeds the amount of an advantage, if any, received or receivable for the gift.

Advantage: The advantage is generally the total value of any property, service, compensation, use or any other benefit that the donor is entitled to as partial consideration for, or in gratitude for the gift.

Arm's length transaction: Refers to a transaction between persons who act in their separate interests. The criteria for determining what qualifies as an arm's length transaction are established in Canada Revenue Agency (CRA) Policy 113 (E) Rev. 16.

Tax deductible receipt: Refers to an Official Donation Receipt as defined by the Canada Revenue Agency.

5. DONATION ACCEPTANCE GUIDELINES

The donation must:

- a) be consistent with the mandate, policies and objectives of the RDOS;
- b) enhance the development, delivery, awareness or continuance of one or more RDOS programs, services, or facilities; or provide for the delivery of programs and services by the community in a manner deemed by the RDOS to be efficient, effective and in the best interests of the community at large;
- c) take into consideration the long term implications on staffing and financial resources beyond the life of the donation;
- d) be subject to any other applicable approval process mandated by legislation, regulation, bylaw or resolution;
- e) be in a form acceptable to the RDOS;
- f) take into consideration the anticipated community impact of the donation, particularly when the donor's products or public image may be deemed sensitive.

The donation must not:

- g) imply endorsement of the donor or, if the donor is a company, imply endorsement of its products and services and should prohibit corporate partners from making statements which suggest a company's products and services are endorsed by the RDOS;
- h) result in or be perceived as giving any preferential treatment outside of the donation framework;
- i) be accepted from individuals or corporations currently not in good standing with the RDOS (i.e. currently in violation of a bylaw or under litigation or delinquent on payments owing the RDOS);
- j) cause an employee or elected official to receive any product, service or asset for personal use or gain;

~~k) be accepted from any business or corporation recognized as producing tobacco, beer, wine, alcohol, or cannabis products; and~~

~~l) be accepted from any corporation who in any manner portray, promote or condone stereotyping of any group or discrimination as defined by the Canadian Human Rights Code.~~

~~m)k)~~ The RDOS reserves the right to refuse any donation at any time prior to the transaction date.

6. VALUATION OF DONATIONS (this is only required if a tax deductible donation receipt is to be issued)

- a) All donations will be valued at the fair market value of the gifted item;
- b) Where the value of a potential donation is not known or uncertain, the RDOS may request an appraisal, of which the donor may be asked to cover the costs.

7. DONATION AGREEMENTS

The agreement will be in the form of a letter (for donations less than \$5,000); a memorandum of agreement (for donations of \$5,000+ to \$25,000) or a contract (for donations over \$25,000). Agreements will outline the following, at a minimum:

- a) what the donor is contributing and what the value of the contribution represents;
- b) the dispositions and ownership of any assets resulting from the donation;
- c) responsibility for the maintenance, insurance and taxes of all assets associated with or resulting from the donation; and
- d) the duration of the donation (if applicable).

8. USE OF DONATED FUNDS

- a) The RDOS must retain active control over the use of donated funds, i.e. must actively oversee the use of donated funds.
- b) The RDOS is not required to return donations to the donor if requested.
- c) Donors can designate the funds be used for a program or project. If accepted, the RDOS is required to use the funds within that program or project. It must be a program that is currently in place or a new program that falls within the scope and mandate of the RDOS. The RDOS Board may name a project that it wants to support through donations and other sources of funding.

9. PLACEMENT, MAINTENANCE, AND RIGHT OF REMOVAL

- a) The RDOS will welcome the suggestion of the donor regarding placement and location of the amenity or special project. Final approval of location and placement will be at the discretion of and subject to the approval of the RDOS.
- b) Upon midnight of the transaction date, donated items will become the property of the RDOS, and are included within the corporate replacement and liability insurance policies.
- c) Donations of standard amenities are for a fixed duration of 150 years. Associated maintenance costs over a 150 year term are included in the cost schedule as set out in Schedule A.
- d) Upon completion of the donation term, the RDOS will give notice to the donor, and provide an opportunity to renew at 50% of the original cost for another 10 year term.
- d)e) In the event that a donation becomes vandalized or in need of repair, the RDOS ~~will~~ may carry out one-time repairs to bring the amenity to its most recent standard within the donation term ~~specified in Schedule B.~~
- e)f) The RDOS reserves the right to re-locate the item, if necessary. If a change to RDOS' infrastructure requires removal of the donated item, the RDOS will make an effort to relocate or replace the item within a reasonable proximity to the original location. If this is not achievable, the RDOS reserves the right to relocate the item to a suitable location determined by the RDOS.
- f)g) In the event that the condition of the donated amenity is compromised and is determined by the RDOS to be an immediate safety risk to the public, the RDOS reserves the right to remove the amenity or item.

10. CONDITION OF NON-MONETARY GIFTS

- a) All non-monetary gifts presented for donation must be in acceptable condition to the RDOS prior to the date of transaction or otherwise acknowledged within a contractual agreement;
- b) Wherein assessments of condition or rehabilitation work are required, such work must be completed prior to the transaction date, unless otherwise specified within a contractual agreement.
- c) The RDOS reserves the right to refuse any non-monetary gift deemed to be in less than acceptable condition by the RDOS.

11. INDEPENDENCE FROM UNDUE INFLUENCE

- a) To ensure that the RDOS retains an arm's length relationship with a donor and does not act subject to undue influence; donations cannot be solicited or accepted from the following:
 - A party to an application for an approval, license or permit, or
 - A bidder, proponent or applicant or any party not acting at arm's length from a bidder, proponent or applicant to an open procurement.
- b) The RDOS cannot accept donations that are conditional upon the endorsement of any product, service or supplier.

12. ISSUING TAX DEDUCTIBLE RECEIPTS

- a) Donations can be accepted without the donor requesting a tax-deductible donation receipt. This may be applicable to businesses that will claim the donation as an expense.
- b) In the event that a donor requests a tax-deductible receipt, the RDOS must verify that the receipt can be issued before the donation is accepted.
- c) Tax deductible receipts will be issued for the eligible amount of the gift. In the event that the donor requests not to receive recognition, the tax deductible receipt will be issued for the eligible amount of the gift, less the adjusted advantage received.
- d) Tax deductible receipts will only be issued for donations with a value in excess of ~~\$100~~20.00.
- e) Tax deductible receipts will be issued no later than January 31st of the following year.

13. DONOR RECOGNITION

- a) All donors will receive a plaque or sign of recognition in accordance with Schedule B.
- b) All donors will receive public acknowledgement of the donation in accordance with Schedule B.
- c) Donors who wish to remain anonymous must notify the RDOS in writing of their wishes prior to the transaction date. Should the donor wish to forego the recognition plaque, the plaque cost will be added to the eligible gift amount and reflected within the non-refundable tax receipt.

14. NAMING RIGHTS

- a) Donors ~~that contribute of standard amenities \$5,000 or less~~ are permitted to have input into the text contained within the recognition plaque. The proposed text shall be expressed by the Donor at the time of application, is subject to the final approval of the RDOS, and will be finalized in writing prior to the transaction date.
- b) Donors who contribute towards a special project are permitted to have input into the naming rights of the specified project. that contribute \$5,001 or more to a permanent project are eligible to have input into the naming rights of the specified project. Where multiple donors are involved, donors are encouraged to reach consensus among all donating parties prior to forwarding their

input to the RDOS. The proposed name shall be expressed by the Donor(s) prior to the transaction date, and is subject to the final approval of the RDOS.

- c) Donors are encouraged to suggest names that represent one or more of the following: the geographical location, the geological features of the landscape, persons (both living and in memoriam) who significantly contributed to the specified project or community at large, or an uplifting message, inspirational phrase or quote.
- d) The RDOS will not permit names of the following nature: names that promote or condone stereotyping of any group or discrimination, or names that are of a contentious or political nature.
- e) Names assigned to donated amenities, objects, or projects must only be associated with persons, groups or businesses in good public and moral standing. Any criminal or moral lapse may result in the revocation of the naming right at the RDOS Board's discretion.

15. OTHER LEGISLATION

Where there is a conflict between this policy and legislation from a senior level of government (i.e. Canada Revenue Agency CRA), the more restrictive will apply.

***** END OF POLICY *****

DRAFT

Schedule A – List of Donation Types and Costs (*PRICES TO BE CONFIRMED).

Standard Amenities	Donation Amount (Estimate)
Tree planting	\$ 500 and up.
Bicycle Rack	\$1700
Park Benches	\$1800
Transit Benches	\$1800
Picnic Table	\$4000
Gardens	varies
Kiosks and Signs	varies
Special Projects	Donation Amount (Estimate)
Parks Improvement Projects	
Trail Development (by kilometre)	varies
Gardens and Forest Reclamations	varies
Kiosks and Signs	varies
Art Installations and Sculptures	varies
Transit Improvement Projects	
Transit Shelters	varies
Recreation, Culture and Heritage Improvement Projects	
Exercise equipment	varies
Playground Equipment	varies
Heritage Restorations of RDOS Owned Assets	varies
Kiosks and Signs	
Fire Protection Improvement Projects	
Search and Rescue Equipment	varies
Conservation Improvement Projects	
Small Scale Riparian Restoration Projects	varies
Public Works Improvement Projects	
Infrastructure Upgrades	varies
Climate Change Mitigation Initiatives	varies
Other	
Land	varies
Facilities	varies

Schedule B – Summary of Classification Terms

Classification	Amount	Term	Agreement	Recognition	Naming Right
Standard	Up to \$4,999 <u>\$5,000</u>	10 <u>15</u> years <u>with the option of renewal</u>	Letter	- Annual recognition ad - Standard Donor plaque (10cmx20cm)	10 <u>15</u> years <u>per donation term</u>
Silver	\$5,00 <u>0</u> to \$25,000 <u>\$24,999</u>	In perpetuity <u>See Note A, B or for lifecycle duration.</u>	Memorandum of Agreement	- Annual recognition ad - Donor plaque (15cmx20cm)	In perpetuity <u>See Note B</u>
Gold	\$25,00 <u>0</u> to \$100,000 <u>\$99,999</u>	In perpetuity <u>See Note A, B</u>	Contract	- Press release - Donor plaque or sign - Recognition Event with Area Director	In perpetuity <u>See Note B</u>
Platinum	Over \$100,000 <u>and over</u>	In perpetuity <u>See Note A, B</u>	Contract	- Press release - Donor plaque or sign - Recognition Event with RDOS Chair and Area Director	In perpetuity <u>See Note B</u>

Notes:

A = May require establishment of tax service for ongoing maintenance.

B = Perpetuity refers to the full life cycle of donated item.

**** END OF SCHEDULES****

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN BOARD POLICY

POLICY: Corporate Donations and Naming Rights Policy

AUTHORITY: Board Resolution No. _____ dated _____.

AMENDED: Board Resolution No. _____ dated _____.

1. POLICY STATEMENT

The Regional District of Okanagan-Similkameen (RDOS) acknowledges that through donations, there is potential to expand and enhance the full spectrum of programs, services and facilities for its constituents. All donations shall be recognized in a consistent and equitable manner, ensuring that they align with the corporate strategic priorities and serve the public interest.

2. PURPOSE

This policy articulates the circumstances under which the RDOS will accept donations and outlines the program for recognizing donations.

3. SCOPE

Except as otherwise set out, this policy shall apply to donations from private citizens, organizations, and/or businesses that contribute to RDOS programs, services or facilities.

This policy shall not apply to:

- corporate sponsorship arrangements;
- advertising sales;
- funding or gifts in-kind obtained from other levels of governments through normal transfer payments or grant programs; and
- fees charged, purchase of service agreements, leasing of property, or similar revenue earned by the RDOS.
- Gifts of service (donated time, skills, or efforts) or volunteerism.

4. DEFINITIONS

Donations: For the purpose of this policy, "Donations" will refer to a one-time monetary gift or gift of property towards a specified project or improvement.

Eligible amount of the gift: The amount by which the fair market value of the gifted property exceeds the amount of an advantage, if any, received or receivable for the gift.

Advantage: The advantage is generally the total value of any property, service, compensation, use or any other benefit that the donor is entitled to as partial consideration for, or in gratitude for the gift.

Arm's length transaction: Refers to a transaction between persons who act in their separate interests. The criteria for determining what qualifies as an arm's length transaction are established in Canada Revenue Agency (CRA) Policy 113 (E) Rev. 16.

Tax deductible receipt: Refers to an Official Donation Receipt as defined by the Canada Revenue Agency.

5. DONATION ACCEPTANCE GUIDELINES

The donation must:

- a) be consistent with the mandate, policies and objectives of the RDOS;
- b) enhance the development, delivery, awareness or continuance of one or more RDOS programs, services, or facilities; or provide for the delivery of programs and services by the community in a manner deemed by the RDOS to be efficient, effective and in the best interests of the community at large;
- c) take into consideration the long term implications on staffing and financial resources beyond the life of the donation;
- d) be subject to any other applicable approval process mandated by legislation, regulation, bylaw or resolution;
- e) be in a form acceptable to the RDOS;
- f) take into consideration the anticipated community impact of the donation, particularly when the donor's products or public image may be deemed sensitive.

The donation must not:

- g) imply endorsement of the donor or, if the donor is a company, imply endorsement of its products and services and should prohibit corporate partners from making statements which suggest a company's products and services are endorsed by the RDOS;
- h) result in or be perceived as giving any preferential treatment outside of the donation framework;
- i) be accepted from individuals or corporations currently not in good standing with the RDOS (i.e. currently in violation of a bylaw or under litigation or delinquent on payments owing the RDOS);
- j) cause an employee or elected official to receive any product, service or asset for personal use or gain;
- k) The RDOS reserves the right to refuse any donation at any time prior to the transaction date.

6. VALUATION OF DONATIONS (this is only required if a tax deductible donation receipt is to be issued)

- a) All donations will be valued at the fair market value of the gifted item;
- b) Where the value of a potential donation is not known or uncertain, the RDOS may request an appraisal, of which the donor may be asked to cover the costs.

7. DONATION AGREEMENTS

The agreement will be in the form of a letter (for donations less than \$5,000); a memorandum of agreement (for donations of \$5,000 to \$25,000) or a contract (for donations over \$25,000). Agreements will outline the following, at a minimum:

- a) what the donor is contributing and what the value of the contribution represents;
- b) the dispositions and ownership of any assets resulting from the donation;
- c) responsibility for the maintenance, insurance and taxes of all assets associated with or resulting from the donation; and
- d) the duration of the donation (if applicable).

8. USE OF DONATED FUNDS

- a) The RDOS must retain active control over the use of donated funds..
- b) The RDOS is not required to return donations to the donor if requested.
- c) Donors can designate the funds be used for a program or project. If accepted, the RDOS is required to use the funds within that program or project. It must be a program that is currently in place or a new program that falls within the scope and mandate of the RDOS. The RDOS Board may name a project that it wants to support through donations and other sources of funding.

9. PLACEMENT, MAINTENANCE, AND RIGHT OF REMOVAL

- a) The RDOS will welcome the suggestion of the donor regarding placement and location of the amenity or special project. Final approval of location and placement will be at the discretion of and subject to the approval of the RDOS.
- b) Upon midnight of the transaction date, donated items will become the property of the RDOS, and are included within the corporate replacement and liability insurance policies.
- c) Donations of standard amenities are for a fixed duration of 10 years. Associated maintenance costs over a 10 year term are included in the cost schedule as set out in Schedule A.
- d) Upon completion of the donation term, the RDOS will give notice to the donor, and provide an opportunity to renew at 50% of the original cost for another 10 year term.
- e) In the event that a donation becomes vandalized or in need of repair, the RDOS will carry out one-time repairs to bring the amenity to its most recent standard within the donation term.
- f) The RDOS reserves the right to re-locate the item, if necessary. If a change to RDOS' infrastructure requires removal of the donated item, the RDOS will make an effort to relocate or replace the item within a reasonable proximity to the original location. If this is not achievable, the RDOS reserves the right to relocate the item to a suitable location determined by the RDOS.
- g) In the event that the condition of the donated amenity is compromised and is determined by the RDOS to be an immediate safety risk to the public, the RDOS reserves the right to remove the amenity or item.

10. CONDITION OF NON-MONETARY GIFTS

- a) All non-monetary gifts presented for donation must be in acceptable condition to the RDOS prior to the date of transaction or otherwise acknowledged within a contractual agreement;
- b) Wherein assessments of condition or rehabilitation work are required, such work must be completed prior to the transaction date, unless otherwise specified within a contractual agreement.
- c) The RDOS reserves the right to refuse any non-monetary gift deemed to be in less than acceptable condition by the RDOS.

11. INDEPENDENCE FROM UNDUE INFLUENCE

- a) To ensure that the RDOS retains an arm's length relationship with a donor and does not act subject to undue influence; donations cannot be solicited or accepted from the following:
 - A party to an application for an approval, license or permit, or
 - A bidder, proponent or applicant or any party not acting at arm's length from a bidder, proponent or applicant to an open procurement.
- b) The RDOS cannot accept donations that are conditional upon the endorsement of any product, service or supplier.

12. ISSUING TAX DEDUCTIBLE RECEIPTS

- a) Donations can be accepted without the donor requesting a tax-deductible donation receipt. This may be applicable to businesses that will claim the donation as an expense.
- b) In the event that a donor requests a tax-deductible receipt, the RDOS must verify that the receipt can be issued before the donation is accepted.
- c) Tax deductible receipts will be issued for the eligible amount of the gift. In the event that the donor requests not to receive recognition, the tax deductible receipt will be issued for the eligible amount of the gift, less the adjusted advantage received.
- d) Tax deductible receipts will only be issued for donations with a value in excess of \$20.00.
- e) Tax deductible receipts will be issued no later than January 31st of the following year.

13. DONOR RECOGNITION

- a) All donors will receive a plaque or sign of recognition in accordance with Schedule B.
- b) All donors will receive public acknowledgement of the donation in accordance with Schedule B.
- c) Donors who wish to remain anonymous must notify the RDOS in writing of their wishes prior to the transaction date. Should the donor wish to forego the recognition plaque, the plaque cost will be added to the eligible gift amount and reflected within the non-refundable tax receipt.

14. NAMING RIGHTS

- a) Donors of standard amenities are permitted to have input into the text contained within the recognition plaque. The proposed text shall be expressed by the Donor at the time of application, is subject to the final approval of the RDOS, and will be finalized in writing prior to the transaction date.
- b) Donors who contribute towards a special project are permitted to have input into the naming rights of the specified project. Where multiple donors are involved, donors are encouraged to reach consensus among all donating parties prior to forwarding their input to the RDOS. The

proposed name shall be expressed by the Donor(s) prior to the transaction date, and is subject to the final approval of the RDOS.

- c) Donors are encouraged to suggest names that represent one or more of the following: the geographical location, the geological features of the landscape, persons (both living and in memoriam) who significantly contributed to the specified project or community at large, or an uplifting message, inspirational phrase or quote.
- d) The RDOS will not permit names of the following nature: names that promote or condone stereotyping of any group or discrimination, or names that are of a contentious or political nature.
- e) Names assigned to donated amenities, objects, or projects must only be associated with persons, groups or businesses in good public and moral standing. Any criminal or moral lapse may result in the revocation of the naming right at the RDOS Board's discretion.

15. OTHER LEGISLATION

Where there is a conflict between this policy and legislation from a senior level of government (i.e. Canada Revenue Agency CRA), the more restrictive will apply.

***** END OF POLICY *****

Schedule A – List of Donation Types and Costs (*PRICES TO BE CONFIRMED).

Standard Amenities	Donation Amount (Estimate)
Tree planting	\$ 500 and up.
Bicycle Rack	\$1700
Park Benches	\$1800
Transit Benches	\$1800
Picnic Table	\$4000
Gardens	varies
Kiosks and Signs	varies
Special Projects	Donation Amount (Estimate)
Parks Improvement Projects	
Trail Development (by kilometre)	varies
Gardens and Forest Reclamations	varies
Kiosks and Signs	varies
Art Installations and Sculptures	varies
Transit Improvement Projects	
Transit Shelters	varies
Recreation, Culture and Heritage Improvement Projects	
Exercise equipment	varies
Playground Equipment	varies
Heritage Restorations of RDOS Owned Assets	varies
Kiosks and Signs	
Fire Protection Improvement Projects	
Search and Rescue Equipment	varies
Conservation Improvement Projects	
Small Scale Riparian Restoration Projects	varies
Public Works Improvement Projects	
Infrastructure Upgrades	varies
Climate Change Mitigation Initiatives	varies
Other	
Land	varies
Facilities	varies

Schedule B –Summary of Classification Terms

Classification	Amount	Term	Agreement	Recognition	Naming Right
Standard	Up to \$4,999	10 years with the option of renewal	Letter	- Annual recognition ad - Standard Donor plaque (10cmx20cm)	10 years per donation term
Silver	\$5,000 to \$24,999	In perpetuity <i>See Note A, B</i>	Memorandum of Agreement	- Annual recognition ad - Donor plaque (15cmx20cm)	In perpetuity <i>See Note B</i>
Gold	\$25,000 to \$99,999	In perpetuity <i>See Note A, B</i>	Contract	- Press release - Donor plaque or sign - Recognition Event with Area Director	In perpetuity <i>See Note B</i>
Platinum	\$100,000 and over	In perpetuity <i>See Note A, B</i>	Contract	- Press release - Donor plaque or sign - Recognition Event with RDOS Chair and Area Director	In perpetuity <i>See Note B</i>

Notes:

A = May require establishment of tax service for ongoing maintenance.

B = Perpetuity refers to the full life cycle of donated item.

**** END OF SCHEDULES****

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: February 1, 2018

RE: Corporate Donations and Naming Rights Policy

Purpose:

To provide the draft corporate donations and naming rights policy for discussion.

Reference:

- Draft Corporate Donations and Naming Rights Policy

Background:

The need for a corporate donations and naming policy was identified in the Community Services Committee Meeting on 6 April 2017 (see Appendix A). Twelve local governments were identified as possible benchmarks for review of donation and naming rights policies. Canada Revenue Agency documents were also reviewed to determine charitable opportunities. This report outlines the key considerations involved in creating a policy for accepting and recognizing donations to the RDOS. Such considerations include but are not limited to; donation definitions, mechanisms of giving, eligible projects for donation, classifications, placement, term, ownership, maintenance, liability, recognition and naming rights.

Analysis:

Donation Definition and Mechanisms of Giving:

Philanthropic donations can be in various forms and processed through a variety of mechanisms. The consideration of the full range of donation options suggests potential to generate substantial revenue for the corporation. Donations typically take the form of monetary (i.e. cash) and non-monetary material gifts (i.e. property). Alternative mechanisms of donations that are being accepted by some local governments include securities, irrevocable beneficiary designations, bequests of estate, ecological gifts, life estate, and gift annuities (see Appendix B).

Donations may also refer to services offered in-kind, such as volunteered hours. Due to the resource requirements of quantifying and tracking in-kind donations, and the legal oversight that would be required in accepting alternative mechanisms, the policy draft refers solely to one-time monetary (i.e. cash) and non-monetary (i.e. property) donations.

Eligible Projects for Donation:

Most donation policies refer to the donation of park related amenities, while some local governments accept donations to support a full range of public services including public art, heritage artifacts, recreation and fire service facilities and equipment, and other special projects. Some municipalities present the option to donate towards improvement projects. Such projects may be sponsored in whole, or in part. In the latter case, donations are collected until the project is completely funded. The policy has been drafted to include a wide range of donation amenity and project types (see Draft Corporate Donations and Naming Rights Policy - Schedule A).

At a program level, a list of current project opportunities can be maintained and released to interested parties. For tree plantings, this may include a list of eligible species. Time restrictions may need to be applied.

Donation Classification:

The classification of donations can provide a consistent set of guidelines for recognizing different levels of donations made to the organization. Donation agreement types, terms and naming rights can also be defined by such classification. The suggested classification scheme (see Draft Corporate Donation Policy – Schedule B) refers to the donation being made, rather than the cost of the project to which the donation is being contributed.

Donation Amenity Placement:

It is common practice for the donor to have input into the location and placement of the donated amenity, with the final decision to be at the discretion of the local government. At a program level, to facilitate discussions, the relevant department can provide a map to indicate eligible areas for placement in advance. Schedules for installation may also be established at the program level for standard amenity donations.

Terms, Ownership, and Maintenance:

Specified terms for donated amenities may be applied to amenities that have a definitive lifecycle. Park benches, for example, may hold a term of 10 or 15 years. A benefit of termed donations is that the costs of maintenance can be factored into amenity prices, and therefore paid by the donor.

As of the transaction date, donations would become the property of the corporation and any donated property would then be included within the corporate liability insurance policies. For amenities with a specified term (i.e. park benches), the corporation would agree to maintain the amenity for the full duration of term, after which the amenity may be maintained, repaired, or removed at the corporation's discretion.

Recognition and Naming Rights:

In general, donors are typically recognized via commemorative plaques or signs. Local governments permit donor input into recognition plaques, while the final decision is at the discretion of the corporation. It is standard to require that all names associated with the donation or included

within recognition plaques and signage represent a person, group, or business in good public and moral standing. Any criminal or moral lapse may result in the revocation of the naming right at the corporation's discretion.

All donors will be recognized in accordance with Schedule B of the policy. All donations will receive a form of material and public recognition in accordance with the classification of the donation. Requests for anonymity should also be considered.

Tax Receipts:

All local governments are registered charitable organizations with the Canada Revenue Agency and are therefore able to issue official donation receipts. In brief, non-refundable donation tax receipts can be issued for the eligible value, defined as the total value of the donation less any advantage received. The advantage received cannot exceed 80% of the total value of the gift.

Respectfully Submitted:

Candice Gartner

C.Gartner – Projects Coordinator, Community Services

ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: B. Newell, Chief Administrative Officer
DATE: 6 April 2017
RE: Corporate Donations and Naming Rights – For Discussion

INTRODUCTION:

Over the past few years a number of projects have received donations from private citizens and the question has come up as to how to recognize them for their philanthropy. Some donations are commemorative, some are anonymous, some are of a minor nature from a community of interest perspective, but some are significant and may come with a request to have a community asset named in their honour.

Many local governments have developed policy around this issue in an effort to place a value on a donation or determine what may happen without a consistent method of dealing with requests. It would be beneficial if the Regional District were able to establish guidelines, while at the same time, maintain a strong motivation for giving. By establishing policy, the Board may strategically and consistently recognize donors without building or committing to expectations that we can't fulfill. We know that municipal assets sometimes move or are replaced. Other donors may come forward at that time. We've all seen facilities or assets that have been named and then the donor suffers from a criminal or moral lapse while their name remains on a public building.

Reasons for Recognition in public areas or on public facilities:

- Volunteerism
- Historical
- Celebrity
- Honourary
- Commemorative
- Financial

Circumstances that may arise from time to time:

- Donation of a bench or memorial tree
- Donation of parkland
- Cash contributions to facilities
- Recognizing public service or contributions to community
- Events
- Selling naming rights for existing assets, or parts thereof

Some of the guidelines for discussion might include:

- Process for formalizing commitment agreements
 - Who does what
 - Confidentiality

- Exclusivity
- Public involvement
- Term
- Renaming
- Morals clause and procedure for removing name in certain situations
- Naming opportunities available with minimum of gift required
- How and when gifts will be recognized
- Is naming based on a one-time donation or cumulatively
- Sample language for naming and plaques
- Sign design guidelines
- Payment schedule
- Process for replacement of property
- Duplication
- Should naming be for living persons or only posthumously
- Tax Receipts
- Soliciting Gifts/ Code of Ethics
- When to say “no”

Where do we go from here?

Appendix B: Alternative Donation Mechanisms

Securities: Stocks, bonds, or mutual funds can be donated to the regional district, for which the donor will receive tax credits based on the value of the securities donated. Securities can be donated through direct donation outside one's estate, or written within one's will.

Irrevocable beneficiary designations: The regional district can be named as the beneficiary on items such as tax free savings accounts, Registered Retirement Savings Plans (RRSPs), Registered Retirement Income Funds (RRIFs), and life insurance policies. Upon the donor's death, the regional district will receive an immediate donation equal to the cash value of the beneficiary item. The regional district can issue a tax receipt to the donor's estate for the value of the gift received. For life insurance policies, the donor also receives annual donation receipts for the premiums that he or she pays to keep the policy in force after making the regional district the beneficiary. This gifting option will be attractive to those wishing to reduce the taxes payable on their estate, as it is an effective tool to keep assets outside of probate. It is also a way for those who want to make a large gift when they have limited resources. A gift of insurance generates a donation, which may be many times the amount paid in premiums, for which the donor can receive tax credits.

Bequests: One can use their will to leave a natural legacy by naming the regional district specific items, a portion of the value of the estate, or the residue of the estate. When making a bequest, a tax receipt is given for the full amount of the donation and can be claimed in the donor's final tax return. Any unused credit can be carried back one year and applied to taxes owing in that year to obtain a tax refund for your estate. Many people choose not to leave a stated sum of money but rather to leave a share or the residue. This is because, unlike most other donations in wills, its value will not be affected by inflation. Donors can instruct the regional district to use the funds for only a specific purpose or can authorize the funds to be used with discretion.

Ecological Gifts: For landowners who wish to donate their land or an interest in their property to the regional district, the Ecological Gifts program will be of interest. As properties donated to the regional district under the program can never be mortgaged or re-sold, one can be confident that their land will be protected forever. Such donations may also generate increased tax benefits under this program. Donors receive a tax receipt for the full value of their ecological gift. This tax receipt can be applied against 100% of the donors' net annual income. Corporate donors may deduct the amount directly, while individual donors can use it to calculate a non-refundable tax credit. Any unused portion of the tax receipt may be carried forward for up to five years. None of the capital gain from the transfer of the property is taxable instead of the usual 50%. To qualify for the increased tax benefits, land being donated must be considered ecologically sensitive – land that either currently contributes or has potential to contribute to Canada's biodiversity or environmental heritage. Property that provides habitat or has ecological values may be considered, as may properties with extensive restoration plans. Environment Canada administers the Ecological Gifts program in partnership with local governments such as the regional district. Donors thinking of making an Ecological Gift, should seek independent tax and legal advice before doing so. More information is available by visiting the Environment Canada Ecological Gift Program web page.

Life Estate: By donating a life estate to the regional district, the donor (and perhaps the donor's children) retain the right to remain on their property for the remainder of their lives. Once they are no longer living on the property, it will transfer to the regional district for a park. Usually, a life estate involves certain restrictions on use of the property. A life estate may contain some tax benefits depending on the value of the property and the length of time the owner will remain on the property.

Gift Annuities: A charitable gift annuity allows a donor to donate a lump sum to the regional district and, in return, receive both a charitable receipt and guaranteed income (for the rest of their life, or for a stated period). How they work: The regional district retains 25-30% of the amount given to support corporate work, or as an endowment (whichever you prefer), for which you receive a charitable receipt. The balance is typically used to buy an annuity from a life insurance company that will produce the income the donor will receive. Who they work for: Individuals 65 years and older who want: the security that guaranteed payments from gift annuities offer; the benefit of the after-tax rates of return that annuities provide, which are significantly better than GIC's and Canada Savings Bonds; the immediate tax benefits of a donation; and Charitable Remainder Trusts.

Source: Comox Valley Regional District

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: May 3, 2018

RE: 2017 Audited Financial Statements

Administrative Recommendation:

THAT the 2017 Audited Financial Statements of the Regional District of Okanagan-Similkameen as of December 31, 2017 be received;

AND THAT the RDOS Board adopts all reported 2017 transactions as amendments to the 2017 Final Budget

Business Plan Objective:

Objective 1.1.1: By providing the Board with accurate, current financial information.

Analysis:

The 2017 Financial Statements for the RDOS are presented with an unqualified audit opinion. In the opinion of our auditors, our financial statements represent fairly, in all material respects, the financial position of the RDOS in accordance with GAAP (Generally Accepted Accounting Principles) and PSAS (Public Sector Accounting Standards).

Please note that the attached 2017 Financial Statements are not on letterhead or signed by the auditors or RDOS representatives. Canadian Audit Standards requires the auditors to keep the audit file open until the Board has received and taken ownership of the financial statements. Ownership transfers with the passing of the above noted resolution. The attached document is the proposed final 2017 Financial Statements and once accepted by the Board, the document will include the appropriate letterhead and signatures of the auditors and RDOS representatives.

The 2017 financial statements continue to reflect the PSAS requirements that were adopted in 2016. These requirements include recognition of future liabilities for Contaminated Sites (PS 3260) and Solid Waste Landfill Closure and Post-Closure (PS 3270). Investments in Government Partnerships (PS 3060) was also included in the changes in reporting requirements that were adopted in 2016.

Respectfully submitted:

Noelle Evans-MacEwan

N. Evans-MacEwan, Finance Supervisor

Regional District of Okanagan-Similkameen
Consolidated Financial Statements
For the year ended December 31, 2017

Draft for board approval

Regional District of Okanagan-Similkameen
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Draft for board approval

Management's Responsibility for Financial Reporting

The accompanying consolidated financial statements of Regional District of Okanagan-Similkameen are the responsibility of management and have been approved by the Chief Administrative Officer and the Board Chair on behalf of the Board of Directors.

These consolidated financial statements have been prepared by management in accordance with Canadian public sector accounting standards. Financial statements are not precise since they include certain amounts based on estimates and judgments. When alternative accounting methods exist, management has chosen those it deems most appropriate in the circumstances. In order to ensure that the consolidated financial statements are presented fairly, in all material respects.

Regional District of Okanagan-Similkameen maintains systems of internal accounting and administrative controls, consistent with reasonable costs. Such systems are designed to provide reasonable assurance that the financial information is relevant, reliable and accurate and the Regional District's assets are appropriately accounted for and adequately safeguarded.

Regional District of Okanagan-Similkameen is responsible for ensuring that management fulfills its responsibilities for financial reporting and is ultimately responsible for reviewing and approving the consolidated financial statements.

The Board of Directors reviews the Regional District's consolidated financial statements and recommends their approval to the Chief Administrative Officer and the Board Chair. The Board meets periodically with management, as well as the external auditors, to discuss internal controls over the financial reporting process, auditing matters and financial reporting issues, to satisfy themselves that each party is properly discharging their responsibilities, and to review the annual report, consolidated financial statements and external auditor's report.

The consolidated financial statements have been audited by BDO Canada LLP in accordance with Canadian generally accepted auditing standards on behalf of the members. BDO Canada LLP has full and free access to the Board of Directors.

Chief Administrative Officer

Board Chair

Independent Auditor's Report

**To the Board of Directors
Regional District of Okanagan-Similkameen**

We have audited the accompanying consolidated financial statements of Regional District of Okanagan-Similkameen, which comprise the consolidated statement of financial position as at December 31, 2017, the consolidated statements of operations and accumulated surplus, change in net financial assets, and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Regional District of Okanagan-Similkameen as at December 31, 2017, and the results of its operations and accumulated surplus, change in net financial assets, and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Restated comparative information

Without modifying our opinion, we draw attention to Note 2 to the financial statements, which explains that certain comparative information for the year ended December 31, 2016 has been restated. The financial statements of Regional District of Okanagan-Similkameen for the year ended December 31, 2016 (prior to the restatement of the comparative information) were audited by another auditor who expressed an unmodified opinion on those financial statements May 4, 2017.

Chartered Professional Accountants

**Penticton, British Columbia
May 3, 2018**

Draft for board approval

**Regional District of Okanagan-Similkameen
Consolidated Statement of Financial Position**

	2017	(Restated) 2016
Financial assets		
Cash and cash equivalents (Note 3)	\$ 303,660	\$ 733,193
Portfolio investments (Note 3)	30,013,104	26,461,489
Accounts receivable (Note 5)	7,399,424	2,882,146
Debt reserve fund (Note 6)	6,669,912	7,378,322
Long-term investments (Note 7)	130,539	396,209
Debt recoverable member municipalities (Note 13)	67,627,698	70,271,254
Due from Town of Osoyoos	7,139	29,012
	112,151,476	108,151,625
Liabilities		
Accounts payable and accrued liabilities (Note 8)	5,605,637	3,060,959
Short-term debt (Note 9)	1,070,000	2,940,000
Deferred revenue (Note 10)	3,907,424	770,763
Landfill closure and post-closure liabilities (Note 11)	4,516,458	4,025,680
Development cost charges (Note 12)	723,628	791,379
MFA equipment financing	40,428	55,241
Debt reserve fund (Note 6)	6,669,912	7,378,322
Long-term debt (Note 13)	86,060,832	86,130,133
	108,594,319	105,152,477
Net financial assets	3,557,157	2,999,148
Non-financial assets		
Prepaid expenses	33,672	2,000
Tangible capital assets (Note 14)	81,501,408	75,300,399
Deposit on land	60,283	-
	81,595,363	75,302,399
Accumulated surplus (Note 15)	\$ 85,152,520	\$ 78,301,547

Contingencies (Note 17)

Approved on behalf of Council

Board Chair

Chief Administrative Officer

**Regional District of Okanagan-Similkameen
Consolidated Statement of Operations and Accumulated Surplus**

	(Note 23) Budget	2017	(Restated) 2016
Revenues			
Property taxes and grant in lieu	\$ 15,938,447	\$ 16,011,170	\$ 14,869,419
Sales of goods and services	9,838,015	11,252,534	10,018,627
Government transfers	5,987,982	6,048,499	2,575,645
Interest and investment income	40,000	778,422	416,483
Development cost charges	-	104,054	800
Donations	3,500	38,361	52,576
Rental	238,252	309,879	277,306
Other contracts and miscellaneous	592,425	1,020,974	1,792,421
Total revenues for the year	32,638,621	35,563,893	30,003,277
Expenditures			
General Government	9,503,708	4,394,817	4,358,732
Protective services	4,182,150	3,453,974	2,510,939
Transportation services	242,326	256,875	186,137
Development services	2,144,912	1,563,704	1,547,185
Parks, recreation and culture	6,057,597	5,900,530	5,407,620
Environmental services	10,849,332	8,009,073	5,500,608
Bylaw enforcement	158,484	231,068	212,446
Water services	3,847,910	3,166,104	3,086,363
Sewer services	1,103,572	1,408,120	1,416,595
Economic development	212,581	203,282	192,425
Total expenditures for the year	38,299,572	28,587,547	24,419,050
Excess (deficiency) of revenue for the year	(5,660,951)	6,976,346	5,584,227
Net income (loss) from enterprises (Note 7)	-	(13,346)	515,782
Loss on disposal of long-term investments		(38,821)	-
Loss on disposal of assets	-	(73,206)	(5,428)
Annual surplus (deficiency)	(5,660,951)	6,850,973	6,094,581
Accumulated surplus, beginning of year as previously stated		68,078,159	65,226,355
Prior period adjustments (Note 2)		10,223,388	6,980,611
Accumulated surplus, beginning of year restated		78,301,547	72,206,966
Accumulated surplus, end of year		\$ 85,152,520	\$ 78,301,547

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

**Regional District of Okanagan-Similkameen
Consolidated Statement of Change in Net Financial Assets**

	(Note 23) Budget	2017	(Restated) 2016
Annual surplus	(5,660,951)	\$ 6,850,973	\$ 6,094,581
Acquisition of tangible capital assets	(6,574,053)	(8,807,427)	(7,646,984)
Amortization of tangible capital assets	-	2,532,492	2,308,578
Disposal of tangible capital assets	-	73,926	10,155
	(6,574,053)	(6,201,009)	(5,328,251)
Use (acquisition) of prepaid expenses	-	(31,672)	173,769
Acquisition of land in trust	-	(60,283)	-
	-	(91,955)	173,769
Increase in net financial assets	(12,235,004)	558,009	940,099
Net financial assets (debt), beginning of year as previously stated		(7,224,240)	(4,921,562)
Prior period adjustments (Note 2)		10,223,388	6,980,611
Net financial assets, beginning of year restated		\$ 2,999,148	\$ 2,059,049
Net financial assets, end of year		\$ 3,557,157	\$ 2,999,148

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

**Regional District of Okanagan-Similkameen
Consolidated Statement of Cash Flows**

	2017	(Restated) 2016
Cash flows from operating activities		
Cash received during the year	\$ 33,337,105	\$ 29,804,664
Cash paid to suppliers and employees	(22,515,920)	(22,846,638)
Interest paid	(608,559)	(585,343)
Interest received	726,255	932,264
	10,938,881	7,304,947
Cash flows from capital activities		
Purchase of tangible capital assets	(8,807,427)	(7,646,984)
Disposal of tangible capital assets	73,926	10,155
	(8,733,501)	(7,636,829)
Cash flows from financing activities		
Decrease in long-term debt recoverable from municipalities	2,643,556	6,939,994
Repayment of long-term debt	(1,954,114)	(5,567,915)
Decrease (increase) in due from related parties	21,873	(29,012)
	711,315	1,343,067
Cash flows from investing activities		
Increase in short-term investments	(3,551,615)	(1,325,827)
Decrease (increase) in long-term investments	265,670	(285,188)
Increase in deposit on land	(60,283)	-
	(3,346,228)	(1,611,015)
Decrease in cash for the year	(429,533)	(599,830)
Cash, beginning of year	733,193	1,333,023
Cash, end of year	\$ 303,660	\$ 733,193

The accompanying summary of significant accounting policies and notes are an integral part of these consolidated financial statements.

Regional District of Okanagan-Similkameen

Notes to the Consolidated Financial Statements

December 31, 2017

1. Summary of Significant Accounting Policies

Nature of Business The Regional District of Okanagan-Similkameen ("the Regional District") was incorporated as a regional district in 1966 under the Municipal Act (replaced by the Local Government Act) of British Columbia. The Regional District is composed of the member municipalities of the City of Penticton, the District of Summerland, the Town of Oliver, the Town of Osoyoos, the Village of Keremeos, and the Town of Princeton, and Electoral Areas A through H.

Regional districts provide a political framework and administrative framework for region-wide services and sub-regional services as well as act as the local government for electoral areas. The Board of Directors is composed of appointees from each member municipality and a director elected from each electoral area. Municipal directors serve until council decides to change the appointment. Directors from electoral areas serve for a four year term. The number of directors and the number of votes each may cast is based upon the population of the municipality or electoral area.

Basis of Accounting These consolidated financial statements have been prepared in accordance with Canadian public sector accounting standards prescribed for governments, as recommended by the Public Sector Accounting Board.

Reporting Entity The Regional District of Okanagan-Similkameen reporting entity includes the local government and all related entities that are controlled by the Regional District.

Principles of Consolidation All governmental units are fully consolidated by the government reporting entity. Other business enterprises and partnerships which meet the definition of a government business enterprise or partnership are accounted for on the modified equity basis of accounting.

Entities that fall under the consolidated basis of accounting are fully consolidated on a line-by-line basis with inter-organizational balances and transactions eliminated. The following entities are accounted for on a consolidation basis:

Sunbowl Arena
Oliver Parks and Recreation Society

Government business partnerships that are accounted for on the modified equity basis of accounting includes the cost of the Regional District of Okanagan-Similkameen's investment in the entities including the proportionate share of earnings. Under the modified equity basis of accounting inter-organizational balances are not eliminated. The following entities are accounted for on a modified equity basis:

Vermilion Forks Community Forest Corporation

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

1. Summary of Significant Accounting Policies (continued)

Asset Classification	Assets are classified as either financial or non-financial. Financial assets are assets that could be used to discharge existing liabilities or finance future operations. Non-financial assets are acquired, constructed or developed assets that do not provide resources to discharge existing liabilities but are employed to deliver government services, may be consumed in normal operations and are not for resale. Non-financial assets include tangible capital assets, deposits on land, and prepaid expenses.
Cash and Cash Equivalents	Cash and cash equivalents consist of cash on hand, bank balances and investments in money market instruments with maturities of three months or less. Cash and cash equivalents on the Consolidated Statement of Cash Flows is represented by cash, short-term investments as disclosed on the Consolidated Statement of Financial Position.
Portfolio Investments	Portfolio investments include guaranteed investment certificates, short-term bonds and mutual funds maturing at various times during the next fiscal year. These investments are recorded at cost.
Financial Instruments	<p>The Regional District carries a number of financial instruments. Unless otherwise noted, it is management's opinion that the Regional District is not exposed to significant interest, currency or credit risks arising from these financial instruments.</p> <p>The fair values of these financial instruments approximate their carrying values, unless otherwise noted.</p>
Measurement Uncertainty	The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts in the financial statements and the disclosure of contingent liabilities. Significant estimates in these financial statements include the determination of the useful lives of tangible capital assets, valuation of the landfill closure and post-closure obligation, valuation of the contaminated sites obligation, and assessment of legal claims. For common financial statement items, such as accounts payable and allowances for doubtful accounts, measurement uncertainty is inherent but not assessable. These estimates and assumptions are based on management's judgment and the best information available at the time of preparation and may differ significantly from actual results. Estimates are reviewed annually to reflect new information as it becomes available.
Retirement Benefits	The Regional District's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred.

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

1. Summary of Significant Accounting Policies (continued)

Revenue Recognition

Revenue is recognized as it becomes receivable under the terms of applicable funding agreements. Revenue received under the funding arrangements which relates to a subsequent fiscal period is reflected as deferred revenue in the year of receipt and classified as such on the Summary Statement of Financial Position.

Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions, such as reassessments due to audits, appeals and court decisions, could result in a change in the amount of tax revenue recognized.

Rental revenue is recognized when the services are provided to tenants, and collection is reasonably assured. When rental payments are received in advance of contracted services, the Regional District records this as deferred revenue.

Government transfers are recognized as revenues when the transfer is authorized and any eligibility criteria are met, except to the extent that transfer stipulations give rise to an obligation that meets the definition of a liability. Transfers are recognized as deferred revenue when the transfer stipulations give rise to a liability. Transfer revenue is recognized in the statement of operations as the stipulation liabilities are settled.

Charges for sewer and water usage are recorded as user fees and are recognized on an accrual basis. Connection fee revenues are recognized when the connection has been established.

All other revenue is recognized in the period in which the good or service is provided and collection is reasonably assured.

Contaminated Sites

Liabilities for remediation of contaminated sites are recognized when an environmental standard exists, contamination exceeds the standard, the Regional District has responsibility for remediation of the site, future economic benefits will be given up, and a reasonable estimate of the amount can be made.

Deferred Revenue

Funds received for specific purposes which are externally restricted by legislation, regulation or agreement and are not available for general government purposes are accounted for as deferred revenue on the Consolidated Statement of Financial Position. The revenue is recognized in the Consolidated Statement of Operations and Accumulated Surplus in the year in which it is used for the specified purpose.

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

Landfill closure and

post-closure

The estimated costs to close and maintain the closed solid waste landfill sites are based on estimated future expenses in current dollars, discounted, adjusted for estimated inflation, and are recognized and charged to expense as the landfill site's capacity is used.

Long-term debt

Long-term debt is recorded net of related sinking fund balances and actuarial earnings.

Tangible Capital Assets and Amortization

Tangible capital assets are not available to discharge existing liabilities and are held for use in the provision of goods and services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.

Tangible capital assets are valued at acquisition cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs.

Amortization is charged against tangible capital assets based on the estimated useful life of the asset as follows:

- | | |
|--------------------------------------|----------------------------|
| - Automotive equipment | - 5-20 years straightline |
| - Buildings and improvements | - 10-75 years straightline |
| - IT infrastructure equipment | - 3-10 years straightline |
| - Land improvements | - 5-20 years straightline |
| - Machinery and equipment | - 5-20 years straightline |
| - Utilities infrastructure equipment | - 10-75 years straightline |

Tangible capital assets under construction, development or that have been removed from service are not amortized until they are available to be put into service.

Tangible capital assets are written down when conditions indicate that they no longer contribute to the Regional District's ability to provide goods and services, or when the value of future economic benefits associated with the tangible capital assets are less than their net book value. The net write-downs are accounted for as expenses in the statement of operations.

Contributed tangible capital assets are recorded at their fair value on the date of contribution, except in unusual circumstances where fair value cannot be reasonably determined, in which case they are recognized at nominal value.

Regional District of Okanagan-Similkameen

Notes to the Consolidated Financial Statements

December 31, 2017

1. Summary of Significant Accounting Policies (continued)

Segmented Information

The Regional District of Okanagan-Similkameen provides a wide range of services including general government, protective services, transportation services, development services, parks, recreation and culture, environmental services, bylaw enforcement, water services, sewer services, and economic development. For management reporting purposes, the Regional District's operations and activities are organized and reported by segment.

General Government Services is comprised of a number of different services, including: Corporate Services; Administration; Finance; Human Resources; Information Systems; and Electoral Area Costs. Corporate Services involves staff and management working closely with the Regional District Board and community partners to coordinate the delivery of a wide range of functions and services. The Finance department is responsible for the requisition of tax revenues from the Province and from member municipalities and all treasury and accounting functions. Human Resources involves the administration of full-time and part-time employees, as well as the responsibility for labour relations, recruitment, training and career planning, employee health and safety and Workers Compensation regulations. Information Systems includes an all-encompassing computer database and mapping system for properties in the Regional District, which is used by Regional Services and Regional District departments and other government agencies, as well as members of the public and businesses.

Protective Services includes a number of different programs. These programs include Electoral Area Fire Protection; 911 Services; Crime Stoppers; Victims Services; and Crime Prevention. These services are designed to provide a safe environment to the community. The Regional District is responsible for ensuring these services are provided to various jurisdictions within the unincorporated electoral areas A through H.

Transportation Services includes Road/Street Light Improvements and Transit Services.

Development Services includes regional planning, sustainability, and zoning. The department is responsible for land use planning for all unincorporated electoral areas.

Parks, Recreation and Culture includes the Community Halls, Regional Parks, Community Parks, and Okanagan Regional Library. The Parks department is responsible for 9 Regional Parks and various community and neighbourhood parks. The department is also responsible for future recreational opportunities through parkland acquisition and development.

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

1. Summary of Significant Accounting Policies (continued)

Segmented Information **Environmental Services** is responsible for refuse disposal and recycling services, including regional waste management and disposal, and various communication and educational programs.

Bylaw Services is responsible for building inspection, dog control, mosquito control, starling control, and prohibited animal control.

Water Services includes a total of six water systems that provides water services to local service areas within the electoral areas.

Sewer Services includes the OK Falls Sewer System and the Gallagher Lake Sewer System.

Economic Development is responsible for delivering Insect & Weed Control, Sterile Insect Release, Economic Development and Planning. Economic Development provides assistance to businesses and entrepreneurs in the Regional District and to those interested in relocating to the region. The Planning function is responsible for developing land use policies that provide guidance to elected officials, developers, the public and other decision makers. It puts land use plans and policies into action and ensures proper infrastructure and orderly development. The program also evaluates applications and provides recommendations to decision makers; assists the public with land use regulations, applications, and processes; and invites and responds to public comments.

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

2. Prior Period Adjustments

During the year, a number of errors were identified in the comparative information that have been corrected as noted below:

The Community Works Gas Tax Funding was being deferred in error, as a result liabilities were overstated by \$4,396,623. The comparative figures have been corrected to increase opening accumulated surplus by \$4,200,171, and increase revenue by \$196,452. As a result, net income for the year ended December 31, 2016 increased by \$196,452 and accumulated surplus as at December 31, 2016 also increased by \$4,396,623.

There were errors in the rates used in the calculation of the landfill closure and post-closure liability estimate, as a result liabilities were overstated by \$5,198,582. The comparative figures have been corrected to increase opening accumulated surplus by \$2,202,698 and decrease expenses by \$2,995,883. As a result, net income for the year ended December 31, 2016 increased by \$2,995,883 and accumulated surplus at December 31, 2016 also increased by \$5,198,581.

Two entities that meet the criteria for line by line consolidation had previously been accounted for using the modified equity method, as a result assets and liabilities were overstated and understated by an offsetting amount. The comparative figures have been corrected to include the assets and liabilities of Sun Bowl Arena and Oliver Parks and Recreation Society.

A vehicle replacement reserve was previously recorded as deferred revenue, as a result liabilities were overstated by \$628,183. The comparative figures have been corrected to increase opening accumulated surplus by \$577,743, decrease revenue by \$30,946 and decrease expenditures by \$81,385. As a result, net income for the year ended December 31, 2016 increased by \$50,440 and accumulated surplus at December 31, 2016 also increased by \$628,183.

**Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements**

December 31, 2017

2. Prior Period Adjustments (continued)

The results of these corrections to the prior year are as follows:

	December 31, 2016 Before restatement	Adjustment	December 31, 2016 After restatement
Statement of Financial Position			
Increase in cash	\$451,637	\$455,916	\$907,553
Decrease in accounts receivable	3,206,781	(324,635)	2,882,146
Increase in due from Town of Osoyoos	-	29,012	29,012
Increase in accounts payable	2,834,479	400,840	3,235,319
Increase in deferred revenue	6,827,496	(5,265,354)	1,562,142
Decrease in landfill closure and post-closure liability	9,224,261	(5,198,582)	4,025,679
Statement of Operations and Accumulated Surplus			
Decrease in expenditures	27,515,794	(3,096,744)	24,419,050
Increase in revenue	30,373,026	(369,749)	30,003,277
Increase in income from enterprises	-	515,782	515,782
Increase in annual surplus	2,851,804	3,242,777	6,094,581
Increase in accumulated surplus	68,078,159	10,223,388	78,301,547
Statement of Changes in Net Financial Assets			
Increase in net financial assets (debt)	(7,224,240)	10,223,388	2,999,148

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Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements

December 31, 2017

3. Cash and Short-term Investments

	2017	(Restated) 2016
Consists of:		
Cash	\$ 303,660	\$ 733,193
Short-term Investments		
Term deposits	10,057,000	7,044,468
Mutual funds	8,439	8,361
Short-term bonds (Market value \$19,451,030 (2016-\$19,408,660))	19,947,665	19,408,660
	30,013,104	26,461,489
	\$ 30,316,764	\$ 27,194,682
Restricted Internally		
Capital reserves	\$ 19,173,243	\$ 18,649,484
Oliver Parks & Recreation reserves	747,140	732,337
Kaleden Rec reserves	32,060	31,184
	19,952,443	19,413,005
Unrestricted	10,364,321	7,781,677
	\$ 30,316,764	\$ 27,194,682

Term deposits consist of two one-year cashable GICs at rates varying from 1.80-1.85% per annum, maturing September 2018 (1.60-1.65% at December 31, 2016).

4. Funds held in trust

The Regional District holds \$40,382 (2016 - \$40,382) in trust for Oliver and District Community Economic Development Society, this society has dissolved and funds are held in trust to be distributed to another society with a similar mandate, in accordance with the Societies Act .

The Regional District also holds \$130,281 (2016 - \$129,788) in trust for South Okanagan Similkameen Conservation Program.

The Regional District also holds \$4,205 (2016 - \$4,188) in trust for Allison Lake Rate Payers Association.

Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements

December 31, 2017

5. Accounts Receivable

	2017	2016
Trade accounts receivable	\$ 6,435,233	\$ 2,064,076
Allowance for doubtful accounts	(178,586)	(178,586)
GST receivable	370,894	197,678
Due from Municipalities	771,883	798,978
Net accounts receivable	\$ 7,399,424	\$ 2,882,146

6. Debt Reserve Fund - Municipal Finance Authority

The Regional District is required to issue its long-term debt through the Municipal Finance Authority ("MFA"). As a condition of borrowing, 1% of the gross debenture proceeds are withheld by the MFA as a debt reserve fund and 0.06% of the gross debenture proceeds are withheld as a debt issue expense. The debt reserve fund is invested by the MFA and interest earned and expenses incurred are reported annually to the Regional District. If at any time the MFA does not have sufficient funds to meet payments or sinking fund contributions due on its obligations, the payments will be made from the debt reserve fund. Details of cash deposits held in the debt reserve fund are as follows:

	2017	2016
Debt Reserve Fund - Cash Deposits		
Regional District	\$ 239,592	\$ 202,872
Member Municipalities	1,779,413	1,890,738
	\$ 2,019,005	\$ 2,093,610

The Regional District is also required to execute a demand note for each borrowing in the amount of one-half of the average annual principal and interest due, less the amount held back for the debt reserve fund. The demand notes payable to the MFA are only callable in the event that a local government defaults on its loan obligation. Details of demand notes are as follows:

	2017	2016
Demand Notes		
Regional District	\$ 533,571	\$ 411,608
Member Municipalities	4,117,336	4,873,104
	\$ 4,650,907	\$ 5,284,712

	2017	2016
Cash Deposits and Demand Notes		
Cash Deposits	\$ 2,019,005	\$ 2,093,610
Demand Notes	4,650,907	5,284,712
	\$ 6,669,912	\$ 7,378,322

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

7. Long-term investments

Nature of Business Vermillion Community Forest Corporation

This is a Corporation that is established under the laws of British Columbia and is engaged in the business of silviculture, planting and harvesting of specified forests operated under license. The Regional District has a 33.33% interest in the Corporation.

	2017			2016
	Lower Similkameen	Vermilion Forks	Total	Total
Assets				
Current	\$ -	\$ 347,383	\$ 347,383	\$ 1,362,845
Non-current	-	-	-	42,104
	\$ -	\$ 347,383	\$ 347,383	\$ 1,404,949
Liabilities				
Current	\$ -	\$ 33,061	\$ 33,061	\$ 74,586
Non-current	-	-	-	191,295
	-	33,061	33,061	265,881
Equity (deficit)	-	314,322	314,322	1,139,068
	\$ -	\$ 347,383	\$ 347,383	\$ 1,404,949
Revenue	\$ -	\$ 5,638	\$ 5,638	\$ 4,579,371
Expenditures	-	45,677	45,677	3,058,377
Total income	\$ -	\$ (40,039)	\$ (40,039)	\$ 1,520,994
Allocation	\$ -	\$ (13,346)	\$ (13,346)	\$ 515,782

In 2016, the Regional District had an investment in Lower Similkameen Community Forest Limited Partnership. This interest was disposed of in 2017 for nil proceeds and the remaining equity in the partnership was recorded as an investment loss in the 2017 statement of operations and accumulated surplus.

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

8. Accounts Payable and Accrued Liabilities

	2017	(Restated) 2016
Trade payables	\$ 3,839,821	\$ 2,503,359
Government remittances payable	48,020	16,612
Holdbacks	1,383,556	145,793
Accrued salaries and employee benefits payable	334,240	395,195
	\$ 5,605,637	\$ 3,060,959

9. Short-term debt

The MFA provides short-term financing under various pieces of legislation to help local governments with their cash flow needs. There are no fees to set up a short-term loan. Interest is calculated daily, compounded monthly and automatically collected the 2nd business day of the following month. As at December 31, 2017 the Regional District had been advanced \$1,070,000 (2016 - \$2,940,000) in short-term financing at a variable interest rate of 1.94% (2016 - 1.44%).

10. Deferred Revenue

	2017	(Restated) 2016
Deferred government transfers and other revenue	\$ 3,560,520	\$ 418,757
Deposits	86,109	92,136
Parkland dedication	260,795	259,870
	\$ 3,907,424	\$ 770,763

11. Landfill Closure and Post-Closure Liabilities

The Regional District has three active landfills and one closed landfill that is being used as a transfer station within its boundaries and is responsible for the costs of their closure and post-closure activities. The costs related to these activities are provided for over the estimated remaining life of active landfill sites based on usage.

Closure activities include covering, grading and surface water management. Post-closure activities include leachate and environmental monitoring, maintenance and reporting. Post-closure activities are expected to occur for approximately 30 years for all landfills.

Key variables used in estimating the value of the closure and post-closure obligation include the cost of capital, inflation rate, timing of closure and post-closure activities, and total capacity. In management's opinion, the assumptions used represent the most likely scenario. As the projections are made over a long period of time, the amount of the obligation is very sensitive to changes in the variables.

The Regional District has estimated the costs associated with these activities based on engineering studies required by the Ministry of Environment. Changes in the liability are a result from settling of waste or changes in fill rates, changes in regulatory requirements, inflation rates and/or interest rates.

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

11. Landfill Closure and Post-Closure Liabilities (continued)

During 2017, the Regional District obtained new engineering reports for the OK Falls and Oliver Landfills, these reports included updated useful lives for these landfills. Changes in the liability for cumulative capacity used to date, and updated expected useful life of the landfill are recognized prospectively.

In 2017, estimated expenses were calculated as the present value of future cash flows associated with closure and post-closure costs, discounted using the Regional District's weighted average cost of capital of 2.86% and inflated using an average inflation rate of 2.10% (annual BC CPI for 2017). The liability recognized is the difference between total estimated expenses for the entire closure and post-closure period less any amounts spent at the end of December of the reporting year.

	Total estimated capacity (cubic meters)	Cumulative capacity used (cubic meters)	Estimated remaining life (years)	Time for post-closure care (years)	Estimated total expenses	2017 Remaining to recognize
Campbell Mountain	3,214,155	1,035,256	87	30	\$ 9,015,662	\$ 6,647,029
Keremeos	25,000	25,000	0	30	1,028,137	-
OK Falls	100,000	50,130	13	30	912,064	454,846
Oliver	496,842	203,043	38	30	1,620,812	958,342
					<u>\$ 12,576,675</u>	<u>\$ 8,060,217</u>
						<u>\$ 4,516,458</u>

In 2016, the Regional District calculated the present value of future cash flows associated with closure and post-closure costs, discounted using the Regional District's weighted average cost of capital of 3.19% and inflated using the 2016 BC CPI rate of 1.80%.

	Total estimated capacity (cubic meters)	Cumulative capacity used (cubic meters)	Estimated remaining life (years)	Time for post-closure care (years)	(Restated) Estimated total expenses	(Restated) 2016 Remaining to recognize
Campbell Mountain	3,214,155	1,009,304	88	30	\$ 6,306,743	\$ 4,591,523
Keremeos	25,000	25,000	0	30	889,809	-
OK Falls	100,000	48,949	10	30	2,529,993	1,510,817
Oliver	496,842	197,404	35	30	820,192	418,717
					<u>\$ 10,546,737</u>	<u>\$ 6,521,057</u>
						<u>\$ 4,025,680</u>

Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements

December 31, 2017

12. Development Cost Charges

The Regional District collects development cost charges ("DCCs") to pay for a proportionate share of infrastructure related to new growth. In accordance with the Local Government Act of BC, these funds must be deposited into a separate reserve fund. When the related costs are incurred, the DCCs are recongized as revenue.

	<u>2017</u>	<u>2016</u>
OK Falls Sewer DCC	286,926	367,605
Faulder Water DCC	7,326	7,300
Olalla Water DCC	5,355	5,336
Naramata Water DCC	25,106	13,637
Naramata Water - Lower Zone	100,612	100,255
Naramata Water - Upper Zone	298,303	297,246
	<u>723,628</u>	<u>791,379</u>

DCC Activity	<u>2017</u>	<u>2016</u>
Balance, beginning of the year	791,379	591,174
Return on investments	2,691	7,725
DCCs Levied in the year	33,612	192,480
Transfers to general operating	(104,054)	-
	<u>723,628</u>	<u>791,379</u>

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Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements

December 31, 2017

13. Long-term Debt

The Regional District incurs long-term debt directly as well as on behalf of member municipalities. Loan agreements with the MFA provide that if at any time the payments from member municipalities are not sufficient to meet their obligations in respect of such borrowings, the resulting deficiency becomes a liability of the Regional District.

All long-term debt is reported net of sinking fund balances. Sinking fund instalments are invested by the MFA and earn income, which together with principal payments are expected to be sufficient to retire the debt issue at maturity. Where the MFA has determined that sufficient funds exist to retire a debt issue on its maturity date without further instalments, payments are suspended by the MFA and the Regional District's liability is reduced to nil. Should those funds prove to be insufficient at maturity, the resulting deficiency becomes a liability of the Regional District.

Debentures issued mature at various dates ranging from November 2019 to October 2036 with interest rates ranging from 1.75% to 3.30%. The weighted average interest rate on long-term debt was 2.86% (3.19% - 2016) and interest expense was \$5,739,728 (\$6,009,128 - 2016).

	2017	2016
Municipal Finance Authority	86,060,832	86,130,133
Less: Regional District portion	18,433,134	15,858,879
Total Municipal Portion	67,627,698	70,271,254

Principal payments and sinking fund instalments due in the next five years and thereafter are as follows:

	Total Payment	Total Recoverable from member municipalities	Net Payment
2018	\$ 5,541,535	\$ 4,730,476	\$ 811,059
2019	4,590,990	3,779,931	811,059
2020	4,503,119	3,692,060	811,059
2021	4,378,291	3,567,232	811,059
2022	4,339,405	3,540,631	798,774
Thereafter	28,463,989	20,227,635	8,236,354
Total principal payments	51,817,329	39,537,965	12,279,364
Expected actuarial adjustment	34,243,503	28,089,733	6,153,770
Total	\$ 86,060,832	\$ 67,627,698	\$ 18,433,134

Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements

December 31, 2017

14. Tangible Capital Assets

								2017
	Automotive Equipment	Buildings	Equipment	IT Infrastructure	Land and Land Improvements	Utilities Infrastructure	Work in Process	Total
Cost, beginning of year	\$ 5,803,053	\$ 8,311,894	\$ 6,997,000	\$ 981,593	\$ 29,364,730	\$ 43,407,750	\$ 1,959,348	\$ 96,825,368
Additions	391,718	-	188,276	96,655	350,613	6,402,294	1,377,871	8,807,427
Disposals	(58,794)	-	-	(83,895)	-	(181,479)	-	(324,168)
Transfers	120,752	-	-	-	8,488	1,704,086	(1,833,326)	-
Cost, end of year	6,256,729	8,311,894	7,185,276	994,353	29,723,831	51,332,651	1,503,893	105,308,627
Accumulated amortization, beginning of year	4,061,829	2,667,513	3,728,242	753,258	1,241,681	9,072,446	-	21,524,969
Amortization	300,041	266,753	367,869	124,576	268,566	1,204,687	-	2,532,492
Disposals	(58,794)	-	-	(83,895)	-	(107,553)	-	(250,242)
Accumulated amortization, end of year	4,303,076	2,934,266	4,096,111	793,939	1,510,247	10,169,580	-	23,807,219
Net carrying amount, end of year	\$ 1,953,653	\$ 5,377,628	\$ 3,089,165	\$ 200,414	\$ 28,213,584	\$ 41,163,071	\$ 1,503,893	\$ 81,501,408

Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements

December 31, 2017

								2016
	Automotive Equipment	Buildings	Equipment	IT Infrastructure	Land and Land Improvements	Utilities Infrastructure	Work in Process	Total
Cost, beginning of year	\$ 5,321,899	\$ 6,881,090	\$ 5,452,439	\$ 897,724	\$ 25,713,960	\$ 42,413,115	\$ 2,574,328	\$ 89,254,555
Additions	487,154	863,246	690,836	115,776	3,636,748	792,537	1,060,687	7,646,984
Disposals	(6,000)	-	(14,739)	(31,907)	-	(23,525)	-	(76,171)
Transfers	-	567,558	868,464	-	14,022	225,623	(1,675,667)	-
Cost, end of year	5,803,053	8,311,894	6,997,000	981,593	29,364,730	43,407,750	1,959,348	96,825,368
Accumulated amortization, beginning of year	3,797,354	2,426,426	3,400,452	660,844	1,022,191	7,975,140	-	19,282,407
Amortization	270,475	241,087	339,587	124,321	219,490	1,113,618	-	2,308,578
Disposals	(6,000)	-	(11,797)	(31,907)	-	(16,312)	-	(66,016)
Accumulated amortization, end of year	4,061,829	2,667,513	3,728,242	753,258	1,241,681	9,072,446	-	21,524,969
Net carrying amount, end of year	\$ 1,741,224	\$ 5,644,381	\$ 3,268,758	\$ 228,335	\$ 28,123,049	\$ 34,335,304	\$ 1,959,348	\$ 75,300,399

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

15. Accumulated Surplus

Reserves are non-statutory reserves which represent an appropriation of surplus for specific purposes and are comprised of the following:

	Balance Dec. 31, 2016	Transfers to (from)	Surplus (Deficit)	Balance Dec. 31, 2017
Unrestricted Surplus	\$ 53,643,877	\$(1,702,663)	\$ 6,850,973	\$ 58,792,187
Operating	1,688,074	599,734	-	2,287,808
	55,331,951	(1,102,929)	6,850,973	61,079,995
Community Works Gas Tax	4,396,623	337,657	-	4,734,280
Capital	18,572,973	765,272	-	19,338,245
	22,969,596	1,102,929	-	24,072,525
	\$ 78,301,547	\$ -	\$ 6,850,973	\$ 85,152,520

16. Municipal Insurance Association - Liability Insurance

Commencing December 31, 1987, the Regional District entered into a self-insurance program with British Columbia municipalities and regional districts. The Regional District is obliged under the program to pay a percentage of its fellow insureds' losses. The Regional District pays an annual premium, which is anticipated to be adequate to cover any losses incurred.

17. Contingencies

A lawsuit has been filed against the Regional District for an incident which arose in the ordinary course of business. In the opinion of management and legal counsel, the outcome of the lawsuit, now pending, is not determinable. Should any loss result from the resolution of these claims, such loss will be charged to operations in the year of resolution.

18. Comparative Figures

Certain comparative amounts presented in the financial statements have been restated to conform to the current year's presentation.

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

19. Letters of Credit and Performance Bonds

In addition to the performance deposits reflected in the Consolidated Statement of Financial Position, the Regional District is holding irrevocable Letters of Credit and Performance Bonds in the amount of \$818,041 which were received from depositors to ensure their performance of works to be undertaken within the Regional District. These amounts are not reflected in the Consolidated Financial Statements but are available to satisfy liabilities arising from non-performance by the depositors.

20. Line of Credit

The Regional District has a revolving line of credit for up to \$2,000,000 with an interest rate of prime per annum, that is due on demand and unsecured. At December 31, 2017 and December 31, 2016 the line of credit was unutilized.

21. Tax Revenue

	2017	(Restated) 2016
Property taxation revenue	\$ 14,878,961	\$ 13,763,273
Parcel tax	1,022,664	1,013,276
Grant in lieu	109,545	92,870
Net property taxation revenue	\$ 16,011,170	\$ 14,869,419

Regional District of Okanagan-Similkameen Notes to the Consolidated Financial Statements

December 31, 2017

22. Municipal Pension Plan

The Regional District and its employees contribute to the Municipal Pension Plan ("the plan"), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing the management of the plan, including investment of the assets and administration of benefits. The plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. As at December 31, 2017, the plan has about 193,000 active members and approximately 90,000 retired members. Active members include approximately 38,000 contributors from local governments.

Every three years, an actuarial valuation is performed to assess the financial position of the plan and adequacy of plan funding. The actuary determines an appropriate combined employer and member contribution rate to fund the plan. The actuary's calculated contribution rate is based on the entry-age normal cost method, which produces the long-term rate of member and employer contributions sufficient to provide benefits for average future entrants to the plan. This rate may be adjusted for the amortization of any actuarial funding surplus and will be adjusted for the amortization of any unfunded actuarial liability.

The most recent valuation for the Municipal Pension Plan as at December 31, 2015 indicated a \$2.2 billion funding surplus for basic pension benefits on a going concern basis.

The next valuation will be at December 31, 2018 with results available in 2019. Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate with the result that there is no consistent and reliable basis for allocating the obligation, assets, and cost to the individual employers participating in the plan. The Regional District paid \$475,043 for employer contributions to the plan in fiscal 2017 (\$422,089 in 2016).

**Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements**

December 31, 2017

23. Budget

The Regional District of Okanagan-Similkameen Budget Bylaw adopted by the Board of Directors on March 2, 2017 was not prepared on a basis consistent with that used to report actual results (Public Sector Accounting Standards). The budget was prepared on a modified accrual basis while Public Sector Accounting Standards require a full accrual basis. The budget figures anticipated use of surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the statements of operations and change in net financial assets represent the Budget adopted by the Board of Directors on March 2, 2017 with adjustments as follows:

	<u>2017</u>
Budget Bylaw surplus for the year	\$ -
Add:	
Capital expenditures	6,574,053
Municipal Interest	5,070,523
Less:	
Budgeted transfers from accumulated surplus	(4,752,894)
Bank loan proceeds	<u>(12,552,633)</u>
Budget surplus per statement of operations	<u>\$ (5,660,951)</u>

Draft for board approval

Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements

December 31, 2017

24. Statement of Expenditures by Object

	2017	(Restated) 2016
Administration	\$ 17,465	\$ 16,291
Advertising and promotion	95,232	86,317
Agreements	165,679	172,357
Amortization	2,532,492	2,308,579
Collections on behalf of other agencies	2,416,562	2,403,326
Bank charges	37,876	35,220
Bylaw	1,976	3,551
Contract services	5,707,318	5,569,535
Development charges	5,906	6,755
Donations	26,829	14,557
Education and training	192,895	149,329
Environmental	112,526	126,526
Gas tax expenses	77,089	50,599
Grants	892,245	572,758
Insurance	340,858	361,715
Interest on long-term debt	608,559	584,650
Loan and lease payments	54,946	8,258
Landfill closure (recovery)	490,778	(1,521,975)
Materials, supplies and services	1,066,283	1,032,264
Office	319,075	326,086
Professional fees	83,302	140,453
Program	85,291	236,024
Rental of facilities and equipment	92,159	80,012
Repairs and maintenance	4,129,840	3,035,326
Salaries and benefits	8,010,375	7,715,153
Telephone	734,746	661,484
Travel and meetings	264,212	223,297
Vehicle	25,033	20,603
Total expenditures for the year	\$ 28,587,547	\$ 24,419,050

**Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements
Schedule of Segmented Operations**

2017

	General Government	Protective Services	Transportation Services	Development Services	Parks Recreation and Culture	Environmental Services	Bylaw Enforcement	Water Services	Sewer Services	Economic Development	Total
Revenue											
Government transfers	\$ 1,413,407	\$ 58,420	\$ 23,716	\$ -	\$ 193,049	\$ 13,145	\$ -	\$ 4,189,814	\$ 120,202	\$ 36,747	\$ 6,048,500
Sales of services	27,624	10,223	45,771	1,027,573	605,496	6,429,675	86,055	1,923,477	1,096,640	-	11,252,534
Donations	-	26,829	-	-	11,532	-	-	-	-	-	38,361
Rental	-	-	-	-	309,879	-	-	-	-	-	309,879
Taxation	2,661,035	3,128,332	210,326	1,382,705	4,894,682	2,284,223	87,587	1,109,004	44,167	209,108	16,011,169
Investment	371,166	75,420	53	7,011	65,002	102,204	24	115,707	41,694	140	778,421
Miscellaneous	88,000	349,905	-	39,960	165,045	134,982	75	242,786	-	222	1,020,975
DCC	-	-	-	-	-	-	-	-	104,054	-	104,054
	4,561,232	3,649,129	279,866	2,457,249	6,244,685	8,964,229	173,741	7,580,788	1,406,757	246,217	35,563,893
Expenditure											
Administrative	-	1,500	-	-	12,000	3,965	-	-	-	-	17,465
Amortization	188,387	472,755	-	7,999	526,951	93,352	-	686,821	556,227	-	2,532,492
Grants	274,523	169,934	-	1,417	274,626	145,612	9,000	5,133	-	12,000	892,245
Lease payments	-	-	-	-	54,946	-	-	-	-	-	54,946
Materials, supplies, utilities	836,759	561,330	-	162,330	676,256	815,355	14,741	460,215	450,238	45,588	4,022,812
Operations and maintenance	469,770	1,438,612	255,618	103,432	2,535,910	4,598,057	61,998	534,925	97,893	53,657	10,149,872
Landfill closure	-	-	-	-	-	490,778	-	-	-	-	490,778
Transfers to other organizations	-	-	-	-	808,070	901,673	-	706,819	-	-	2,416,562
Salaries and benefits	2,625,378	809,843	1,257	1,288,526	1,011,771	960,281	145,329	772,191	303,762	92,037	8,010,375
	4,394,817	3,453,974	256,875	1,563,704	5,900,530	8,009,073	231,068	3,166,104	1,408,120	203,282	28,587,547
Excess (deficiency) of revenue for the year	\$ 166,415	\$ 195,155	\$ 22,991	\$ 893,545	\$ 344,155	\$ 955,156	\$ (57,327)	\$ 4,414,684	\$ (1,363)	\$ 42,935	\$ 6,976,346

Regional District of Okanagan-Similkameen
Notes to the Consolidated Financial Statements
Schedule of Segmented Operations
(Restated)
2016

	General Government	Protective Services	Transportation Services	Development Services	Parks Recreation and Culture	Environmental Services	Bylaw Enforcement	Water Services	Sewer Services	Economic Development	Total	
Revenue												
Government transfers	\$ 1,682,327	\$ 7,048	\$ -	\$ -	\$ 61,452	\$ 77,641	\$ -	\$ 606,699	\$ 139,009	\$ 1,470	\$ 2,575,646	
Sales of services	25,717	8,183	25,302	807,157	547,621	5,895,795	80,945	1,753,829	874,079	-	10,018,628	
Donations	-	14,557	-	-	38,019	-	-	-	-	-	52,576	
Rental	-	-	-	-	277,306	-	-	-	-	-	277,306	
Taxation	2,648,338	2,751,369	155,953	1,390,830	4,800,833	1,737,534	66,062	1,106,789	28,345	183,366	14,869,419	
Investment	154,461	34,066	-	4,556	40,774	114,836	-	59,437	8,136	217	416,483	
Miscellaneous	183,219	64,858	-	46,625	949,214	235,492	-	278,864	33,821	326	1,792,419	
DCC	-	-	-	-	-	-	-	800	-	-	800	
	<u>4,694,062</u>	<u>2,880,081</u>	<u>181,255</u>	<u>2,249,168</u>	<u>6,715,219</u>	<u>8,061,298</u>	<u>147,007</u>	<u>3,806,418</u>	<u>1,083,390</u>	<u>185,379</u>	<u>30,003,277</u>	
Expenditure												
Administrative	(7,550)	357	-	-	19,550	3,934	-	-	-	-	16,291	
Amortization	173,030	395,275	-	9,594	500,192	86,264	-	594,433	549,791	-	2,308,579	
Grants	293,051	87,975	-	1,540	136,123	22,195	9,000	8,139	-	12,735	572,758	
Lease payments	-	-	-	-	8,258	-	-	-	-	-	8,258	
Materials, supplies, utilities	876,154	410,132	3,463	195,904	631,943	857,123	14,015	535,565	437,860	65,142	4,027,301	
Operations and maintenance	330,163	999,808	180,432	79,509	2,324,114	4,251,342	64,773	518,275	118,441	22,502	8,889,359	
Landfill closure (recovery)	-	-	-	-	-	(1,521,975)	-	-	-	-	(1,521,975)	
Transfer to organizations	-	-	-	-	801,840	883,626	-	717,860	-	-	2,403,326	
Salaries and benefits	2,693,884	617,392	2,242	1,260,638	983,600	918,099	124,658	712,091	310,503	92,046	7,715,153	
	<u>4,358,732</u>	<u>2,510,939</u>	<u>186,137</u>	<u>1,547,185</u>	<u>5,407,620</u>	<u>5,500,608</u>	<u>212,446</u>	<u>3,086,363</u>	<u>1,416,595</u>	<u>192,425</u>	<u>24,419,050</u>	
Excess (deficiency) of revenue for the year	\$ -	\$ 335,330	\$ 369,142	\$ (4,882)	\$ 701,983	\$ 1,307,599	\$ 2,560,690	\$ (65,439)	\$ 720,055	\$ (333,205)	\$ (7,046)	\$ 5,584,227

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: May 3, 2018

RE: Regional District of Okanagan-Similkameen Transportation Service
Establishment Bylaw No. 2809, 2018

Administrative Recommendation 1: (Unweighted –Simple Majority)

THAT Regional District of Okanagan Similkameen Transportation Service Establishment Bylaw 2809, 2018, be read a first, second and third time prior to being forwarded to the Inspector of Municipalities for approval.

Administrative Recommendation 2: (Unweighted - 2/3)

THAT upon approval by the Inspector, participating area approval for Regional District of Okanagan Similkameen Transportation Service Establishment Bylaw 2809, 2018 be obtained for the entire service area through an Alternative Approval Process in accordance with section 342 (4) of the *Local Government Act*.

Purpose:

To provide an overview of costs and risks associated with a potential Regional Transportation Service within the Regional District Okanagan Similkameen.

Reference:

Administrative Reports – ‘Community Services Committee’ – July 7, 2016 and March 15, 2018

Business Plan Objective:

- Ø To meet public needs through the development and implementation of key services
- Ø To build sustainable communities

Overview:

In April 2016, the Provincial Government announced their commitment to \$12.7 million in funding over the next three years to support transit expansion initiatives throughout the Province.

At the April 4, 2018 Community Services Committee meeting, Directors unanimously voted to endorse the Service Plan Memorandum of Understanding (MOU) for the Penticton–Kelowna service transit expansion.

Analysis:

The MOU outlines the objectives and actions relating to the development of the Service Plan for the introduction of transit services connecting Penticton to Kelowna, and defines the scope of work to be completed. In order to make this a reality, a service must be established to allow for the authority to requisition.

With all jurisdictions agreeing to participate in the Regional Transit Service, the cost allocations for each electoral area and member municipality will be approximately those outlined in the table below. Determined by assessment of land and improvements, the amount of requisition would range from approximately \$1,700 to \$64,730 for member municipalities and from \$1,103 to \$13,869 for electoral areas. The average cost per household would range from \$1.33 to \$4.11 per household, with an average household cost estimate of \$2.78 per year.

Estimated Cost Allocations of a Regional Transit Service

Municipality/Electoral Area	Approximate Requisition	Estimated % of service cost	Estimated Average per Household
Penticton	\$64,730	41.31%	\$3.00
Summerland	\$21,433	13.68%	\$3.49
Keremeos	\$1,700	1.08%	\$1.60
Oliver	\$7,419	4.73%	\$2.33
Osoyoos	\$13,080	8.35%	\$2.49
Princeton	\$4,559	2.91%	\$1.33
Electoral Area A	\$4,532	2.89%	\$3.04
Electoral Area B	\$1,103	0.70%	\$1.56
Electoral Area C	\$5,914	3.77%	\$2.26
Electoral Area D	\$13,869	8.85%	\$2.96
Electoral Area E	\$6,276	4.01%	\$4.11
Electoral Area F	\$3,931	2.51%	\$3.97
Electoral Area G	\$2,207	1.41%	\$1.34
Electoral Area H	\$5,934	3.79%	\$1.82
Total RDOS Contribution	156,688	100.00%	\$2.78

The above figures are based on a projected 2019-20 budget to provide two round trips per day on weekdays at peak travel times. Any expansions of service will require additional service hours and fleet that will increase the Total RDOS Contribution. Thus the maximum requisition limit has been set to allow for future expansions so as to accommodate growing demand.

For the establishment of a service area such as this, the Local Government Act provides for participating area approval to be obtained by either of the following methods:

- Ø assent of the electors by voting;
- Ø approval of the electors by alternative approval process

Participating area approval must be obtained separately for each participating area in the proposed service area, unless the board, by resolution adopted by at least 2/3 of the votes cast, provides that

the participating area approval is to be obtained for the entire proposed service area. The Board, therefore would be responsible for obtaining that approval, and the alternative approval process would be conducted, as one whole area, by Regional District administration.

The financial impact of \$300,000 across the entire region calculates to \$0.017 per \$1,000 of assessed value.

Alternatives:

- THAT the Board of Directors NOT approve the service
- THAT elector approval be obtained by assent of the electors by voting (referendum)
- THAT participating area approval be obtained separately for each participating area

Communication Strategy:

Although the statutory requirement for advertising AAPs is limited to two ads in a single newspaper, it is acknowledged that many residents of smaller communities refer frequently to the small papers or online publications created within those communities. To ensure optimal coverage, the Regional District advertises the AAP in subscription and free newspapers as well as in the online publications. Additionally, copies of the AAP notices are posted to community bulletin boards within the service areas and are communicated out through the RDOS Facebook page.

Data sheets, containing the details of the proposed service are included on the AAP webpage, along with all of the required forms and bylaws.

Staff has developed a guide geared specifically towards the public and a copy is available on the Regional District's AAP webpage <http://www.rdos.bc.ca/news-events/assent-voting/alternative-approval-process-aap/>

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN

BYLAW NO. 2809, 2018

A bylaw to establish and operate a Regional Transit system within the Regional District Okanagan-Similkameen.

WHEREAS under Section 332 of the *Local Government Act*, a Regional District may, by bylaw, establish and operate any service the Board considers necessary or desirable for all or part of the Regional District;

AND WHEREAS the Regional District of Okanagan-Similkameen by B.C. Reg. 128/92 dated April 9, 1992 was granted the additional power to provide Transit Systems as local services;

AND WHEREAS the Lieutenant Governor in Council issued Supplementary Letters Patent which granted the Regional District Okanagan-Similkameen with the power to provide transit services;

AND WHEREAS the Board of the Regional District wishes to establish a service for the purpose of providing a public passenger transportation system as defined in the *British Columbia Transit Act* as a community transit service within the boundaries of the Regional District of Okanagan-Similkameen;

AND WHEREAS the Board of Directors resolved by a 2/3 vote that participating area approval be obtained for the entire proposed service area;

AND WHEREAS the approval of the electors in the participating areas has been obtained in accordance with the *Local Government Act*;

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

1. CITATION

1.1 This bylaw may be cited as the 'Regional District Okanagan-Similkameen Transit Service Establishment Bylaw No. 2809, 2018'.

2. ESTABLISHMENT OF THE SERVICE

2.1 The Board of the Regional District of Okanagan-Similkameen, is empowered and authorized to undertake and carry out, or cause to be undertaken and carried out, provisions of the Transit System Service, and without limiting the generality of the foregoing:

- (a) to acquire all such licenses, rights or authorities as may be required or desirable for or in connection with the provision of said Transit System Service, and
- (b) to enter into contracts with such authorities and companies as may be necessary or appropriate to implement said Transit System Service.

3. BOUNDARIES OF THE SERVICE AREA

3.1 The boundaries of the Transit System Service Area are the boundaries of the Regional District Okanagan-Similkameen in its entirety, which includes:

Electoral Area "A" – Rural Osoyoos, Electoral Area "B" – Cawston, Electoral Area "C" – Oliver Rural, Electoral Area "D" – Kaleden/Okanagan Falls, Electoral Area "E" – Naramata, Electoral Area "F" – Okanagan Lake West/West Bench, Electoral Area "G" – Keremeos Rural/Hedley, Electoral Area "H" – Princeton Rural. City of Penticton, District of Summerland, Town of Oliver, Town of Osoyoos, Town of Princeton, Village of Keremeos.

4. PARTICIPATING AREA

4.1 The participating area is the Regional District of Okanagan-Similkameen in its entirety.

5. COST RECOVERY METHOD

5.1 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;
- (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.

6. LIMIT

6.1 The maximum amount that may be requisitioned annually for the service shall not exceed \$300,000 or \$0.017 per \$1000 net taxable value of land and improvements in the service area, whichever the greater.

READ A FIRST, SECOND and THIRD TIME this day of , 2018.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of , 2018.

RECEIVED APPROVAL OF THE ELECTORATE THROUGH ALTERNATIVE APPROVAL PROCESS this day of 2018.

ADOPTED this day of , 2018.

Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this day of , 2018.

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: May 3, 2018

RE: RDOS Bi-Weekly Ad TOR Review

Administrative Recommendation:

THAT the Board of Directors approve the Bi-Weekly Newspaper Ad Terms of Reference and support the issuance of a Request for Quotation for the Bi-Weekly Newspaper Ad.

Reference:

RDOS Bi-weekly Newspaper Ad – Terms of Reference

Business Plan Objective:

Key Success Driver 2.0 – Optimize the customer Experience

- 2.1 To Increase public awareness of RDOS Services
- 2.2 To foster dynamic, credible and effective community relationships

Key Success Driver 4.0 – Governance and Oversight in a Representative Democracy

- 4.3 To promote Board effectiveness
- 4.4 To develop a responsive, transparent, effective organization.

Background:

Across B.C., many local governments have moved to a standard bi-weekly or weekly ad format within designated newspapers, using a Request for Quotation (RFQ) process to ensure transparency, cost effectiveness and compliance with purchasing policies.

After gauging the success of those bi-weekly ads with various other local governments, administration felt that the RDOS may benefit from the same type of advertising program and embarked on a Request for Quotation (RFQ) process to obtain the most effective and competitive pricing.

The RFQ process completed in early 2016, and was awarded and actioned later that year. The RFQ sought pricing on local media bi-weekly advertisement for a period of (1) year, with an optional extension of up to two (2) years.

The contract was awarded to the Penticton Herald/Herald Extra and the Similkameen News Leader ; however, shortly after the Similkameen News Leader ended production of their newspaper, and the

RDOS moved the bi-weekly ads in the Similkameen area to the other print news outlet in the Similkameen, the Similkameen Spotlight.

After a successful first period, in 2017 the Board approved the renewal of the existing RDOS Bi-weekly ad agreements with the Penticton Herald and Similkameen Spotlight newspapers for an additional year, in accordance with the contract.

Analysis:

The RDOS bi-weekly ad is branded and recognizable to citizens. The ad has provided consistent messaging from 2016 which has built citizen trust and provided further organizational transparency.

The advertisements, in the last two years, were extremely well received, and administration received many comments from the public and Board on the contents of the ads. Staff found the bi-weekly ad format very user friendly, and all departments were regularly able to make use of these ads.

Alternatives:

1. **THAT the Board of Directors approve the Bi-Weekly Newspaper Ad Terms of Reference and support the issuance of a Request for Quotation for the Bi-Weekly Newspaper Ad.**
2. **THAT staff be directed to make changes to the Terms of Reference, as noted in the March 1, 2018 Board Meeting.**
3. **THAT the bi-weekly advertising service be discontinued.**

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services



RDOS Bi-weekly Newspaper Ad

Terms of Reference

General

The Regional District of Okanagan-Similkameen (RDOS) will run a bi-weekly newspaper advertisement in local media sources. The goal is to circulate, via print ad, RDOS news and information to a maximum number of Okanagan Similkameen residents possible.

Scope of Work

The scope of work will include the following:

- A bi-weekly print ad in the proponent's newspaper, complete with assistance in layout and design enhancement with submitted advertisements. Assistance/enhancement should be in accordance with the RDOS Brand Standards Guide and template provided.
- Proof reading of submissions.
- Other Value added services as agreed upon in quote submission documents

Ad runs

The RDOS bi-weekly advertisement shall run in papers which cover as much of the region as possible every two weeks.

Authority

The RDOS will submit ads as per cut off dates provided by the newspaper. The newspaper will provide a proof which RDOS staff will approve before print.

Duties and Responsibilities

The newspaper shall provide:

- Key person with contact information;
- Proposed schedule of advertising run;
- Submission timelines;
- Sample advertisements of similar content;
- Details of circulation area;
(The RDOS reaches from Manning Park in the east, to Anarchist Mountain in the west, Greta Ranch to the north and Osoyoos to the south. The RDOS covers an area in excess of 11,000 square kilometers of the Okanagan and Similkameen valleys)
- Proposed page placement for the "RDOS ad" feature. Forward page placement is preferred;

The Bi-Weekly RDOS Newspaper Ads shall be conducted in accordance with industry accepted standards and practices and the work shall be carried out in a diligent and efficient manner, ensuring the work is of proper quality, material and workmanship.

Proposals shall specify a maximum fee for all other expenses necessary to complete the ad. Any costs incurred above the submitted maximum cost will be the sole responsibility of the Proponent unless previously approved by the Regional District.

Fee estimates must be for both black and white and colour advertisements and include all applicable taxes, but show taxes as separate items.



ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: May 3, 2018

RE: Declaration of State of Local Emergency Approval

Administrative Recommendation:

Green Mountain Rd / Farleigh Lake:

THAT the Board of Directors consent to the Declaration of a State of Local Emergency issued by the chair on the 25th April 2018 to remain in force for seven days until 2 May 2018 at midnight unless cancelled, for the area of Green Mountain Rd and Farleigh lake due to the threat of flood, debris flow, and land instability that may threaten life, safety, and cause significant property damage.

THAT the Board of Directors request the Minister of State for Emergency Preparedness to extend the Declaration of the State of Local Emergency for the area surrounding Green Mountain Rd and Farleigh Lake due to expire 2 May 2018, at midnight for a further seven days to 9 May 2018, at midnight.

Green Lake:

THAT the Board of Directors request the Minister of State for Emergency Preparedness to extend the Declaration of the State of Local Emergency for the area surrounding Green Lake due to expire 26 April 2018, at midnight for a further seven days to 3 May 2018, at midnight.

THAT the Board of Directors request the Minister of State for Emergency Preparedness to extend the Declaration of the State of Local Emergency for the area surrounding Green Lake due to Expire 3 May 2018, at midnight for a further seven days to 10 May 2018, at midnight.

Electoral Area "C":

THAT the Board of Directors request the Minister of State for Emergency Preparedness to extend the Declaration of the State of Local Emergency for the area of Electoral Area "C" due to expire 23 April 2018, at midnight for a further seven days to 30 April 2018, at midnight.

THAT the Board of Directors request the Minister of State for Emergency Preparedness to extend the Declaration of the State of Local Emergency for the area of Electoral Area "C" due to expires 30 April 2018, at midnight for a further seven days to 7 May 2018, at midnight.

Reference:

Emergency Program Act, Section 12

Background:

Inclement weather conditions on March 22nd 2018, coupled with higher than average seasonal ground water levels and a Direction of Emergency Drawdown of Kearns Creek Dam (locally known as Pringle Dam) from the Forest Lands Natural Resource Operations and Rural Development Ministry, led to elevated water levels at Willowbrook and areas downstream. The RDOS Emergency Operations Centre (EOC) was activated on May 22th 2017 to support emergency responders and residents dealing with issues related to the flooding. The EOC remains active on a daily basis and is offering support to our partners throughout the region, particularly in affected areas of Willowbrook, Sportsmen's Bowl, Green Lake, and Green Mountain Road with additional incidents in the areas of Naramata, Summerland and North of Oliver.

Respectfully submitted:

Bill Newall

Emergency Operations Centre Director