



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, August 6, 2020
RDOS Boardroom – 101 Martin Street, Penticton

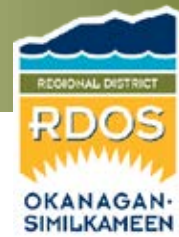
SCHEDULE OF MEETINGS

9:00 am	-	9:45 am	Corporate Services Committee
9:45 am	-	11:00 am	Protective Services Committee
11:00 am	-	11:30 am	Planning and Development Committee
11:30 am	-	11:45 am	Break
11:45 am	-	2:30 pm	RDOS Board

"Karla Kozakevich"

Karla Kozakevich
RDOS Board Chair

Advance Notice of Meetings			
August 20	RDOS Board	OSRHD Board	Committee Meetings
September 3	RDOS Board		Committee Meetings
September 17	RDOS Board	OSRHD Board	Committee Meetings
October 1	RDOS Board		Committee Meetings
October 15	RDOS Board	OSRHD Board	Committee Meetings
November 5	RDOS Board Inaugural	OSRHD Board Inaugural	
November 19	RDOS Board	OSRHD Board	Committee Meetings
December 3	RDOS Board		Committee Meetings
December 17	RDOS Board	OSRHD Board	Committee Meetings



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Corporate Services Committee

Thursday, August 6, 2020
9:00 am

AGENDA

A. APPROVAL OF AGENDA
RECOMMENDATION 1

THAT the Agenda for the Corporate Services Meeting of August 6, 2020 be adopted.

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

1. Discussion Document
2. Covid-19 Related Measures Act (Bill 19) – Letter from the Minister of Municipal Affairs and the Minister of Public Safety

C. OKANAGAN-KOOTENAY STERILE INSECT RELEASE PROGRAM – For Information Only

D. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: Board Meeting Venues and Requirements – A discussion paper

Purpose:

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

Reference:

Local Government Meetings and Bylaw Process Ministerial Order MO192
COVID-19 Related Measures Act (Bill 19)

Business Plan Objective:

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

Background:

At the July 2 Corporate Services Committee, various options for alternate venues were presented, each with varying costs associated. Administration was then directed to explore the feasibility of conducting statutory meetings at RDOS owned facilities within the Electoral Areas, providing they could meet the provincial requirements for physical distancing.

The criteria for a compliant venue includes:

- 1) Floor area of minimum 1600 ft² (148 m²) to accommodate Directors, RDOS Staff and Public
- 2) Wired Internet connectivity to accommodate Video Conferencing technology
- 3) Availability every 2nd Thursday for the next 6 months
- 4) Parking Availability
- 5) Food preparation/storage area is optional, the Board may consider other options for meal breaks

Options for Consideration:

1. Equip designated RDOS owned facilities in electoral areas where all Board Members, Staff, Delegates and the Public may attend in person. Additional costs for this would include set up of computer/audio and staff presence to ensure provincial requirements are met.
2. Invest in upgrading web conferencing technology in the RDOS Board Room with Directors, Staff, Delegates, Media and the Public continuing to join from remote locations until a vaccine is available.

Analysis:

1. The following table summarizes Administrations findings with respect to local facilities the RDOS could rent and suitable RDOS owned facilities identified within the electoral areas:

	Location	Library Auditorium	Shatford Center Auditorium	Lakeside Resort	Portuguese club	SD67 IMC	OK Falls Rec	OK Falls Gym	RDOS Boardroom
	Availability	Due to Covid-19 space is not available for rest of 2020	Currently not available due to SD67 and OSA	Available	Available	Depends on school activities	Available	Due to Covid-19 space is not available by SD53	Available
	Parking	Yes	Yes	Yes	Street Only or RDOS Parking lot	Yes	Yes	Yes	Yes
	Min 1600 sq ft	Unknown	Yes	Yes	Yes	Yes	No	Yes	No
	Wired Internet	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes
Rental Costs Per Meeting	Space and Cleanup			\$ 875.00	\$ 600.00	\$ 280.00	\$0.00		0.00
	Internet			\$ 156.00	\$ 156.00	\$ 100.00	\$0.00		0.00
	AV Rental			\$ 375.00	\$ 375.00	\$ 150.00	\$ 375.00		0.00
	Subtotal			\$ 1,406.00	\$ 1,131.00	\$ 530.00	\$ 375.00	\$ -	\$ -
Total Cost for Aug - Dec 2020				\$ 14,060.00	\$ 11,310.00	\$ 5,300.00	\$ 3,750.00		\$0.00

2. On July 17, 2020 the Minister of Municipal Affairs issued a communique advising that the COVID-19 Related Measures Act (Bill 19) received Royal Assent on July 8 and came into force on July 10.

The Act enables continuation of the Ministerial Orders beyond the end of the provincial state of emergency for an initial period of 90 days from the date the Act was put into force. A review will take place during that time to determine whether the orders may be extended for an additional period, up to one year. These Ministerial Orders under review include, but are not limited to MO192 – Local Government Meetings and Bylaw Process and MO82 – Bylaw Enforcement Officer Authority.

So, while Administration was initially guided by the understanding that once the provincial state of emergency concluded, all meeting processes must revert back to those prescribed in the Local Government Act, this new Act provides additional time for decision making on how best to ensure transparency and public accessibility when conducting Board business in a space which does not allow for compliance with respect to physical distancing for Board members only, not to mention members of the public.

The Board has long talked about the need to enhance the electronic capabilities in the Board Room, whether that be just microphones or upgrading to include video streaming, recording and posting meetings on the internet for future reference. Many of our members and staff are soft-spoken and with a Board of 19 and an aging demographic discussions around the Board Table are often difficult for all members to pick up.

In addition, the RDOS covers 10,400 km². With weather extremes and travel time, it's not always easy for some of our members and our citizens to join us in person. The capability to have electronic participation would seem to be a benefit, but we need to do it well and that investment may be expensive.

Further, if the Board did choose to continue to operate meetings electronically until it was safe to re-open the Board Room, an increase in public awareness of how to electronically access meetings through social media, newspaper advertising, information releases, and other methods including CivicReady would be required.

A possible phased approach could be a solution.

1st Phase: Audio improvements.

The Audio quality is key to having a functional meeting. The audio environment of any space has its challenges, so improving the audio environment of the RDOS boardroom to initially accommodate up to 10 people with proper microphones and acoustical treatments would be a start. Improving the audio of remote participants is equally as important and equipping Directors with headsets or echo cancelling speakerphones will be required. This system will be expandable to 20+ users once physical distancing requirements are no longer required.

Timeline: Aug-Sept 2020 Cost: TBD

2nd Phase: Video improvements.

The quality of the video is important to minimize distraction and aid in communication. Poor video, blurry images, images that are too small, camera focused on people that are not speaking all detract from the meeting. Installing a proper camera system for the RDOS Boardroom to properly cover up to 10 people, with proper physical distancing, is required. The system will be expandable to 20+ users once physical distancing requirements are no longer required. Remote video of Directors will also be addressed, where required, with either the addition of a webcam or the upgrade/addition of new laptop/tablet devices.

Timeline: Sept-Oct 2020 Cost: TBD

3rd Phase: Remote Locations (optional).

The system will be able to accommodate smaller regional hubs than can provide for 2-3 users to connect to the main RDOS Boardroom easily and have the benefit to provide remote collaboration when not in use for board meetings. Once physical distancing requirements are no longer required these system could accommodate up to 7 - 14 people depending on the space

Timeline: Spring 2021 Cost: TBD

The aspects and complexity of delivering professional AV conferencing “On the Move” are more costly and problematic. We believe that investing in the above phased approach for upgrading the Boardroom will provide the best long and short term solution for providing modern AV conferencing capabilities such as event recording, live streaming and remote collaboration.

Respectfully Submitted

“Christy Malden”



July 17, 2020

Ref: 256068

Dear Mayors, Regional District Chairs and Chief Administrative Officers:

Re: COVID-19 Related Measures Act (Bill 19)

We are writing to advise you that the above-captioned Bill was introduced by the Attorney General in the Legislative Assembly on June 22, 2020, and received Royal Assent on July 8, 2020.

The Act will ensure that the Province has a smooth transition to manage the effects of the COVID-19 pandemic beyond the end of the provincial state of emergency and to support BC's Restart Plan. This includes ensuring continuity for authorities provided by Ministerial Orders that allow local governments to continue to conduct their business in accordance with orders and guidance of the Provincial Health Officer.

The Act does the following:

1. Enacts Ministerial Orders made under the Emergency Program Act (EPA) in response to the COVID-19 pandemic and allows them to be extended beyond the end of the provincial state of emergency for 45 days or 90 days after the Act comes into force on July 10, 2020;
2. Establishes authority for the Lieutenant Governor in Council (LGIC) to make regulations to provide for a different expiry date for the Ministerial Orders, either immediately, at the end of the provincial state of emergency, or for a longer duration up to one year after the Act is brought into force. Ministerial Orders may only be extended if the LGIC is satisfied it is necessary to respond to or alleviate the effects of the COVID-19 pandemic;
3. Establishes authority for the LGIC to make regulations that provide protection from civil liability for COVID-19-related damages in circumstances to be defined by regulation;
4. Amends the EPA to provide clarity that the list of the Minister's powers under Section 10(1) is not exhaustive;
5. Amends the EPA to provide a limited authority for the LGIC to temporarily suspend or modify the application of provisions of enactments by regulation during a provincial state of emergency; and

.../2

6. Requires the Attorney General and Solicitor General, respectively, to provide a report to the Speaker of the Legislative Assembly on regulations made under the COVID-19 Related Measures Act and regulations or Ministerial Orders made under the EPA, within five days of them being made.

Nothing in the Act affects Orders or guidance issued by the Provincial Health Officer.

The intent is that all Ministerial Orders impacting local governments will initially be extended for 90 days. During that time, those Orders will be reviewed to determine whether they should be extended for an additional period, up to one year after the proposed Act comes into force.

It is expected that MO192, the Local Government Meetings and Bylaw Process Order No.3, will be continued for some months to come to ensure local governments have the appropriate authorities to govern their communities while ensuring continued compliance with Provincial Health Officer orders and guidance. MO159, the Local Government Finance Order, is also expected to be continued for some months to provide local governments with needed continuity for the financial measures that have been put in place during the emergency.

MO82, the Bylaw Enforcement Officer Order, will be reviewed in conjunction with the Office of the Provincial Health Officer and the Ministry of Health to determine whether it should continue beyond the 90-day extension. MO84, the Local Authorities and Essential Goods and Supplies Order, will be reviewed by Emergency Management BC to determine which provisions should be extended for a further period (for example, the requirement that local authorities seek approval of the Minister of Public Safety and Solicitor General before declaring a state of local emergency in relation to the COVID-19 pandemic), and which could be terminated (for example, the setting aside of earlier declarations of states of local emergency). We will keep you apprised as those reviews are done. Additional information is available in the online news release at: <https://news.gov.bc.ca/releases/2020AG0043-001126>

This is an unprecedented situation, and we want to recognize the extraordinary efforts of you and your staff in supporting British Columbia's all-of-society approach to managing the COVID-19 pandemic.

Sincerely,



Mike Farnworth
Minister of Public Safety
and Solicitor General



Selina Robinson
Minister of Municipal Affairs
and Housing

pc: Silas Brownsey, Acting Deputy Minister, Ministry of Municipal Affairs and Housing
Lori Halls, Deputy Minister, Emergency Management BC
Ministry of Public Safety and Solicitor General
Her Worship Mayor Maja Tait, President, Union of BC Municipalities
Gary MacIsaac, Executive Director, Union of BC Municipalities

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: Okanagan Kootenay Sterile Insect Release Program – For Information Only

Purpose:

The Okanagan Kootenay Sterile Insect Release Board of Directors (SIR) is investigating the fairness of the current cost apportionment method for the Service, as well as the degree of consistency between the current method and that which is prescribed in the 1990 OKSIR Regulation. A Working Group has been established to administer the investigation and make a recommendation back to the SIR Board of Directors.

Reference:

OKSIR Governance Manual
OKSIR Working Group Apportionment Options

Background:

The SIR Service was established as an environmentally-responsible, area-wide pest management effort to protect the pome fruit industry in the Okanagan, Similkameen, and Shuswap Valleys from damage caused by the invasive codling moth. The codling moth — or *Cydia pomonella* — was introduced to BC's Southern Interior in the early 1900s. For many decades, fruit growers struggled to contain the moth and the damage it caused. Chemical pesticides of different varieties were used in increasing quantities to slow the insect's spread and minimize crop loss. The moth's ability to build resistance to even the most toxic pesticides, however, limited the effectiveness of chemical-based management strategies.

Concerns over unacceptably high rates of codling moth damage, coupled with a desire to significantly reduce the use of chemical pesticides, prompted fruit growers, local governments, and scientists to search for a new method of codling moth management that was effective, affordable, and environmentally-friendly. They turned to sterile insect technology (SIT). This technology, described as "birth control for insects", uses gamma radiation to sterilize adult male codling moths.

At regular intervals during the growing season, the sterile moths are transported to apple orchards where they are released to mate with wild female codling moths. The females in these pairings are unable to produce the viable offspring necessary to sustain codling moth populations. Significant declines in the total number of wild moths are the result.

LEGISLATIVE FRAMEWORK

The SIR program was established through a 1989 amendment to the Municipal Enabling and Validating Act (MEVA). Section 283 of this statute, together with the 1990 Okanagan-Sterile Insect Release Service enable the program.

MEVA and Regulations

The Municipal Enabling and Validating Act is a legislative tool used by the province to enable local governments to enter into agreements, establish programs, and undertake other initiatives that may be difficult to pursue using the authority of the Local Government Act. Authority under the MEVA for local government actions is provided by way of amendments to the statute, which are developed relatively quickly by the provincial government and passed by the legislature on a regular basis.

These features made the MEVA an attractive and effective vehicle for creating the SIR Program. The amendment to the MEVA related to the SIR Program was outlined in section 283 of the statute in 1989. Section 283 is a brief, two-page entry that gives the authority to the participating regional districts to establish, using separate but consistent establishing bylaws, a sterile insect release program. It also requires the regional districts to establish a separate SIR Board of Directors to provide the service on the regional districts' behalf. The SIR Board is identified in the MEVA as a corporation.

The MEVA authorizes the Lieutenant Governor in Council (i.e., Cabinet) to make regulations to direct governance, finance, and operations of the Program. Three such regulations have been created under this authority:

- > The Okanagan-Sterile Insect Release Service Regulation, issued in 1990, prescribes the methods of cost-recovery and cost-sharing for the Program, and gives explicit authority to the SIR Board and its agents to enter onto property for the purpose of releasing sterile insects and, where necessary, order clean-up efforts to prevent or clear infestation. The regulation also enables the Board to enter into agreements to obtain funding for the service, and to provide compliance grants to property owners.
- Ø Order in Council No. 396, issued in 1992, extends to the SIR Board natural person powers, which serve to enhance the corporate status granted by the MEVA. These provisions, combined with the authorities outlined in the 1990 Regulation, give the Board important powers to set its own budget, take and be subject to legal action, hire employees, enter into legal agreements, and undertake other actions.
- > The 1995 Order in Council No. 1380 was issued to give the SIR Board authority to enter into funding agreements with other levels of government, and with other agencies, and to provide compliance grants (i.e., incentive programs) to property owners and growers.

Establishing Bylaws

Section 283 of the MEVA provided the authority for the SIR Program. Establishment of the Program required action on the part of the participating regional districts, all of whom were empowered by section 283 to create and approve mutually-consistent SIR establishing bylaws.

All four of the existing regional district participants passed concurrent establishing bylaws in 1989. Amendments to the establishing bylaws have been made on a number of occasions since the Program's inception. The most recent amendments, adopted in 2011, introduced changes to the composition and voting structure of the SIR Board.

MANDATE AND SERVICES

The SIR Program exists to control the codling moth populations and the damage they inflict using Sterile Insect Technology. When the Program was first established its mandate was to eradicate

the moths entirely from the Southern Interior by 1999. By the late 1990s, however, it had become clear that this original aim was unrealistic. The size of the Program service area, and the presence of thousands of pome-fruit trees in urban centres throughout the service area, made eradication unfeasible. Accordingly, the Program's mandate shifted to one of control, or suppression, of codling moth populations and the damage they cause below an ambitious but achievable threshold. The threshold today is expressed as **less than 0.2% codling moth damage on at least 90% of all commercial pome fruit across the entire service area**. To fulfill this mandate, Program staff undertake a number of important activities, the total range of which includes:

- > Sterile Insect Production — Each year, SIR produces nearly 400 million sterile codling moths using gamma radiation at the Codling Moth Mass Rearing Facility in Osoyoos. The facility was constructed in the early 1990s with \$7.4 million in federal and provincial government funding, and began production in 1993. The facility is owned and operated by the SIR Program.
- > Delivery and Release — Sterile adult moths are transported in petri dishes contained within cool, temperature-controlled carriers, from the rearing facility to pome fruit orchards. Once at the orchards, the moths are transferred into devices mounted on four-wheel ATVs, then released into the orchards. The moths are released at least once each week during the growing season.
- > Population Monitoring — SIR field staff monitor wild codling moth populations in commercial orchards to identify any "hot spots" of infestation. Data on hot spots are used to determine corrective actions, which may include additional releases of sterile insects, or clean-up efforts by growers using other, complementary pest control measures.
- > Urban Monitoring — Infestations that occur in residential and other urban parts of the service area have the potential to spread to adjacent orchards. To prevent damage to orchards, field staff monitor urban properties with apple and pear host trees within a 200 metre buffer zone of commercial orchards. Where necessary, clean-up efforts up to and including tree removal are taken.
- > Enforcement — Pome fruit growers and owners of urban host trees are responsible for clearing their properties of destructive codling moth pests in order to prevent infestation. SIR staff are authorized under SIR legislation, however, to enter onto property in order to determine compliance and, where necessary, order property owners to take corrective action. Where property owners' efforts are unsatisfactory, Program staff may themselves take corrective action.
- > Education— SIR staff make presentations, produce materials and undertake other efforts to raise awareness of the risks presented by the codling moth, and the importance of the Program. Responsible tree ownership is the goal of education efforts.

SERVICE AREA

The Program is an inter-regional service that extends throughout the entire Okanagan Valley, parts of the Similkameen Valley, and into the Shuswap. The service area covers the most important fruitgrowing areas of BC's Southern Interior, and contains all or portions of four regional districts, including Okanagan-Similkameen, Central Okanagan, North Okanagan, and Columbia Shuswap. The Regional District of Okanagan Similkameen service area is inclusive, except for the Town of Princeton and Electoral Area H.

At the beginning of the Program in 1989, the Regional District of Central Kootenay (RDCK) was involved as a participating regional district alongside the four current regional district participants. In 2007, however, with the unanimous permission of the other participants, and the concurrence of the Ministry of Municipal Affairs, RDCK withdrew from the Program. RDCK's geographic isolation, east

of the Monashee Mountains, meant that the regional district could exit the service without jeopardizing the efficacy of the Program's pest management efforts in the remainder of the service area.

The close proximity of the remaining regional districts to one another, and the absence of any natural features (e.g., mountain ranges) to prevent the movement of wild codling moths across regional district boundaries, make further withdrawal initiatives problematic. Overall control of codling moth populations requires full participation by all areas that are — or that may be — affected by moth infestations.

PROGRAM FUNDING

The total annual cost of the SIR Program in 2018 was close to \$3.7 million. Every year, total costs are recovered from two different groups of Program stakeholders:

- > Commercial Growers — Commercial apple and pear growers pay an annual property parcel tax of \$139.26 for every planted acre (0.4 ha) of orchard.
- > General Taxpayers — General local government taxpayers throughout the SIR Program area pay an annual property value tax toward the cost of the Program. The value tax is based on the value of land only, and does not take into account the value of improvements on the land.

Since 2010, the total annual amount of revenue raised through the value tax has been fixed at \$1.7 million. The SIR Program relied on federal and provincial government financial assistance to offset costs in the Program's earlier years. Federal and provincial government funding ended, however, in 2007.

PROGRAM COST

In the early 2000's, the total annual cost to provide the SIR Program regularly exceeded \$4 million. In these years, spikes in codling moth infestations — particularly in the central and northern parts of the service area — needed to be brought under control with expanded releases of sterile moths, bolstered by the use of other, complementary methods. Clean-up efforts were taken by SIR in 2004, then again as part of a two-year Transitional Clean-Up Plan in 2006 and 2007. Assistance from federal and provincial governments was received to help fund the plan.

At the end of the Transitional Plan, total Program costs were reduced by 25% to about \$3 million per year until 2016. Beginning 2016, total costs began to rise in response to:

- > increased codling moth activity, and a resulting increase in the number of sterile moths released in parts of the service area
- > a one week extension to the moth release period each year, caused by a lengthening in the growing season
- > an investment in succession planning efforts, as set out in the Board's 2015 Strategic Plan
- > the replacement of the gamma cell irradiator at the Mass Rearing Facility in 2016, also as set out in the 2015 Strategic Plan
- > a weakened Canadian currency relative to the US dollar (many production inputs are purchased in US currency)
- > steady annual increases in the total number of hectares under pome fruit production

COST APPORTIONMENT

The Program costs that are recovered from general taxpayers through property taxes are apportioned to the participating regional districts on the basis of the converted value of land in the participating areas for the service that are within each regional district. This method of apportionment is prescribed by the province in section 4(2) of the 1990 OKSIR Regulation.

In April, 2006, the SIR Board hosted a workshop to develop a recommended post-2007 structure. It was recognized at the time that a new structure would be required to operate the Program without the participation of RDCK, one of the founding regional district members. Critical questions related to a range of structural issues, including cost apportionment, were addressed in the workshop. The outcome of the discussions was a recommended post-2007 Program structure that proposed a number of changes, some of which required legislative change at the provincial level to implement.

One proposed change, dealing with the method of cost apportionment, called on the parties to peg the proportion of costs assigned to each regional district on the basis of its participating area's 2006 converted land value. The proposed change, to be clear, did not seek to amend the use of converted land values to determine apportionment; it did, however, seek to fix apportionment on the values that existed in 2006. The proposal represented a compromise among the participating regional districts, developed in response to a request from RDCO to select an entirely new basis for apportionment.

RDCO was experiencing (and has continued to experience) high assessment increases relative to those of the other regional districts. The recommended post-2007 structure was approved by each of the regional districts. The necessary legislative change at the provincial level, however, was never made. Regardless, the regional districts agreed among themselves in 2010 to implement the full post-2007 structure, including the use of 2006 converted land values to determine cost-sharing.

The SIR Working Group looked at four options to address the funding issue.

Alternatives:

1. Status Quo
2. 50/50 Converted Assessment (L&I) and Taxable Acreage
3. 75/25 Converted Assessment (L&I) and Taxable Acreage
4. 75/25 Converted Assessment (Land) and Taxable Acreage

Analysis:

See Attachment - OKSIR Working Group Apportionment Options

Preferred Alternative:

Following discussion on July 17th, the Sterile Insect Release Working Group has selected Option 2 as the fairest option. This being the 75/25 converted assessment (L&I)/taxable acreage split, although it seems the one most disadvantageous to the RDOS.

Rationale:

1. MEVA/ Regulation 17/90 – the property tax requisition shall be apportioned among participating regional districts on the basis of the converted value of land in the participating areas for that service that are within each regional district. It is very unusual to have a service rely strictly on land value. It's much easier to justify using land and improvements. The Working Group will recommend that the SIR Board of Directors approach the province for a MEVA amendment to change the funding formula to include improvements.
2. There is no legal basis for freezing assessment at 2006 values.
3. The proposed change would lock in current service areas to ensure continuity of program
4. While not taken into consideration in this discussion, future product sales are an increasing source of revenue which should reduce requisitions in future.
5. The taxable acreage in the Okanagan Similkameen (3,556.83) (20.8%) is over triple that of North Okanagan 1,121.12) (17.2%), yet the current formula is only 3.6% different. Clearly the beneficiary of the partnership is the south Okanagan-Similkameen.
6. The proposed option would increase the annual RDOS tax on an average property from \$7.74 to \$9.40; or, \$0.41/year.
7. The partnership has proposed a 4-year phase-in.

Follow-up

Once the SIR Board of Directors has had a chance to consider the proposal from the Working Group, representatives from SIR will attend at a Regional District Meeting to present the option and answer questions.



Okanagan Kootenay Sterile Insect Release Program
Working Group on Apportionment
July 17, 2020

APPORTIONMENT OPTIONS

INTRODUCTION

This paper outlines, for discussion with the Working Group, a set of cost-sharing options that the Regional Districts of Okanagan Similkameen (RDOS), Central Okanagan (RDCO), North Okanagan (RDNO), and Columbia Shuswap (CSRD) could use to allocate the SIR Program's value property tax burden.

The options have been developed based on the information and views brought forward by the Working Group members, most recently during interviews in June, 2020, with the SIR Program consultant. During those interviews Working Group members identified preferred cost-sharing factors, highlighted the potential for other program revenues, and set out important principles to guide the apportionment exercise. These principles included:

- > *Partnership* — Working Group members recognize the importance of the inter-regional partnership at the heart of the SIR.
- > *Broad Benefit* — Members recognize that the Program provides broad and significant benefit to all communities,

residents, and ecosystems throughout the service area.

- > *Equity* — Members believe that equity would be strengthened under a formula that reflects each region's relative benefit from the Program. Such a solution will take into account inter-regional differences in pome fruit acreage, in addition to an assessment base factor.
- > *Pragmatism* — Working Group members recognize that the actual dollar amount assigned to each Regional District is important to consider, cost-sharing rationale notwithstanding. Shifts in the tax burden must be pragmatic in order to win support.

OPTIONS

Figure 1 presents three cost-sharing options for discussion with the Working Group (the current approach is included for ease of comparison). The BC Assessment and SIR Program data used to create the options are provided in Attachment I. Figure 2 provides a description of each option, and sets out some of the pros and cons for Working Group members to consider.

**Figure 1
Cost-Sharing Options**

Apportionment Option	RDOS		RDCO		RDNO		CSRD		Total	
	\$	%	\$	%	\$	%	\$	%	\$	%
Current Approach (<i>status quo</i>) Fixed Percentages*	\$355,831	20.8%	\$1,002,487	58.6%	\$294,245	17.2%	\$58,165	3.4%	\$1,710,728	100.0%
1. 50-50 Converted Assess (L+I) Taxable Acreage	\$552,995	32.3%	\$855,331	50.0%	\$262,036	15.3%	\$40,336	2.4%	\$1,710,728	100.0%
2. 75-25 Converted Assess (L+I) Taxable Acreage	\$438,331	25.6%	\$946,688	55.3%	\$269,760	15.8%	\$55,949	3.3%	\$1,710,728	100.0%
3. 75-25 Converted Assess (Land) Taxable Acreage	\$419,491	24.5%	\$998,339	58.4%	\$247,357	14.5%	\$45,541	2.7%	\$1,710,728	100.0%

* Under the Current Approach (*status quo*) costs are allocated in accordance with fixed percentages which are based on 2006 converted assessment (land) values.

**Figure 2
Explanation of the Options**

Option	Description	Pros	Cons
1. 50-50 Converted Assess (L+I) Taxable Acreage	Costs shared on basis of: <ul style="list-style-type: none"> – prior-year converted assessment (land & improvements), as 	<ul style="list-style-type: none"> – Use of full converted assessment base (i.e., land and improvements) takes into account Program's broad benefit to communities and residents, in addition to ecosystems. 	<ul style="list-style-type: none"> – Results in significant shift in tax burden to RDOS. – Does not result in uniform tax rate across service area.

Option	Description	Pros	Cons
	<p>percentage of service area total^{1,2}</p> <ul style="list-style-type: none"> – prior-year taxable acreage, as percentage of service area total <p>The two factors are given equal weight. Thus, 50% of the total allocation is based on converted assessment, and 50% is based on acreage.</p>	<ul style="list-style-type: none"> – Use of full converted assessment base is standard for shared services. – Puts significant weight on acreage, which reflects each region's relative benefit from the service (based on inter-regional differences in pome fruit acreage). – Allocation changes in response to changing property values and acreage levels. 	
2. 75-25 Converted Assess (L+I) Taxable Acreage	<p>Costs shared on basis of:</p> <ul style="list-style-type: none"> – prior-year converted assessment (land & improvements), as percentage of service area total – prior-year taxable acreage, as percentage of service area total <p>Converted assessment given greater weight than acreage. Specifically, 75% of the total allocation is based on converted assessment.</p>	<ul style="list-style-type: none"> – Use of full converted assessment base takes into account Program's broad benefit to communities, residents, and ecosystems. – Use of full converted assessment base is standard for shared services. – Recognizes acreage, which reflects each region's relative benefit from the service. – The greater weight given to assessment reduces the size of the tax shift to RDOS compared to the previous option. – Allocation changes in response to changing property values and acreage levels. 	<ul style="list-style-type: none"> – Shift in tax burden to RDOS is not insignificant. – Does not result in uniform tax rate across service area.
3. 75-25 Conv Assess (Land) Taxable Acreage	<p>Costs shared on basis of:</p> <ul style="list-style-type: none"> – prior-year converted assessment 	<ul style="list-style-type: none"> – Use of converted land base takes into account broad benefit to ecosystems. 	<ul style="list-style-type: none"> – Shift in tax burden to RDOS is not insignificant.

¹ The converted assessment base identified here includes the converted values of land and improvements for all classes of property.

² The timing of BC Assessment's release of the revised assessment rolls relative to the Regional Districts' budget deadlines means that cost-sharing each year must be determined based on the prior year's assessment figures. These figures are the most current. For a similar reason, the prior year's acreage must be used for formulas that incorporate acreage totals.

Option	Description	Pros	Cons
	<p><i>(land only)</i>, as percentage of service area total</p> <ul style="list-style-type: none"> – prior-year taxable acreage, as percentage of service area total <p>Converted assessment (land) is given greater weight than acreage.</p>	<ul style="list-style-type: none"> – Recognizes acreage, which reflects each region's relative benefit from the service. – The weight given to assessment, and the focus on land-only values, further moderate the size of tax burden shift to RDOS. – Allocation changes in response to changing property values and acreage levels. 	<ul style="list-style-type: none"> – Use of land-only converted base does not reflect benefit to communities and residents as much as other options. – Use of land-only may raise equity concerns for RDCO given its disproportionately high proportion of the total converted land base. – Use of land-only may not fairly tax certain properties with relatively low land values, such as condominiums and mobile homes. – Does not result in uniform tax rate across service area.

OBSERVATIONS

Based on the input provided to the consultant during the recent interviews, Option 3 appears to achieve the changes that the Working Group members are seeking. Through its inclusion of taxable acreage, the option reflects each region's relative benefit from the Program. Compared to the alternatives, Option 3 would also result in a more reasonable— though not insignificant — transfer of tax burden to RDOS. This outcome arguably makes the option the most pragmatic of the three alternatives considered.

One potential disadvantage of Option 3 is its use of converted *land* values in place of land and *improvements*. Some Working Group members identified land and improvements as the preferred assessment base given:

- > the widespread use of land and improvements as a basis for cost-sharing other shared services³
- > the belief that land and improvements, compared to *land* only, may better account for the Program's benefit to residents and communities

It is also worth noting that for some stakeholders, a reliance on land values may result in inter-regional equity concerns, particularly for RDCO. RDCO's proportion of the total converted land base is greater than the Region's proportion of the full converted base.

ADDITIONAL POINTS

The transfer of tax burden to RDOS under Option 3 would be

³ Within the four Regional Districts, the SIR Program is the only service that relies on converted land-only as a basis for cost-sharing.

more moderate than the transfers that would occur under the other two options. At close to \$64,000 (Figure 1), however, even the Option 3 transfer would not be insignificant — indeed, it would amount to an 18% increase to RDOS' 2020 value tax requisition. The Working Group may wish to consider the possibility of phasing in any transfer over a period of time (e.g., three years).

It should also be noted that the cost impacts calculated under the different options assume a fixed value tax burden of \$1,710,728. This amount has been fixed for the past ten years but cannot be expected to hold steady in the years ahead. Revenues from product sales are anticipated to mitigate future cost increases; however, these revenues are in the process of being built and not guaranteed.

Finally, the issue of service area was raised by RDCO during the June, 2020. As noted in the *Briefing Note* on the interview findings, each Regional District in the Program determines for itself, in conjunction with its own local jurisdictions, which municipalities and electoral areas, and how much of each, are included in the SIR Program. RDCO has historically taken the view that all local jurisdictions, representing the Regional District's entire land base, should be included. The other three Regional Districts have, in general, chosen instead to limit Program participation to municipalities and electoral areas — or portions of thereof — that had commercial orchards at the Program's inception. These original participating boundaries may no longer track with the areas that are currently agriculturally-viable or are likely to be agriculturally-viable in the future.

In a cost apportionment system based at least in part on annual converted assessment, the amount of territory in each Regional

District that is included in the SIR service area influences the amount that each Regional District pays toward the service.

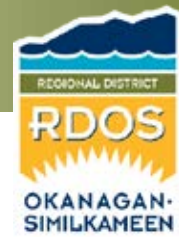
RDCO's Working Group members have made the point that the decision to include the Regional District's entire land base in the Program reflects widespread support for SIR, and recognizes the Program's broad indirect benefit to all residents, communities, and ecosystems. Further discussion by the Working Group on the principle that underlies this approach may be warranted.

ATTACHMENT I

Detailed Data for Apportionment Options

Data	Data Source	RDOS		RDCO		RDNO		CSRD		TOTAL	
		Data	%	Data	%	Data	%	Data	%	Data	%
Converted Land	BC Assess (2020)	980,625,780	17.5%	3,635,817,622	64.7%	813,321,000	14.5%	189,377,637	3.4%	\$ 5,619,142,039	100.0%
Conv. Land & Imp.	BC Assess (2020)	2,218,235,740	18.9%	7,114,153,899	60.7%	1,901,710,324	16.2%	490,246,543	4.2%	\$ 11,724,346,506	100.0%
Taxable Acreage*	SIR Program (2020)	3,556.83	45.7%	3,058.07	39.3%	1,121.12	14.4%	41.82	0.5%	7,777.84	100.0%

* Acreage figures as adjusted in April, 2020.



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Protective Services Committee

Thursday, August 6, 2020
9:45 am

AGENDA

-
- A. **APPROVAL OF AGENDA**
RECOMMENDATION 1
THAT the Agenda for the Protective Services Meeting of August 6, 2020 be adopted.
-
- B. **911 EMERGENCY CALL SYSTEM – For Information Only**
-
- C. **DELEGATION**
1. Superintendent Brian Hunter, RCMP
 2. Corporal Brian Evans, Area Detachment Commander for Keremeos and Oliver
 3. Sergeant Jason Bayda, Area Detachment Commander for Osoyoos
 4. Sergeant Rob Hughes, Area Detachment Commander for Princeton
 - a. Penticton South Okanagan-Similkameen Regional Detachment Quarterly Report
-
- D. **SOUTH OKANAGAN-SIMILKAMEEN SEARCH & RESCUE AGREEMENT – For Information Only**
-
- E. **ADJOURNMENT**

ADMINISTRATIVE REPORT

TO: Protective Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: 9-1-1 Emergency Call System Service - Funding Structure

Purpose:

To provide a financial background of the 9-1-1 Emergency Call System

Reference:

RDOS 2020 Budget

9-1-1 Emergency Telephone Service Bylaw 1095, 1989

Background:

In 1989, the Regional District adopted Bylaw No. 1095/89 to establish and operate a regional 9-1-1 Emergency Telephone service.

After establishment in 1989, the primary 911 service was managed through a contract administered by the Central Okanagan Regional District. The service was originally delivered out of the Kelowna RCMP Dispatch Centre and, most recently, through EComm in Vancouver. There are 9 Regional Districts registered within the CORD program.

From 1990 to 2011, the secondary operations center for fire dispatch was delivered by the Penticton Fire Department. The Fire Dispatch Contract experienced a 28% increase (\$120,000) in 2010, moving to \$547,000. The increase was attributed to a general wage increase, plus a one-time classification increase, for the dispatch staff. On November 4, 2010 the RDOS Board resolved to conduct a review of the secondary operations contract, which was awarded to Planetworks Consulting Corp. The Board adopted the recommendations outlined in the Emergency 9-1-1 Dispatch Service Delivery Review and went out for competition, for a number of reasons, not just money.

The Request for Proposals (RFP) attracted four submissions and the Board awarded a 5-year contract to the Kelowna Fire Department. The savings to RDOS taxpayers over a 5-year period was \$1,789,001 compared to the City of Penticton's proposal. In 2016, the RDOS exercised the option to extend the fire dispatch service contract with the City of Kelowna for an additional 5 years until December 31, 2021, following which the contract will go back out for competition.

Other than the primary Public Safety Answering Point (PSAP) (EComm contract) and the secondary fire dispatch service (Kelowna contract), the remaining portion of the RDOS 911 annual budget includes the Emergency Telecommunication System costs, Emergency Radio Maintenance costs and the administration of the program.

RDOS 2020 911 Budget:

Budget Prior Year Comparison				
GL Account	Changes	Percent Change	2019 Amount	2020 Amount
Revenues				
1-400-1000 - TAX REQUISITION	Decreased	5.77%	988,371	931,366
1-400-1800 - GRANT IN LIEU OF TAXES	Unchanged	0.00%	1,843	1,843
1-400-6000 - TRANSFER FROM RESERVE	New this year		-	125,000
1-400-9990 - PRIOR YEARS SURPLUS	Not used this year		(5,547)	-
Total Revenues		7.47%	984,667	1,058,209
Expenses				
2-400-1400 - ADMINISTRATION CHARGES	Decreased	34.04%	26,936	17,766
2-400-1500 - IS	Not used this year		36,762	-
2-400-2200 - SITE & RADIO MAINTENANCE ANNUAL CONTRACTS	Decreased	49.43%	43,500	22,000
2-400-2230 - UNSCHED SITE & RADIO MAINTENANCE - FIREHALLS	Decreased	68.45%	31,700	10,000
2-400-2231 - UNSCHED SITE & RADIO MAINTENANCE - TOWERS	Unchanged	0.00%	15,000	15,000
2-400-2530 - OP - EQPT RENTAL - TRANSMITTER LEASE & MAINTENANCE	Decreased	30.11%	93,000	65,000
2-400-3611 - CONTRACTS - CENTRAL FIRE DISPATCH	Increased	2.00%	239,020	243,800
2-400-3680 - CONTRACTS - OTHER RD - CORD - CENTRAL DISPATCH	Decreased	4.45%	146,042	139,549
2-400-5500 - CAPITAL EXPENDITURES	New this year		-	125,000
2-400-6050 - INSURANCE - LIABILITY	Increased	11.63%	3,759	4,196
2-400-6200 - LEGAL FEES	Increased	500.00%	500	3,000
2-400-8025 - UHF AND VHF RADIO LICENSES	Decreased	25.00%	20,000	15,000
2-400-8520 - UTILITIES - TELEPHONE	Decreased	40.96%	41,500	24,500
2-400-9010 - DEBT INTEREST	Unchanged	0.00%	47,256	47,256
2-400-9020 - DEBT PRINCIPAL	Unchanged	0.00%	130,864	130,864
2-400-9200 - TRANSFER TO RESERVE CAPITAL	Increased	400.00%	10,000	50,000
2-400-9205 - TRANSFER TO RESERVES RE INTEREST	New this year		-	100
2-400-9290 - TRANSFER TO OPERATING RESERVE	Unchanged	0.00%	25,000	25,000
2-400-9300 - CONTINGENCY	Unchanged	0.00%	12,000	12,000
2-XXXX-1000 - SALARIES & WAGES	Increased	74.97%	61,828	108,178
Total Expenses		7.47%	984,667	1,058,209

911 Budget Breakdown:

Administrative charges		
Service	Internal	Budget
Administrative Charges: <i>Internal via Finance Department</i>		\$17,766
RDOS Salaries & Wages: <i>24/7 response services, contract maintenance, program management, IS (new in 2020), site maintenance.</i>		\$108,178
Legal fees: <i>Increase in 2020 in preparation for 911 tower project and Dispatch contract renewal.</i>		\$3,000
9-1-1 Emergency Call Service Contracts		
Service	Contractor	Budget
Fire Dispatch Services: <i>Kelowna Fire Department</i>	City of Kelowna	\$243,800
Public Safety Answering Point (PSAP): <i>E-comm Vancouver</i>	RDCO	\$139,549
Telecommunications Maintenance contractor: <i>Provides 24/7 response services for primary and secondary systems</i>	DBM Communications Inc.	\$22,000
Radio System Maintenance		
Service	Contractor	Budget
Fire Hall Radio Maintenance: <i>Annual maintenance on fire hall primary 911 systems</i>	DBM Communications Inc.	\$10,000
Radio Tower Maintenance: <i>Annual maintenance on Radio tower systems</i>		\$15,000
Radio System fees		
Service	Contractor	Budget
UHF and VHF Radio Licenses: <i>Annual radio license fees</i>	Transport Canada	\$15,000
Telephone Utilities: <i>Phone lines for interconnect and pager system</i>	Rogers, TELUS, Shaw	\$24,500
Equipment Rental, Transmitter lease & Maintenance	Tower owners: leases	\$65,000
Insurance Liability	MIA	\$4,196
Capital		
Service	Internal	Budget
Debt Interest		\$47,256
Debt Principle		\$130,864
Transfer to Reserve Capital		\$50,000
Transfer to Reserves Re-Interest		\$100
Transfer to Operating Reserve		\$25,000
Capital Expenses: <i>Kaleden Radio Tower Project (Reserves)</i>		\$125,000
Contingency		\$12,000

Respectfully submitted:

"Mark Woods"

M. Woods, Community Services General Manager

RCMP·GRC



ROYAL CANADIAN MOUNTED POLICE • GENDARMERIE ROYALE DU CANADA

**PENTICTON SOUTH OKANAGAN
SIMILKAMEEN
REGIONAL DETACHMENT**

QUARTERLY REPORT

April – June 2020



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Canada

2020/21 Annual Performance Plan Policing Priorities

Penticton:

Crime Reduction (Property Crimes and Drugs)
Traffic - Road Safety
Family and Sexual Violence
Employee Wellness

Princeton:

Crime Reduction (Property Crimes)
Traffic – Road Safety
Youth – Positive interactions with youth
First Nations/Police relations

Osoyoos:

Crime Reduction (Property Crimes)
Traffic – Road Safety
Charge Approvals (Crown/Police Communication)

Keremeos:

Police/Community Relations – Police Visibility
Traffic – Road Safety (Impaired Driving)

Oliver:

Crime Reduction (Property Crimes)
Traffic - Road Safety

Summerland:

Crime Reduction (Property Crimes)
Violence in Relationships
Traffic - Road Safety
Police/Community Relations – Police Visibility



PENTICTON (MUNICIPAL) Q2 2020 STATS

Calls for Service	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Total Calls for Service	4900	4135	-16%	8400	8020	-5%

Violent Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Assault (Common & With Weapon/Cause Bodily Harm)	119	106	-11%	213	209	-2%
Sex Offences	24	18	-25%	42	40	-5%
Uttering Threats	63	58	-8%	112	109	-3%
Domestic Violence (Violent Crime Only)	40	31	-23%	90	75	-17%
Violent Crime - Total	249	226	-9%	453	445	-2%

Property Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Auto Theft	69	29	-58%	116	96	-17%
Bicycle Theft	62	42	-32%	80	60	-25%
Break & Enter - Business	76	43	-43%	145	117	-19%
Break & Enter - Residence	44	35	-20%	72	48	-33%
Break & Enter - Other	37	17	-54%	85	58	-32%
Mischief to Property	442	355	-20%	694	669	-4%
Theft - Other	143	98	-31%	225	205	-9%
Shoplifting	123	56	-54%	243	229	-6%
Theft from Vehicle	224	234	4%	360	446	24%
Fraud	96	83	-14%	158	177	12%
Property Crime - Total	1380	1055	-24%	2290	2217	-3%

Top 10 Calls for Service - Penticton Detachment (Municipal)	
Initial Call Type	# of Calls
Disturbance	334
Theft	307
Unwanted Person	306
Suspicious Person	233
Abandoned 911	224
Suspicious Circumstances	214
Check Wellbeing	208
Traffic Incident	151
Property	142
Alarm	129



OKANAGAN FALLS Q2 2020 STATS

Calls for Service	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Total Calls for Service	140	155	11%	232	294	27%
Violent Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Assault (Common & With Weapon/Cause Bodily Harm)	4	6	50%	9	8	-11%
Sex Offences	0	2	N/C	2	3	50%
Uttering Threats	3	9	200%	7	12	71%
Domestic Violence (Violent Crime Only)	3	0	-100%	5	0	-100%
Violent Crime - Total	11	17	55%	23	25	9%
Property Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Auto Theft	4	2	-50%	7	3	-57%
Bicycle Theft	0	1	N/C	0	1	N/C
Break & Enter - Business	0	0	N/C	0	2	N/C
Break & Enter - Residence	1	2	100%	3	4	33%
Break & Enter - Other	0	0	N/C	1	2	100%
Mischief to Property	9	12	33%	12	23	92%
Theft - Other	6	2	-67%	8	6	-25%
Shoplifting	0	0	N/C	0	0	N/C
Theft from Vehicle	6	7	17%	10	19	90%
Fraud	7	3	-57%	8	4	-50%
Property Crime - Total	37	31	-16%	53	66	25%

Top 10 Calls for Service - Okanagan Falls	
Initial Call Type	# of Calls
Disturbance	16
Check Wellbeing	12
Traffic Incident	12
Abandoned 911	8
Suspicious Person	7
Suspicious Circumstances	7
Theft	7
Assist General Public	6
Breach	6
Threats	5



KALEDEN Q2 2020 STATS

<i>Calls for Service</i>	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Total Calls for Service	32	47	-47%	85	69	-19%
<i>Violent Crime</i>	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Assault (Common & With Weapon/Cause Bodily Harm)	2	1	-50%	4	1	-75%
Sex Offences	0	0	N/C	0	0	N/C
Uttering Threats	1	1	0%	1	1	0%
Domestic Violence (Violent Crime Only)	1	1	0%	1	1	0%
Violent Crime - Total	4	4	0%	6	5	-17%
<i>Property Crime</i>	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Auto Theft	1	1	0%	2	3	50%
Bicycle Theft	0	1	N/C	0	1	N/C
Break & Enter - Business	0	0	N/C	0	0	N/C
Break & Enter - Residence	0	0	N/C	5	0	100%
Break & Enter - Other	1	0	100%	3	0	100%
Mischief to Property	5	0	100%	6	2	-67%
Theft - Other	2	2	0%	4	2	-50%
Shoplifting	0	0	N/C	0	0	N/C
Theft from Vehicle	3	5	67%	6	7	17%
Fraud	0	2	N/C	0	3	N/C
Property Crime - Total	12	11	-8%	27	19	-30%

Top 9 Calls for Service - Naramata	
Initial Call Type	# of Calls
Theft	11
Abandoned 911	5
Property	4
Check Wellbeing	3
Disturbance	3
Fraud	3
Assist General Public	2
Unwanted Person	2
Suspicious Circumstances	2



NARAMATA Q2 2020 STATS

Calls for Service	Q2 2019	Q2 2020	% Change 2019 to 2020		Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020	
Total Calls for Service	44	68		55%	94	138		47%
Violent Crime	Q2 2019	Q2 2020	% Change 2019 to 2020		Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020	
Assault (Common & With Weapon/Cause Bodily Harm)	1	2		100%	1	2		100%
Sex Offences	0	0		N/C	1	1		0%
Uttering Threats	1	1		0%	3	1		-67%
Domestic Violence (Violent Crime Only)	1	0		-100%	1	0		-100%
Violent Crime - Total	2	3		50%	5	4		-20%
Property Crime	Q2 2019	Q2 2020	% Change 2019 to 2020		Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020	
Auto Theft	0	1		N/C	1	3		200%
Bicycle Theft	0	3		N/C	0	3		N/C
Break & Enter - Business	0	0		N/C	0	0		N/C
Break & Enter - Residence	0	0		N/C	1	4		300%
Break & Enter - Other	1	1		0%	2	2		0%
Mischief to Property	2	1		-50%	4	3		-25%
Theft - Other	1	2		100%	2	5		150%
Shoplifting	0	0		N/C	0	0		N/C
Theft from Vehicle	3	2		-33%	4	5		25%
Fraud	1	0		-100%	2	1		-50%
Property Crime - Total	8	10		25%	17	27		59%

Top 10 Calls for Service - Naramata	
Initial Call Type	# of Calls
Abandoned 911	9
Theft	6
Alarm	6
Assist Police/Fire/Ambulance	5
Check Wellbeing	4
Theft of Vehicle	4
Disturbance	3
Assist General Public	3
Bylaw	3
Traffic Incident	3



SUMMERLAND Q2 2020 STATS

Calls for Service	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Total Calls for Service	787	696	-12%	1364	1226	-10%
Violent Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Assault (Common & With Weapon/Cause Bodily Harm)	17	15	-12%	28	34	21%
Sex Offences	2	3	50%	3	7	133%
Uttering Threats	4	9	125%	9	22	144%
Domestic Violence (Violent Crime Only)	8	6	-25%	16	13	-19%
Violent Crime - Total	32	34	6%	55	79	44%
Property Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Auto Theft	18	4	-78%	22	9	-59%
Bicycle Theft	1	2	100%	3	2	-33%
Break & Enter - Business	4	6	50%	10	29	190%
Break & Enter - Residence	6	2	-67%	7	5	-29%
Break & Enter - Other	1	2	100%	3	3	0%
Mischief to Property	41	28	-32%	62	44	-29%
Theft - Other	13	14	8%	23	23	0%
Shoplifting	2	1	-50%	4	4	0%
Theft from Vehicle	22	14	-36%	49	21	-57%
Fraud	10	9	-10%	20	27	35%
Property Crime - Total	120	85	-29%	207	170	-18%

Top 10 Calls for Service - Summerland Detachment	
Initial Call Type	# of Calls
Traffic Incident	92
Abandoned 911	56
Property	46
Assist General Public	40
Alarm	37
Check Wellbeing	36
Theft	33
Disturbance	28
Assist Police/Fire/Ambulance	24
Mischief	22
Suspicious Circumstances	22



KEREMEOS Q2 2020 STATS

Calls for Service	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Total Calls for Service	380	387	2%	710	668	-6%
Violent Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Assault (Common & With Weapon/Cause Bodily Harm)	4	14	250%	15	17	13%
Sex Offences	3	4	33%	5	5	0%
Uttering Threats	5	1	-80%	11	1	-91%
Domestic Violence (Violent Crime Only)	3	7	133%	6	8	33%
Violent Crime - Total	13	21	62%	34	27	-21%
Property Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Auto Theft	5	4	-20%	8	7	-13%
Bicycle Theft	0	3	N/C	0	3	N/C
Break & Enter - Business	0	2	N/C	0	5	N/C
Break & Enter - Residence	3	2	-33%	5	3	-40%
Break & Enter - Other	2	2	0%	2	5	150%
Mischief to Property	11	20	82%	19	29	53%
Theft - Other	16	11	-31%	23	16	-30%
Shoplifting	0	0	N/C	0	0	N/C
Theft from Vehicle	7	17	143%	10	21	110%
Fraud	10	9	-10%	13	11	-15%
Property Crime - Total	57	77	35%	85	109	28%

Top 10 Calls for Service - Keremeos Detachment	
Initial Call Type	# of Calls
Traffic Incident	38
Abandoned 911	25
Theft	25
Property	19
Disturbance	18
Assist General Public	14
Break & Enter	13
Check Wellbeing	13
Mischief	13
Assist Police/Fire/Ambulance	11
MVI	11



PRINCETON Q2 2020 STATS



Calls for Service	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Total Calls for Service	598	527	-12%	1034	950	-8%
Violent Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Assault (Common & With Weapon/Cause Bodily Harm)	7	21	200%	21	36	71%
Sex Offences	3	4	33%	3	10	233%
Uttering Threats	11	12	9%	21	23	10%
Domestic Violence (Violent Crime Only)	4	4	0%	12	12	0%
Violent Crime - Total	26	36	38%	59	75	27%
Property Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Auto Theft	2	3	50%	4	7	75%
Bicycle Theft	0	1	N/C	0	1	N/C
Break & Enter - Business	4	1	-75%	7	2	-71%
Break & Enter - Residence	4	3	-25%	4	6	50%
Break & Enter - Other	3	1	-67%	6	4	-33%
Mischief to Property	19	18	-5%	28	28	0%
Theft - Other	15	12	-20%	24	21	-13%
Shoplifting	7	1	-86%	7	2	-71%
Theft from Vehicle	12	3	-75%	15	4	-73%
Fraud	9	6	-33%	16	15	-6%
Property Crime - Total	77	49	-36%	115	90	-22%











Top 10 Calls for Service - Princeton Detachment























Initial Call Type	# of Calls
Traffic Incident	51
Abandoned 911	46
Disturbance	32
Assist General Public	31
Check Wellbeing	28
Suspicious Circumstances	26
MVI	22
Theft	21
Assist Police/Fire/Ambulance	17
Property	16
Threats	16



OLIVER Q2 2020 STATS

Calls for Service	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Total Calls for Service	1044	786	 -25%	1870	1535	 -18%

Violent Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Assault (Common & With Weapon/Cause Bodily Harm)	35	35	0%	80	88	 10%
Sex Offences	2	3	 50%	5	7	 40%
Uttering Threats	11	9	 -18%	27	15	 -44%
Domestic Violence (Violent Crime Only)	7	9	 29%	16	22	 38%
Violent Crime - Total	59	52	 -12%	143	125	 -13%
Violent Crime - OCC Only	19	18	 -5%	54	54	0%

Property Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Auto Theft	26	12	 -54%	41	25	 -39%
Bicycle Theft	12	0	 -100%	16	0	 -100%
Break & Enter - Business	13	3	 -77%	28	12	 -57%
Break & Enter - Residence	9	1	 -89%	36	12	 -67%
Break & Enter - Other	18	7	 -61%	17	7	 -59%
Mischief to Property	25	45	 80%	50	71	 42%
Theft - Other	30	12	 -60%	46	30	 -35%
Shoplifting	9	6	 -33%	15	18	 20%
Theft from Vehicle	21	12	 -43%	39	32	 -18%
Fraud	9	14	 56%	19	34	 79%
Property Crime - Total	188	116	 -38%	332	261	 -21%

Top 10 Calls for Service - Oliver Detachment	
Initial Call Type	# of Calls
Traffic Incident	68
Assist Police/Fire/Ambulance	63
Alarm	49
Abandoned 911	46
Disturbance	45
Assault	42
Check Wellbeing	32
Assist General Public	30
Theft	30
Mischief	28
Suspicious Circumstances	28



OSOYOOS Q2 2020 STATS

Calls for Service	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Total Calls for Service	662	769	16%	1179	1218	3%
Violent Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Assault (Common & With Weapon/Cause Bodily Harm)	17	19	12%	26	29	12%
Sex Offences	4	6	50%	5	7	40%
Uttering Threats	5	9	80%	9	17	89%
Domestic Violence (Violent Crime Only)	11	6	-45%	14	8	-43%
Violent Crime - Total	29	49	69%	52	75	44%
Property Crime	Q2 2019	Q2 2020	% Change 2019 to 2020	Q2 YTD 2019	Q2 YTD 2020	% Change YTD 2019 to 2020
Auto Theft	12	2	-83%	23	8	-65%
Bicycle Theft	2	0	-100%	3	0	-100%
Break & Enter - Business	6	3	-50%	16	17	6%
Break & Enter - Residence	6	9	50%	14	16	14%
Break & Enter - Other	3	1	-67%	16	8	-50%
Mischief to Property	23	26	13%	39	38	-3%
Theft - Other	19	11	-42%	30	23	-23%
Shoplifting	4	7	75%	4	12	200%
Theft from Vehicle	10	11	10%	19	19	0%
Fraud	8	11	38%	27	23	-15%
Property Crime - Total	97	86	-11%	198	170	-14%

Top 10 Calls for Service - Osoyoos Detachment	
Initial Call Type	# of Calls
Marine Incident	84
Abandoned 911	74
Traffic Incident	47
Property	42
Assist General Public	40
Check Wellbeing	34
Disturbance	27
Suspicious Circumstances	24
Alarm	23
Assist Police/Fire/Ambulance	21
Theft	21



ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: South Okanagan – Similkameen Search and Rescue Agreement

Purpose:

To provide a historical background of the South Okanagan – Similkameen Search and Rescue Financial Contribution Agreement.

Reference:

1. June 18th, 2020 Board resolution: *THAT administration be directed to investigate methods of support and funding levels of other Regional Districts with respect to Search and Rescue programs in their communities*
2. April 19th, 2006 Regional Search And Rescue Financial Contribution Agreement

Background:

During the 2006 RDOS budget process, the Board requested a review of past and current financial contributions made to Search and Rescue (SAR) groups, by individual Electoral Area Directors and area municipalities. The interest was to establish a consistent and equitable funding formula for the 4 SAR Societies within the RDOS.

A series of meetings were held with the 4 SAR groups to develop a financial contribution agreement that matched the past contributions made by individual Board Directors and municipalities. The agreement was also intended to outline a process of collaboration with the 4 SAR groups.

The end result was the establishment of the South Okanagan and Similkameen Search and Rescue (SOSSAR) Committee, which is made up of:

- Keremeos and District Emergency Measures Society
- Oliver / Osoyoos Search and Rescue Society
- Penticton and District Emergency Program Society and;
- Princeton Ground Search and Rescue Society

On April 19th, 2006 the Board endorsed the SOSSAR funding contribution agreement, which for the 2006 budget was \$55,000. The agreement was established as a platform for financial support and was not intended to provide District officials or staff with an operational role within SOSSAR.

For accountability reasons, the agreement included requirements for SOSSAR to meet quarterly to collaborate on:

- Funding allocation
- Joint training opportunities
- Response issues throughout the region and;
- Mutual aid.

As per the agreement, members of SOSSAR have provided the District with an annual report including their individual provisional budgets for the upcoming year, financial statements and minutes for their quarterly meetings. The SOSSAR members determine the financial amounts provided to each SAR group based on response call volume, response services, membership, training, and capital costs.

A few years after the agreement was established, the Regional District participated in a survey to better understand how SAR groups were funded. Of the 14 Regional Districts that responded, 9 were providing funding Regionally, yet none had established a formal contribution agreement that outlined a process similar to the RDOS / SOSSAR agreement.

SOSSAR continues to provide a valuable service to the residents and visitors of the Region, while also meeting their obligations of the agreement.

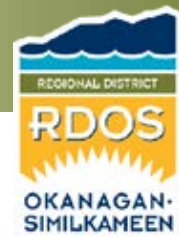
Financial:

Since 2006, the SOSSAR funding allocation has been collected through the Regional Emergency Management budget. From \$55,000 in 2006 to \$65,000 in 2020, the SOSSAR agreement has increased by \$10,000 or 1.3% per annum.

Respectfully submitted:

“Mark Woods”

M. Woods, Community Services General Manager



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Planning and Development Committee

Thursday, August 6, 2020
11:00 am

AGENDA

A. APPROVAL OF AGENDA
RECOMMENDATION 1

THAT the Agenda for the Planning and Development Committee Meeting of August 6, 2020 be adopted.

B. Delegation
Bruce Blackwell, Wildfire DPA Consultant from B.A. Blackwell and Associates Ltd.

C. WILDFIRE HAZARD DEVELOPMENT PERMIT AREA PROJECT – FOR INFORMATION ONLY

D. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Planning & Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: Wildfire Hazard Development Permit Area Project
FOR INFORMATION

Purpose:

The focus of this report and presentation is to provide the RDOS Directors with background information, engagement opportunities, and an outline of the project schedule on the Wildfire Hazard Development Permit Area (DPA) project.

The Wildfire DPA project is intended to help to ensure future housing development in high-hazard areas is done in accordance with FireSmart principles, such that it is resilient to wildfire, thereby reducing risk to public safety and property.

Background:

The RDOS recently completed updates to the Community Wildfire Protection Plan (CWPP) in 2020. Given the elevated wildfire risk within the Regional District and ongoing development in the wildland/urban interface, the RDOS has determined that a Wildfire Hazard DPA is needed to improve the wildfire resiliency of new developments such that human life and safety is better protected.

On June 4, 2020, the Board awarded the Wildfire Hazard DPA project to B.A. Blackwell & Associates, a North Vancouver consulting firm and the authors of a number of DPA legislation. Mr. Bruce Blackwell has provided advisory support and written Wildfire DPA bylaws for several communities including the City of Kelowna, the District of North Vancouver, the District of Maple Ridge, and the Resort Municipality of Whistler.

The first phase of the Wildfire Hazard DPA project is to determine, through a mapping exercise, areas of the Regional District to be included in the DPA. The mapping considers wildfire threat (areas of high hazard identified in the CWPP), the footprint of development in the community (referred to as the buildup area), the footprint of potential future development (private forest land) and the proximity (distance) of current and future development in relation to the wildfire hazard.

Once the mapping phase is completed, Electoral Area A will be the first electoral area where a DPA will be established, as per the RDOS's Corporate Business Plan. In the future, a similar process can be applied to other electoral areas within the Regional District.

Project Schedule

The proposed project schedule is outlined below:

- | | |
|---------------------------------------|----------------|
| 1. Introduction to staff | July 2020 |
| 2. Development of the draft DPA map | August 2020 |
| 3. Introduction to Regional Directors | August 6, 2020 |
| 4. Draft DPA language | August, 2020 |
-

5. Virtual Online Public Meeting	September, 2020
6. Revise Draft DPA document and map	September, 2020
7. Virtual Online Area Planning Commission presentation	October, 2020
8. Finalize DPA document and map	November, 2020
9. Presentation to the Board	November, 2020
10. Final submission of mapping and DPA	November, 2020

Engagement Opportunities

This project provides opportunities for consultation with: 1) the development community (architects, builders and groups like the urban design institute); and 2) more broadly with community stakeholders and citizens through a public open house. Once the draft bylaw is completed it will be presented to the development community and the greater public in a workshop format, to provide for an opportunity to comment and identify any specific concerns related to future development plans.

The focus of the development workshop will be to communicate and educate the building community about the content of the bylaw, outlining the specific measures/requirements and to receive input on any specific issues and concerns that are brought forward. The public open house will be a forum where the DPA area and application process will be outlined to inform the public and communicate the purpose and content of the DPA and to receive public comments and feedback.

Analysis:

With the Electoral Area "A" OCP review currently underway, public engagement has indicated that wildfire risk is a key concern of the community. With potential opportunities for future rural residential growth, Electoral Area "A" is considered by staff to be a suitable candidate for developing and integrating the first Wildfire Hazard DPA. Following this project, the Wildfire Hazard DPA could be adapted and applied to all RDOS Electoral Area OCPs over time.

The DPA will provide guidance for the necessary requirements related to both individual lot and subdivision design and development in consideration of wildfire hazards. The Wildfire Hazard DPA would only apply to new development and/or significant renovations (to be determined in consultation with staff and the Board) to existing properties and structures that fall within the DPA.

The primary elements of the DPA bylaw follow guidelines that are detailed within the *FireSmart* program and National Fire Protection Association Standards 1141 and 1142. The primary focus of these is ensuring that structure(s) are built using accepted materials and methods that limit vulnerability to wildfire, and more specifically to ember showers, and that water infrastructure is adequate for the purpose of firefighting.

Key building-related elements of a DPA include but are not limited to the following:

- Rated roofing (Class A and B);
- Fire-resistive siding;
- Double pane windows;
- Avoiding the placement of hazardous materials such as propane or firewood near buildings (and/or hazardous vegetation).
- Aluminum gutters;
- Screened soffits;
- Enclosed decking;

The other key focus of *FireSmart* is ensuring that there are proper setbacks away from hazardous forest vegetation and that landscaping meets specific guidelines, for example, by limiting vulnerable hedging such as juniper and cedar, and bark mulch and other flammable vegetation that is within 1.5 m from the base of the structure.

Other elements of the DPA would speak to important considerations for Fire Department response including but not limited to the following:

- Location of hydrants;
- Road widths and turnarounds;
- Water pressure available for fire fighting;
- Evacuation and egress.

It is expected that both the development community and the public at large may have interest in, and or questions about the DPA with regard to changes to such things as lot size and requirements of acquiring a building permit, as well as cost implications.

While these are legitimate concerns, most of these requirements can be addressed in the design and application of the DPA process. While there would be changes to how construction is approved, and the process may affect building design and exterior building materials, landscaping, and other aspects of neighborhood planning within the DPA; the majority of these changes should be acceptable within the context of making the community safer during a wildfire event.

Respectfully submitted:

Cory Labrecque

C. Labrecque, Planner II

Endorsed by:



C. Garrish, Planning Manager



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD of DIRECTORS MEETING**

Thursday, August 6, 2020
11:45 am

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the RDOS Board Meeting of August 6, 2020 be adopted.

1. Consent Agenda – Corporate Issues

a. Electoral Area “A” Advisory Planning Commission, Special Meeting - June 22, 2020

THAT the Minutes of the Special Meeting, June 22, 2020 Electoral Area “A” Advisory Planning Commission be received.

That the RDOS reschedule the development of the OCP Review project to add three months to the schedule for the OCP Review, for the final report to be delivered by the end of Q1-2021 (March 2021), to allow for public engagement including public meetings, presentations, residents being informed of engagement opportunities and requesting input from citizens. Preferably this should involve in-person meetings subject to public health guidelines.

b. Electoral Area “C” Advisory Planning Commission – July 7, 2020

THAT the Minutes of the July 7, 2020 Electoral Area “C” Advisory Planning Commission be received.

c. Electoral Area “D” Advisory Planning Commission – July 14, 2020

THAT the Minutes of the July 14, 2020 Electoral Area “D” Advisory Planning Commission be received.

d. Community Services Committee – July 16, 2020

THAT the Minutes of the July 16, 2020 Community Services Committee meeting be received.

e. Environment and Infrastructure Committee – July 16, 2020

THAT the Minutes of the July 16, 2020 Environment and Infrastructure Committee meeting be received.

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

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

f. Planning and Development Committee – July 16, 2020

THAT the Minutes of the July 16, 2020 Planning and Development Committee meeting be received.

g. Protective Services Committee – July 16, 2020

THAT the Minutes of the July 16, 2020 Protective Services Committee meeting be received.

h. RDOS Regular Board Meeting – July 16, 2020

THAT the minutes of the July 16, 2020 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the Consent Agenda – Corporate Issues be adopted.

B. DEVELOPMENT SERVICES – Building Inspection

1. Building Bylaw Infraction at 579 Lawless Creek Road, Electoral Area “H”

RECOMMENDATION 3 (Unweighted Corporate Vote – Simple Majority)

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 District Lot 936, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and No. 2805; and

THAT injunctive action be commenced.

C. DEVELOPMENT SERVICES – Rural Land Use Matters

1. Request to Re-submit a Refused Temporary Use Permit Application – 3829 37th Street, Electoral Area “A”

a. Reapplication Letter

RECOMMENDATION 4 (Weighted Corporate Vote – Simple Majority)

THAT the Board of Directors not vary Section 3.12.1. of the Development Procedures Bylaw No. 2500, 2011, in relation to a proposed re-application of a temporary use permit application for a vacation rental use at 3829 37th Street (Lot 11, Plan 9792, District Lot 41, SDYD).

2. Zoning Bylaw Amendment – 10210 81ST Street, Electoral Area “A”

a. Bylaw No.2451.30, 2020

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

THAT Bylaw No. 2451.30, 2020, Electoral Area “A” Zoning Amendment Bylaw be read a third time.

3. **Agricultural Land Commission Referral (“Non-Farm Use”) 7738 Island Road, Electoral Area “C”**

RECOMMENDATION 6 (Unweighted Rural Vote – Simple Majority)

THAT the RDOS “not authorize” the application to operate a “small trailer/modular repair” for a “non-farm use” at 7738 Island Road (Lot 57, Plan 1729, District Lot 2450S, SDYD, Except (1) Parcel A (DD144161F) and (2) Plans 12996 and 14574) in Electoral Area “C” to proceed to the Agricultural Land Commission.

4. **Agricultural Land Commission Referral (“Non-Adhering Residential Use”) 5317 Sunflower Street, Electoral Area “C”**

RECOMMENDATION 7 (Unweighted Rural Vote – Simple Majority)

THAT the RDOS “not authorize” the application for a “non-adhering residential use” at 5317 Sunflower street (Lot 249 Plan KAP1789, DL 2450, SDYD) in Electoral Area “C” to proceed to the Agricultural Land Commission.

5. **Liquor and Cannabis Regulation Branch Referral, Unit 8A, 5350 Highway 97, Electoral Area “D”**
a. Representations

RECOMMENDATION 8 (Unweighted Rural Vote – Simple Majority)

THAT the RDOS Board of Directors direct staff to forward the following recommendation to the Liquor & Cannabis Regulation Branch (LCRB);

AND THAT in accordance with Section 33(1) of the *Cannabis Control and Licencing Act*, the RDOS Board of Directors recommends support of an application from Sticky Leaf for a proposed non-medical retail cannabis location at Unit 8A, 5350 Highway 97, Okanagan Falls (Lot A, Plan KAP60058, District Lot 2883s, SDYD), for a Non-medical Cannabis Retail Licence with operating hours from 9:00 am to 11:00 pm seven days a week;

AND FURTHER THAT the RDOS Board of Directors comments are as follows:

- i) **The proposed store is located in the General Commercial (C1) and the use is permitted in the C1 zone.**
 - ii) **No significant negative impact on the community is anticipated if the application is approved.**
 - iii) **The Board provided opportunity for residents to provide their views on the licence application. Public notice indicating that the Board would accept written comments on the application until June 5, 2020 was published in the Penticton Western News on May 13, 2020 and May 20, 2020, published on Castanet from May 13 to May 15, 2020, posted on the municipal web site from May 1, 2020, were mailed to owners and tenants within 100 metres of the subject parcel on May 8, 2020. Further, a notification sign was posted on the store front at Unit 8A, 5350 Highway 97 from April 28, 2020 until the Board considered the application on August 6, 2020.**
 - iv) **The views of the residents were considered by the Board and attached to the agenda of August 6, 2020 Regular Board meeting or delivered as late items if correspondence was received after the agenda was published.**
-

6. Petition to Enter Service Areas, 3440, 3498, 3580 & 3690 Arawana Forestry Road, Electoral Area "E" – Street Lighting, Solid Waste Collection and Drop Off

- a. Bylaw No. 1618.02, 2020
- b. Bylaw No. 2896, 2020
- c. Bylaw No. 2190.08, 2020

RECOMMENDATION 9 (Unweighted Corporate – Simple Majority)

THAT Bylaw No. 1618.02, 2020, Naramata Street Lighting Local Service Establishment Amendment Bylaw be denied;

AND THAT Bylaw No. 2896, 2020, Naramata Water System Local Service Establishment Amendment Bylaw be denied;

AND THAT Bylaw No. 2190.08, 2020, Campbell Mountain Landfill Solid Waste Collection and Drop-Off Service Establishment Amendment Bylaw be denied.

7. South Okanagan Regional Growth Strategy Bylaw Review & Update – Contract Award

RECOMMENDATION 10 (Weighted Corporate Vote – Majority)

THAT the Board of Directors award the South Okanagan Regional Growth Strategy Bylaw Review & Update contract to Urban Systems in the amount of \$76,000.

D. PUBLIC WORKS

1. Osoyoos Landfill Diversion

RECOMMENDATION 11 (Weighted Corporate Vote – Majority)

THAT the Regional District waive S. 2.11 of the Fees & Charges Bylaw for the duration of the diversion of mixed waste from the Osoyoos Landfill to the Oliver Landfill to authorize Osoyoos residents and commercial users to pay the same fees and charges as those users within the Oliver Landfill service area, while the Osoyoos landfill has been closed.

E. COMMUNITY SERVICES

1. Provincial Licence of Occupation Application – Loose Bay Campground

a. Loose Bay Context Map

RECOMMENDATION 12 (Weighted Corporate Vote – Majority)

THAT the Regional District apply to the Province of British Columbia to renew Licence of Occupation #345722 containing 3.60 hectares for seasonal farm worker camp purposes, legally described as: Block A, Plan KAP1729, District Lot 2450S, Similkameen Div of Yale Land District;

And, for parts of the unsurveyed Crown land to the east and south of the legal parcel described above, containing 2.0 hectares, more or less.

2. Transit Reserves

RECOMMENDATION 13 (Weighted Corporate Vote –Majority)

THAT the Regional District object to the proposal by BC Transit to use the shared operating reserve fund to mitigate foregone revenue during the COVID-19 health pandemic.

F. FINANCE

1. Electoral Area “B” & “G” Community Works (Gas Tax) Reserve Expenditure Bylaw

a. Bylaw No. 2908

RECOMMENDATION 14 (Weighted Corporate Vote – 2/3 Majority)

THAT Bylaw No.2908, 2020, being a bylaw to withdraw funds from the Electoral Area “B” & “G” Community Works (Gas Tax) Reserve Funds for the contribution of \$70,000 (\$35,000 from each Electoral Area) towards the completion of the Similkameen Rail Trail Project be given first, second, & third reading and adopted.

2. Electoral Area “H” Community Works (Gas Tax) Reserve Expenditure Bylaw

RECOMMENDATION 15 (Weighted Corporate Vote – 2/3 Majority)

THAT Bylaw No. 2909, 2020, being a bylaw to withdraw funds from Electoral Area “H” Community Works (Gas Tax) Reserve Fund Expenditure Bylaw for the contribution of \$10,000 towards Tulameen Rink improvements be given first, second, & third reading and adopted.

3. 2019 Statement of Financial Information

a. 2019 SOFI Report

RECOMMENDATION 16 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors approve the Regional District of Okanagan-Similkameen Statement of Financial Information for the year ended December 31, 2019 pursuant to the *Financial Information Act* Financial Information Regulation Schedule 1, subsection 9(2).

G. LEGISLATIVE SERVICES

1. **Bylaw Notice Enforcement Bylaw No. 2507, 2010**
 - a. **Bylaw No. 2507.13, 2020**
 - b. **Bylaw No. 2507, 2010 (Consolidated)**

RECOMMENDATION 17 (Unweighted Corporate Vote – 2/3 Majority)

1. **THAT Bylaw No. 2507.13, 2020 Bylaw Notice Enforcement Amendment Bylaw be read a first, second and third time and be adopted.**

2. **The following classes of persons be appointed as Screening Officers for the Regional District of Okanagan-Similkameen:**
 - **Manager of Building and Enforcement Services**
 - **Manager of Legislative Services**
 - **Manager of Planning Services**
 - **Legislative Services Coordinator**

2. UBCM Meetings

- a. UBCM Meeting Request – Creek and Streams

RECOMMENDATION 18 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors request a meeting with the Minister of Forest, Lands, Natural Resource Operations and Rural Development at the 2020 UBCM Convention to discuss permitting in creeks and streams.

3. Corporate Services Committee Minutes – July 16, 2020

This item was approved at the July 16, 2020 Corporate Services Committee meeting and now been revised to include the addition of washroom construction in Okanagan Falls Christie Memorial Park.

RECOMMENDATION 19 (Unweighted Corporate Vote – Simple Majority)

THAT the Minutes of the July 16, 2020 Corporate Services Committee meeting be received.

THAT the following projects be submitted under the CCR Program:

- Kaleden Hotel Park Building Upgrade
- Washrooms at Christie Memorial Park (added after Corporate Services Meeting)
- Sections of the KVR and VVE Rail Trail
 - Okanagan River Channel – Road 22 to McAlpine Bridge
 - Kaleden Hotel Park to Pioneer Park
 - Little Tunnel to Chute Lake
 - VVE Trail/ Becks Road to Red Bridge

That the following projects be submitted under the RNC Program:

- Okanagan Falls WWTP Solids Dewatering Facility
 - Naramata Water System Infrastructure Upgrade
-

H. CAO REPORTS**1. Verbal Update**

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

2. Directors Motions**Notice of Motion – Chair Kozakevich**

THAT staff bring forward recommendations to imbed anti-discrimination wording and concepts in current RDOS Board policies or develop new policy for Board consideration.

3. Board Members Verbal Update

J. CLOSED SESSION**RECOMMENDATION 20** (Unweighted Corporate Vote – Simple Majority)

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

K. ITEMS COMING OUT OF CLOSED SESSION

L. ADJOURNMENT



Minutes

Electoral Area 'A' Advisory Planning Commission

Meeting of Monday, June 22, 2020

By ZOOM – virtual meeting

Present:

Members: Peter Beckett (Chair), Mark McKenney (Vice-chair), Grant Montgomery, Manfred Freese, Bill Plaskett

Absent: Director Pendergraft, Gerry Hesketh

Staff: Christopher Garrish, Planning Manager

Recording Secretary: Mark McKenney

Delegates: EcoPlan consultants: John Ingram (Project Manager), Graham Farstad, Evelyn Riechert

1. CALL TO ORDER

The meeting was called to order at 7:20 p.m. due to Zoom connection issues

ADOPTION OF AGENDA

The agenda circulated by RDOS was amended to add:

- Review of engagement consultations that have occurred
- Request from Anarchist Mountain residents for a public meeting

MOTION

It was Moved and Seconded that the amended Agenda be adopted.

CARRIED (UNANIMOUSLY)

2. DELEGATIONS

2.1 Delegation:

Consultants from EcoPlan introduced themselves.

Discussion.

No motion was made regarding items 2 or 2.1 (introductions only)

3. OTHER

3 There being no other business, beyond Item 4. Below, no motion was made

4. REVIEW OCP PROJECT

4.1 Review Draft Electoral “A” OCP Bylaw

Mr. Ingram led discussions for EcoPlan consultants. He started off by informing APC that a Draft of the OCP was not ready to share with the APC. It will be “a few more weeks”. Mr. Garrish indicated that when it is available it will be shared with the APC.

Mr. McKenney pointed out that several residents of Anarchist Mountain, within Area A, had joined the call as public observers and that there is a keen interest in the development of the OCP. More discussion on that later.

EcoPlan provided a general outline of their OCP development to date. This included demographic data collection, a summary of some issues they have flagged (drought, climate change, aging population, ecological issues, growth strategies,). This presentation was essential the same as that presented to APC in Jan or Feb 2020. No new information was presented.

Ecoplan presented the schedule of the project as represented below.



This prompted a statement from Chairman Beckett, that in the opinion of the ACP the Phase 2 (Visioning, Issues & Ideas) has not been accomplished, and the public has not been adequately consulted on the development of this OCP revision. APC members unanimously agreed that the project has not accomplished the Visioning, Issues & Ideas stage. APC agreed with the consultants, and Mr. Garrish, that the Covid pandemic emergency is the cause to disrupting public engagement, however this engagement phase cannot be ignored or removed from the project plan.

Ecoplan indicated that approximately 100 “response cards” and 46 email comments from the public have been received. They also confirmed that no public meetings have been organized or convened. Ecoplan agreed to provide the APC, through Mr. Beckett, an analysis of where within Area A the comments have been received, and what a summary of what those comments were*.

APC members continued to insist that the “process” of public consultation and engagement is as important as the OCP product document and eventual bylaw. APC advised to find a way to make this happen.

Members of the APC also advised RDOS and the consultants that there are serious local issues within Area A that have residents concerned. These include that Environmentally Sensitive Permit bylaw and its restrictions of property owners to work on their private properties without an QEP study in order to get a building permit. APC asked what evidence RDOS has of eco sensitive assets on Anarchist Mtn and other parts of Area A; and to explain how the “pink zone” was established. Mr. Garrish indicated this is a separate issue from the development of the OCP, leading to Mr. McKenney indicating that the “pink zone” issue must be dealt with, in a cooperative manner with rate payers. No commitment from RDOS was forthcoming.

It was pointed out that the wildfire risk is a primary hazard in the south RDOS area (Area A). APC members indicated that the OCP must present findings and recommendations of how that risk is mapped and risk is being planned for. A comment was made that the “pink zone” requirements currently prohibit Fire Smart activities beyond 10M of the principle structure on an Area A property. This is counterproductive to property owners taking responsibility for mitigating fire risk on their properties and within community interface fire zones.

Mr. Beckett asked if and how the Osoyoos Indian Band has been engaged. Mr. Ingram indicated that OIB had been consulted, and Ecoplan / RDOS agreed to provide the APC with details of those engagements. As previously suggested by APC in our Jan/ Feb meeting with Ecoplan, it was confirmed that no engagement with the Sikh community, or with the Rural Rate Payers Association has occurred.

OCP members suggested that the OCP project should reschedule its deliverables. The lack of open public engagement is the main concern of the APC. APC acknowledges that until now the Covid emergency has made public engagement difficult, however, as we move into phase 3 of recovery, we must conduct strategies for wider public input. APC pointed out that their comments do not represent the general public. For that RDOS is advised to restructure the schedule, offering engagement opportunities for the general public to gain acceptance of the process and the revised OCP in Area A.

*An analysis of the geographic distribution of the 92 residents who replied to the survey indicates that 79 live on Anarchist, 1 near Kilpoola, 1 south of Osoyoos on the western side of the lake, one on the northwest side of the lake and 6 close to the border. Five indicated they “don’t live in area A”. This is not representative of Area A as a whole.

MOTION

On a Motion made and, Seconded :

That the RDOS reschedule the development of the OCP Review project to add three months to the schedule for the OCP Review, for the final report to be delivered by the end of Q1-2021 (March 2021), to allow for public engagement including public meetings, presentations, residents being informed of engagement opportunities and requesting input from citizens. Preferably this should involve in-person meetings subject to public health guidelines.

Additionally, a meeting with Anarchist Mountain residents is requested.

Discussion: No further discussion by APC members was offered.

CARRIED: UNANIMOUSLY

4.2 Election of Chair, Vice Chair & Secretary - deferred

5. APPROVAL OF PREVIOUS MEETING MINUTES

MOTION

It was Moved and Seconded by the APC that the Minutes of January 20, 2020 be approved.

CARRIED (UNANIMOUSLY)

6. ADJOURNMENT

4.1 MOTION

It was Moved and Seconded that the meeting be adjourned at 8:40 pm.

CARRIED (UNANIMOUSLY)

P. Beckett

Advisory Planning Commission Chair



Advisory Planning Commission Recording Secretary / minute taker



Minutes

Electoral Area 'C' Advisory Planning Commission

Meeting of Tuesday, July 7, 2020

Oliver Community Centre

Present:

Members: Sara Bunge – Chair, Jessica Murphy, Ed Machial, Beantjit Chahal, Louise Conant

Absent: Dave Janzen, Jack Bennest

Staff: JoAnn Peachey, Rushi Gadoya, Rick Knodel (Regional Director)

Recording Secretary: Absent

Delegates: Dean Keller, Derek Welch

1. CALL TO ORDER

The meeting was called to order at 7:03 p.m.

ADOPTION OF AGENDA

MOTION

It was Moved and Seconded that the Agenda be adopted.

CARRIED (UNANIMOUSLY)

2. DEVELOPMENT APPLICATIONS

2.1 None

3. REFERRALS

3.1 Referral Application C05310.000 (C2020.004-ALC) – Agricultural Land Commission Referral

Delegate Dean Keller present.

Discussion.

MOTION

It was Moved and Seconded that the APC recommends that: The RDOS “authorize” the application to operate “small trailer/modular repair” for a “non-farm use” at 7738 Island Road (Lot 57, Plan 1729, District Lot 2450S, SDYD, Except (1) Parcel A (DD144161F) and (2)

Plans 12996 and 14574) in Electoral Area “C” to proceed to the Agricultural Land Commission; with the intent that the property be managed with a Temporary Use Permit.

CARRIED (UNANIMOUSLY)

3.2 C2020.001-CROWN – Crown Land Referral Application

Delegate Derek Welch present.

Discussion.

MOTION

It was moved and seconded that the APC recommends to the RDOS that the proposed road construction is supported.

CARRIED

4. ADJOURNMENT

4.1 MOTION

It was Moved and Seconded that the meeting be adjourned at 8:05 pm.

CARRIED (UNANIMOUSLY)

Advisory Planning Commission Chair & minute taker

Minutes

Electoral Area “D” Advisory Planning Commission

Meeting of Tuesday, July 14, 2020

Okanagan Falls Seniors Centre

1128 Willow Street, Okanagan Falls, BC

Present: Ron Obirek, Director, Electoral Area “D”
Members: Doug Lychak, Chair, Kurtis Hiebert, Vice-Chair, Almira Nunes, Jerry Stewart, Norm Gaumont, Kelvin Hall, Alf Hartviksen, Jill Adamson, Alf Hartviksen, Bob Pearce
Absent: Don Allbright, Navid Chaudry, Malcolm Paterson
Staff: JoAnn Peachey, RDOS Planner 1
Rushi Gadoya – RDOS Planning Technician
Debbie Morrow & Sue Gibbons, Recording Secretary

Delegates: Middlebrook, Julia Abigail

1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MOTION

It was Moved and Seconded that the Agenda be adopted.

CARRIED

3. APPROVAL OF PREVIOUS MEETING MINUTES

MOTION

It was Moved and Seconded by the APC that the Minutes of February 11, 2020 be approved.

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

CARRIED

4. OTHER

- 4.1** D00890.010 (D2019.014-LCRB) – Liquor and Cannabis Regulation Branch (LCRB) Application
Delegates: Middlebrook, Julia Abigail

Discussion

MOTION

It was Moved and Seconded that the APC recommends to the RDOS Board of Directors that the subject development application be approved with the following conditions:

- i) Additional public consultation in the form of a public hearing be scheduled*

DEFEATED

MOTION

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

CARRIED

5. ADJOURNMENT

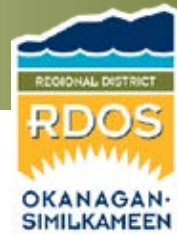
MOTION

It was Moved and Seconded that the meeting be adjourned at 8:07 pm.

CARRIED

Advisory Planning Commission Chair

Advisory Planning Commission Recording Secretary



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Community Services Committee

Thursday, July 16, 2020
10:04 am

MINUTES

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director J. Kimberley, City of Penticton	Director R. Knodel, Electoral Area "C"
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STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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A. APPROVAL OF AGENDA

RECOMMENDATION 1

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

THAT the Agenda for the Community Services Meeting of July 16, 2020 be adopted. - **CARRIED**

B. ACTIVITY REPORT – For Information Only

1. Q2 Activity Report

The Committee was advised of the activities of the second quarter and the planned activities for the third quarter of 2020.

C. ADJOURNMENT

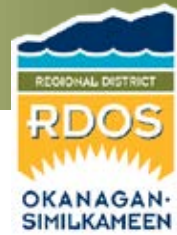
By consensus, the Community Services Committee meeting adjourned at 10:20 am.

APPROVED:

CERTIFIED CORRECT:

R. Gettens
Community Services Committee Vice Chair

B. Newell
Chief Administrative Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Corporate Services Committee

Thursday, July 16, 2020
12:20 pm

MINUTES

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director J. Kimberley, City of Penticton	Director R. Knodel, Electoral Area "C"
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STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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A. APPROVAL OF AGENDA

RECOMMENDATION 1

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

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

B. CORPORATE ACTION PLAN – For Information Only

1. Q2 Report

The Committee reviewed the Corporate Action Plan.

C. ACTIVITY REPORT – For Information Only

1. Q2 Report

2. Q2 Communications Report

The Committee was advised of the activities of the second quarter and the planned activities for the third quarter of 2020.

D. MANAGEMENT DISCUSSION & ANALYSIS REPORT – For Information Only

1. Q2 Report

The Committee reviewed the financial position of the organization.

E. 2020 Stimulus Program

1. Stimulus Projects Report

2. Stimulus Projects List

RECOMMENDATION 2**It was MOVED and SECONDED**

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

- Kaleden Hotel Park Building Upgrade
- Sections of the KVR and VVE Rail Trail
 - Okanagan River Channel – Road 22 to McAlpine Bridge
 - Kaleden Hotel Park to Pioneer Park
 - Little Tunnel to Chute Lake
 - VVE Trail/ Becks Road to Red Bridge

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

- Okanagan Falls WWTP Solids Dewatering Facility
- Naramata Water System Infrastructure Upgrade

CARRIED

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

1. Discussion Document

The Committee discussed the challenges of holding a meeting that can accommodate physical distancing, public attendance and video conferencing.

G. ADJOURNMENT

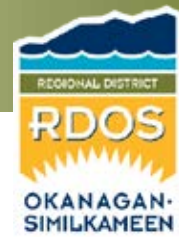
By consensus, the Corporate Services Committee meeting adjourned at 1:34 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Environment and Infrastructure Committee

Thursday, July 16, 2020
10:56 a.m.

MINUTES

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director J. Kimberley, City of Penticton	Director R. Knodel, Electoral Area "C"
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STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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Due to technical issues, the meeting was chaired by Vice Chair Gettens.

A. APPROVAL OF AGENDA

RECOMMENDATION 1

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

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

B. DELEGATION

Erick Lachmuth, Acting District Transportation Manager, Ministry of Transportation
Mr. Lachmuth discussed local transportation issues with the Committee.

C. ACTIVITY REPORT – For Information Only

1. Q2 Activity Report

The Committee was advised of the activities of the second quarter and the planned activities for the third quarter of 2020.

- D. **SOUTH OKANANAGAN CONSERVATION FUND UPDATE**
DELEGATION - Bryn White, Program Manager, South Okanagan Similkameen Conservation Program

RECOMMENDATION 2

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

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

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

CARRIED

- E. **CLOSED SESSION**

RECOMMENDATION 3

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

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

The meeting was closed to the public at 11:31 a.m.

The meeting was opened to the public at 12:06 p.m.

- F. **ADJOURNMENT**

By consensus, the Environment and Infrastructure Committee meeting adjourned at 12:06 p.m.

APPROVED:

CERTIFIED CORRECT:

R. Gettens
Committee Vice Chair

B. Newell
Chief Administrative Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Planning and Development Committee

Thursday, July 16, 2020
10:22 a.m.

MINUTES

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director J. Kimberley, City of Penticton	Vice Chair R. Knodel, Electoral Area "C"
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STAFF PRESENT:

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

A. APPROVAL OF AGENDA

RECOMMENDATION 1

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

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

B. Delegation

1. Gary Sawkins, 3West Building Energy Consultants
Mr. Sawkins addressed the Committee regarding the Step Code.
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C. ACTIVITY REPORT – For Information Only

1. Q2 Activity Report

The Committee was advised of the activities of the second quarter and the planned activities for the third quarter of 2020.

D. ADJOURNMENT

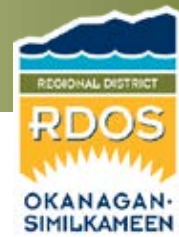
By consensus, the Planning and Development Committee meeting adjourned at 10:55 a.m.

APPROVED:

CERTIFIED CORRECT:

M. Pendergraft
Committee Chair

B. Newell
Chief Administrative Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Protective Services Committee

Thursday, July 16, 2020

9:15 am

MINUTES

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director J. Kimberley, City of Penticton	Director R. Knodel, Electoral Area "C"
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STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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A. APPROVAL OF AGENDA

RECOMMENDATION 1

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

THAT the Agenda for the Protective Services Meeting of July 16, 2020 be adopted. - **CARRIED**

B. FIRE DISPATCH CONTRACT – For Information Only

1. [Backgrounder](#)

2. Presentation by Kelowna Fire

Sandra Follack, Kelowna Deputy Fire Chief addressed the Committee regarding the Fire Dispatch Contract.

C. ACTIVITY REPORT – For Information Only

1. Q2 Report

The Committee was advised of the activities of the second quarter and the planned activities for the third quarter of 2020

D. REGIONAL EMERGENCY MANAGEMENT PROGRAM – For Information Only

1. Verbal Report from July 15, 2020 Workshop

E. ADJOURNMENT

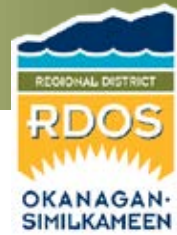
By consensus, the Protective Services Committee meeting adjourned at 9:57 a.m.

APPROVED:

CERTIFIED CORRECT:

D. Holmes
Committee Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Minutes of the Regular Board Meeting of the Regional District of Okanagan-Similkameen (RDOS) Board of Directors held at 2:15 p.m. on Thursday, July 16, 2020 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Director J. Kimberley, City of Penticton	Director R. Knodel, Electoral Area "C"
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STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

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

1. Consent Agenda – Corporate Issues

- a. Special Corporate Services Committee - November 15, 2019
That the Minutes of the November 15, 2019 Special Corporate Services Committee be received.
- b. Special Corporate Services Committee - November 28, 2019
That the Minutes of the November 28, 2019 Special Corporate Services Committee be received.
- c. Special Corporate Services Committee - December 13, 2019
That the Minutes of the December 13, 2019 Special Corporate Services Committee be received.
- d. Protective Services Committee – July 2, 2020
THAT the Minutes of the July 2, 2020 Protective Services Committee meeting be received.
- e. Corporate Services Committee – July 2, 2020
THAT the Minutes of the July 2, 2020 Corporate Services Committee meeting be received.

- f. RDOS Regular Board Meeting – July 2, 2020
THAT the minutes of the July 2, 2020 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

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

2. **Consent Agenda – Development Services**

- a. Development Variance Permit Application – 187 Horsetail Road, Electoral Area “C”

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

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

IT WAS MOVED AND SECONDED

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

B. **DEVELOPMENT SERVICES – Rural Land Use Matters**

1. **Letters of Concurrence (Rogers) – 36030 107th Street (6450 Spartan Street), Electoral Area “C”**

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

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

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

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

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

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

CARRIED

3. **Zoning Bylaw Amendment – 8025 Princeton-Summerland Road, Electoral Area “F”**
 - a. Bylaw No. 2461.14, 2020
 - b. Representations

RECOMMENDATION 6 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

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

CARRIED

C. COMMUNITY SERVICES

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

RECOMMENDATION 7 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

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

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

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

CARRIED

2. **Provincial License of Occupation Application – Okanagan River Channel Electoral Areas “A”, “C” and Oliver**

RECOMMENDATION 8 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

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

CARRIED

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

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

RECOMMENDATION 9 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

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

5. FortisBC Climate Action Partners Program

RECOMMENDATION 10 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

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

D. LEGISLATIVE SERVICES

1. UBCM Meetings

RECOMMENDATION 11 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors approve the recommended Minister meeting requests for the 2020 UBCM Convention. - **CARRIED**

E. CAO REPORTS

1. Verbal Update

F. OTHER BUSINESS

1. Chair's Report

2. Board Representation

- a. BC Grape Growers Association and Starling Control – *Bush, Monteith (Alternate)*
 - b. Municipal Finance Authority – *Kozakevich (Chair), Holmes (Vice Chair, Alternate)*
 - c. Municipal Insurance Association – *Kozakevich (Chair), Holmes (Vice Chair, Alternate)*
 - d. Okanagan Basin Water Board - *McKortoff, Boot, Knodel, Pendergraft (Alternate to McKortoff), Holmes (Alternate to Boot), Monteith (Alternate to Knodel)*
 1. Okanagan Basin Water Board Monthly Report - July
 - e. Okanagan Film Commission – *Gettens, Holmes (Alternate)*
 1. Hollywood Monthly Newsletter
 - f. Okanagan Regional Library – *Kozakevich, Roberts (Alternate)*
 - g. Okanagan-Kootenay Sterile Insect Release Board – *Bush, Knodel (Alternate)*
 - h. South Okanagan Similkameen Fire Chief Association – *Pendergraft, Knodel, Monteith, Obirek, Roberts*
 - i. South Okanagan Similkameen Rural Healthcare Community Coalition (formerly Developing Sustainable Rural Practice Communities) – *McKortoff, Bauer (Alternate)*
 - j. Southern Interior Municipal Employers Association – *Knodel, Kozakevich (Alternate)*
-

3. Board Members Verbal Update

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

RECOMMENDATION 12 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

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

The meeting was closed to the public at 3:08 p.m.

The meeting was opened to the public at 3:16 p.m.

H. ADJOURNMENT

By consensus, the meeting adjourned at 3:16 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: Building Bylaw Infractions
Folio: H-00827.000 District Lot: 936 YDYD
PID: 009-466-801
Civic Address: 579 LAWLESS CK RD (Garrison & McCrae)

Administrative Recommendation:

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 District Lot 936, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaws No. 2333 and No. 2805; and

THAT injunctive action be commenced.

Reference:

Regional District of Okanagan-Similkameen Building Bylaws No.2333 and No.2805.

Background:

The Contravention of Building Regulations Reports dated March 19, 2019 from the Building Official indicates that a Stop Work Order was placed on four dwellings and an RV shelter being constructed on this property in November of 2015.

A letter was sent to all owners, requesting applications for building permits for all structures and explaining the requirements. A meeting was held with a representative of the owners to go over the requirements and building permit application packages were given to him.

In December 2015, incomplete applications for all structures were received. Further correspondence with the owners resulted in the receipt of required information and building permits being issued for two of the dwellings and the RV shelter. Information was required for the two unpermitted structures and despite correspondence, the applications remained incomplete.

Background con't:

New regulations from the Agricultural Land Commission (ALC) about multiple residences on land in the ALR means that they must first approve these dwellings before the RDOS can continue with both of these outstanding applications. In March 2019, a letter was sent to all owners stating that given the length of time since the incomplete applications were submitted and the new requirements from the ALC, we requested two new complete applications for permits for these two dwellings.

In addition to approval from the ALC, both of these structures would require Record of Sewerage, New Home Registration approval from BC Housing and, in the case of the McCrae dwelling, a structural engineer's professional assurance.

In February of 2020, the ALC refused a request for the Garrison dwelling as it exceeds the number of allowed dwelling units on the property. In order to close the enforcement files, permission from the ALC is required before building permits for each structure could be issued and a successful Final Inspections completed. Alternately, the buildings must be either decommissioned per RDOS Policy or demolished with demolition permits.

These Building Bylaw infractions are considered to be Category 3.

A map showing the location of this property and photos of the infraction are attached.

Analysis:

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

Category 1 (Minor Deficiencies) – Place notice of deficiencies on folio file.

Category 2 (Major Deficiencies) – Place Section 302 Notice on title.

Category 3 (Health & Safety Deficiencies/Building without Permit) – Place Section 302 Notice on title and seek compliance through injunctive action.

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Section 302 Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

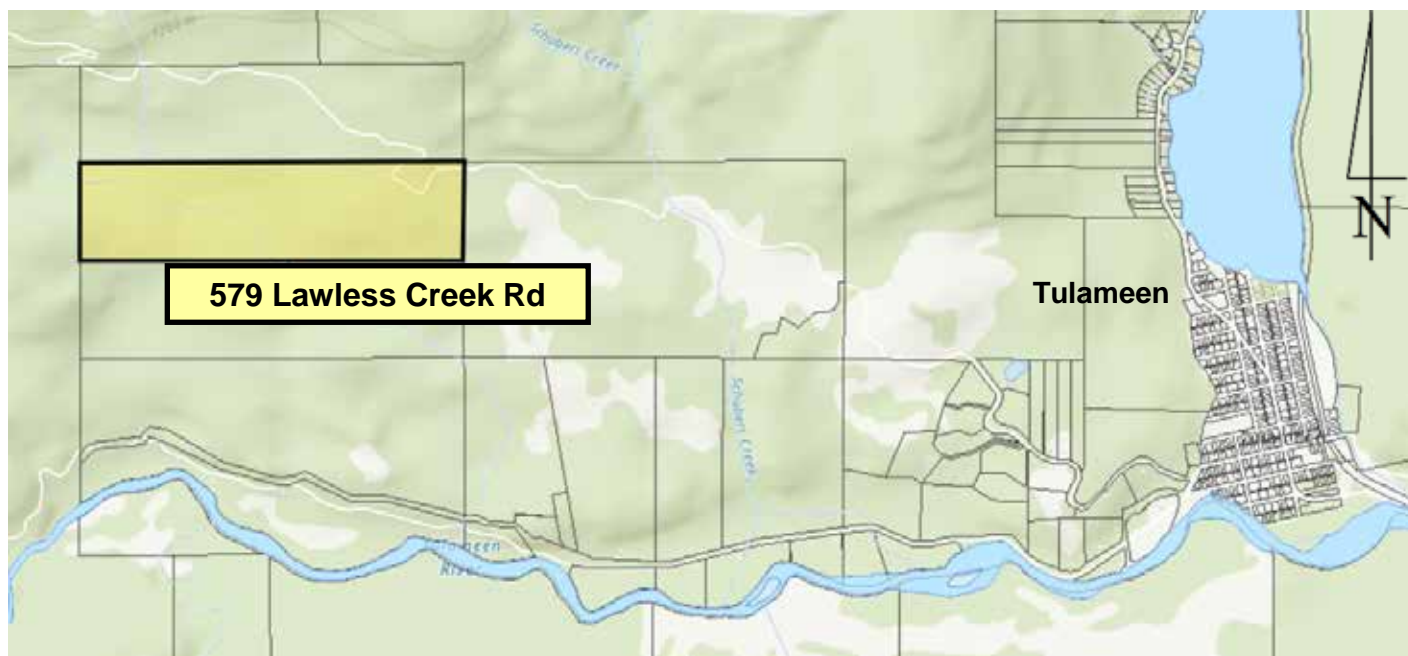
Alternatives:

1. Do not proceed with enforcement action
2. Place a notice of deficiencies on the folio file (Category 1)
3. Place a Section 302 Notice on title (Category 2)

Respectfully submitted:

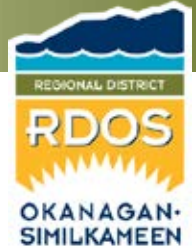
"L. Miller"

Laura Miller, Manager of Building and Enforcement Services





ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2020
RE: Request to Re-submit a Refused Temporary Use Permit Application – Electoral Area “A”

Administrative Recommendation:

THAT the Board of Directors not vary Section 3.12.1. of the Development Procedures Bylaw No. 2500, 2011, in relation to a proposed re-application of a temporary use permit application for a vacation rental use at 3829 37th Street (Lot 11, Plan 9792, District Lot 41, SDYD).

Purpose: To allow for the re-application of a temporary use permit application within 12 months of a Board decision to deny an identical proposal

Owners: Richard and Maria Law Agent: John Redenbach Folio: A-01229.000

Civic: 3829 37th Street Legal: Lot 11, Plan 9792, District Lot 42, SDYD

OCP: Low Density Residential (LR) Zone: Residential Single Family One Zone (RS1)

Proposed Development:

The property owner of 3829 37th Street (Electoral Area “A”) is requesting that the Regional District Board consider varying the restriction against a refused permit not being re-submitted for a period of 12 months immediately following the date of refusal (See Attachment No. 2).

Background:

Under Section 3.12.1 of the Regional District’s Development Procedures Bylaw, re-application for permit that has been refused by the Board “shall not be considered within a twelve (12) month period immediately following the date of refusal”.

Section 3.12.2 of the Development Procedures Bylaw, however, allows an applicant to appeal to the Board to vary the time limit set under Section 3.12.1 by supplying a detailed statement as to why the time limit for the reapplication should be varied.

On July 16, 2020, the Regional District received a letter from the property owner of 3829 37th Street effectively requesting that the Board consider allowing the re-application of a temporary use permit that was refused at its meeting of July 2, 2020 (and which would not otherwise be able to be re-submitted until July 3, 2021).

The temporary use permit had sought to formalize a vacation rental use for a four-bedroom single detached dwelling and allow for short-term accommodation from May-October.

The impetus of the temporary use permit application was enforcement action by the Regional District following the receipt of written complains regarding a vacation rental operating without permit.

Although there was no Electoral Area "A" Advisory Planning Commission (APC) meeting, due to cancellation of meetings to prevent the spread of COVID-19, Electoral Area "A" APC members were invited to comment individually on the application. Of the seven responses received from Electoral Area "A" APC members, 6 did not support and one conditionally supported this TUP application (if neighbours were supportive).

On June 8, 2020, an electronic Q&A session was held on Webex and was attended by approximately 12 members of the public, the applicant (property manager, John Redenbach), RDOS staff and the Electoral Area "A" Director.

Written representations were received from 13 individuals in opposition of the application and included in the July 2, 2020, Board agenda.

At its meeting on July 2, 2020, the Regional District Board moved to deny the application and invited property manager, John Redenbach to speak. The Regional District Board subsequently resolved to deny the application.

Analysis:

In considering this request, Administration notes that there is no criteria in the Regional District's Development Procedures Bylaw that provides direction on how to consider a request to vary the 12-month period that prohibits re-submission of a refused application.

In general, prohibiting re-submission of the same application within a year of refusal achieves several important goals, as it:

- provides certainty to all involved in the original application that no action will be taken in the immediate future (i.e. within the next year);
- prevents "engagement fatigue" from the public;
- respects the outcome of the application process;
- avoids repeating an application where circumstances remain unchanged;
- allows for a "cooling off" period and time to consider alternatives or proposal improvements;
- dedicates staff resources to matters that *may* have already been considered by the Board; and
- limits departmental costs associated with processing applications that *may* not be fully cost-recoverable.

In considering this specific request, Administration notes that the applicant was present when the decision was made for this application and at the electronic Q&A session in advance of the Board meeting and was provided opportunity to present the merits of their proposal at both meetings.

In response to the property owner's request to re-apply, the request is not based on any procedural factors (like a decision made in the absence of the applicant).

Further, the property owner's request is based on his opinion of the best use of the property given his personal circumstances, which is not relevant to considering the merits of a TUP application.

Since the TUP application was denied by the Board on July 2, 2020, there have been no changes to evaluation criteria and no amended responses from any of the individuals that provided written comments in opposition of the proposal.

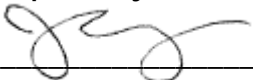
The property owner's request includes a "petition" signed by 14 individuals, none of which previously provided comments in opposition of the proposal.

The Board is asked to be aware that the Regional District is continuing with enforcement action against the property owner in relation to vacation rental use.

Alternatives:

1. THAT the Board of Directors vary Section 3.12.1. of the Development Procedures Bylaw No. 2500, 2011, in relation to a proposed re-application of a temporary use permit application for a vacation rental use at 3829 37th Street (Lot 11, Plan 9792, District Lot 41, SDYD).
2. THAT the Board of Directors defer consideration to vary Section 3.12.1. of the Development Procedures Bylaw No. 2500, 2011, in relation to a proposed re-application of a temporary use permit application for a vacation rental use at 3829 37th Street (Lot 11, Plan 9792, District Lot 41, SDYD) for the following reasons:
 - i) *TBD*

Respectfully submitted:



JoAnn Peachey, Planner I

Endorsed By:



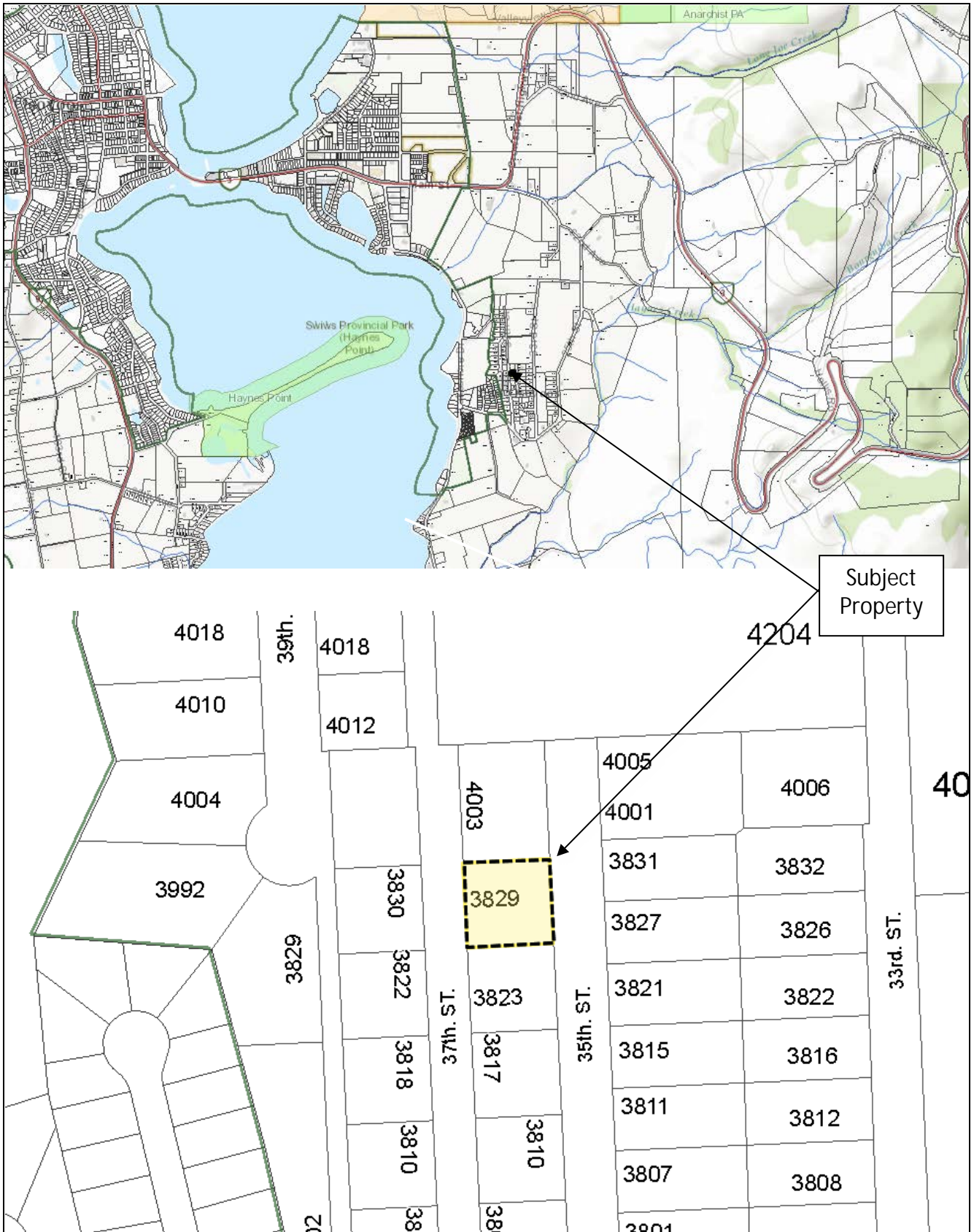
C. Garrish, Planning Manager

Attachments: No. 1 – Context Maps

No. 2 – Applicant's Request Letter

No. 3 – Site Photo

Attachment No. 1 – Context Maps



1)

RICHARD LAW
3829 37 SE
0504005 B.L.
V04116

ATTEN: JO ANN PEACHEY - PLANNER 1 FILE# A2019-011-TUP

jspeachey@rdos.bc.ca

IN RESPONSE TO MY RE-APPLYING FOR A TEMPORARY USE PERMIT FOR MY HOUSE AT 3829-37 SE. 0504005, B.C. YOU HAVE ASKED ME TO GIVE YOU MY REASONS FOR RE-APPLYING.

OUR CURRENT SITUATION HAS MADE IT IMPOSSIBLE FOR ME AND MY WIFE, MARIA (SANDRA), TO LIVE IN OUR HOUSE AS BOTH MY DAUGHTER & HUSBAND WORK SEASONALLY IN ALBERTA AND SASK FROM MID MAY TO END OF OCTOBER.

THEY HAVE TWO (2) DAUGHTERS, AGES 5 AND 7 WHICH WE HAVE THE PLEASURE OF LOOKING AFTER FOR THIS TIME PERIOD. THIS MAKES IT IMPOSSIBLE FOR US TO LIVE IN 0504005 FOR THAT TIME PERIOD AS IT WOULD MEAN PULLING THEM OUT OF SCHOOL AS WELL AS THE OTHER ACTIVITIES THEY ARE INVOLVED IN IN GRAND EDWARDS, B.C.

AS WE EITHER RETURN TO OUR HOME FOR NOVEMBER TO MID MAY THIS LEAVES OUR HOME VACANT FOR THE SPRING - FALL MONTHS.

OUR BEST OPTION IS TO HAVE A VROB WITH A WELL RESPECTED PROPERTY MANAGER MAINTAIN THE PROPERTY WHILE OUR GUESTS ENJOY THE AMENITIES OF OUR HOUSE AND 0504005 AREA, BRINGING UP THE ECONOMY AS WELL.

I THINK YOU WILL AGREE THIS IS THE BEST SOLUTION FOR THE PROPERTY AT THE TIME UNLESS TIME CHANGES THINGS!

I HAVE PERSONALLY TALKED WITH 98% OF MY NEIGHBOURS, ASKING THEM TO SIGN MY PETITION FOR A REINSTATEMENT OF MY PERMIT WHICH I AM INCLUDING.

14 OF MY CLOSEST NEIGHBOURS SIGNED, 4 DID NOT STATE AN INCREASE IN TRAFFIC OR DIDN'T WANT TO SET A PRESIDENT AND 1 THAT AGREED WITH ME BUT DIDN'T WANT TO MAKE HIS NAME PUBLIC ON A PETITION.

2)

I HAVE PERSONALLY TALKED WITH RON TEJAL TO ASK HIM IF HE WOULD RECONSIDER HIS POSITION IN REGARDS TO ARE VROB, BY PHONE. HE SAID "NO" IN YOUR TUP, UNDER RECOMANDATIONS IN SECTION (1) "POOL AREA SHALL BE SCREENED FOR PRIVACY ALONG NORTH SIDE PROPERTY LINE, IN VERTICAL ALIGNMENT WITH HIGHEST PORTION OF EXISTING FENCE"

I TOTALLY AGREE, AND IF THE "TUP" IS AGREED UPON, WAIVING THE ONE YEAR WRITING PERIOD, THEN THIS WILL BE DONE IMMEDIATELY, MAKING ALL NOISE FROM EITHER SIDE GREATLY REDUCED!

AFTER TALKING WITH THE MAJORITY OF MY NEIGHBOURS, THE NOISE CREATED BY OUR CLIENTS WAS "NOT" A FACTOR IN ANY DECISION THAT THEY MADE.

IF YOU COMPARE THE ADDRESSES OF THOSE ON MY PETITION YOU WILL FIND THE MAJORITY ARE OUR CLOSEST NEIGHBOURS.

YOURS IN GOOD FAITH

RICHARD G. LAW

MARIA (SANDRA) LAW

Attachment No. 2 – Applicant's Request Letter

WE THE UNDERSIGNED DO GIVE RICHARD & SANDRA LAAN
OUR PERMISSION TO REINSTATE THEIR TEMPORARY
APPLICATION PERMIT FOR A V.R.B. (VACATION RENTAL BY ORDER)
AT 3819 37th St. 0501005 R.L.

WE UNDERSTAND THAT THIS PROPERTY IS TO BE MANAGED BY
MR. JOHN REDENBALK AND HIS WIFE WHO CURRENTLY MANAGE 20
OTHER PROPERTIES IN THE 0501005 AREA. PROPERTY AND GROUNDS
WILL REMAIN WELL GROOMED AND RENTERS WILL BE WELL VETTED
TO INSURE A PLEASANT INVOLVEMENT FOR ALL CONCERNED!

THIS PROPERTY CURRENTLY HOLDS A 4.8 OUT OF 5 RATING WHICH BRINGS
A HIGHER CLASS OF RENTERS TO OUR TOWN THUS MORE INCOME TO
OUR LOCAL BUSINESSES. WE UNDERSTAND THAT A COUPLE OF PROBLEMS
HAVE COME UP IN THE PAST BUT WE HAVE BEEN ASSURED THAT ANY
MORE WILL BE PROMPTLY LOOKED AFTER WHICH IS FAR SUPERIOR TO
HAVING A NEIGHBOUR THAT CREATES THE SAME PROBLEMS WITH NO
RECOURSE!



NAME	ADDRESS	SIGNATURE
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Erin Lu Idell		
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Mike Leavitt		
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Sandy Leavitt		
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Elmer Singer		
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Louise Zimmerman		
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Elliot Zimmerman		
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Jessica Kriesel		
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Kelly Ferrandis		
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Georgia N. Whar		
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Greg Whitman		
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Emerald Lefelle		
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Elaine Keller		
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RHAY MARTIN		
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THANK YOU

- i) Symptoms of COVID-19
- ii) B.C.’s COVID-19 Self-Assessment Tool
- iii) Handwashing
- iv) Respiratory/cough etiquette
- v) Self-isolation and self-monitoring
- vi) A sign must be posted on the front entrance telling staff not to enter the premises if they are feeling ill.
- vii) All guests must follow Provincial guidelines during the Provincial State of Emergency for COVID-19, including avoiding non-essential travel as a measure to protect vulnerable people in communities from COVID-19, and
- viii) Pool area shall be screened for privacy along the northern property line, in vertical alignment with highest portion of the existing fence.

COVENANT REQUIREMENTS

8. Not applicable.

SECURITY REQUIREMENTS

9. Not applicable.

EXPIRY OF PERMIT

10. This Permit shall expire on December 31, 2020.

Authorising resolution passed by Regional Board on _____ day of _____, 2020.

B. Newell, Chief Administrative Officer

Attachment No. 2 – Site Photo (Google Streetview)



1)
RICHARD LAW
3829 37 SE
050Y005 B.C.
V08 106

ATTEN: JO ANN PEACHEY - PLANNER 1 FILE # A2019011-TW

jpeachey@rdos.bc.ca

IN RESPONSE TO MY RE-APPLYING FOR A TEMPORARY
USE PERMIT FOR MY HOUSE AT 3829-37 SE. 050Y005, B.C.
YOU HAVE ASKED ME TO GIVE YOU MY REASONS FOR
RE-APPLYING.

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ME AND MY WIFE, MARIA (SANDRA), TO LIVE IN OUR HOUSE
AS BOTH MY DAUGHTER & HUSBAND WORK SEASONALLY IN
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TO MID MAY THIS LEAVES OUR HOME VACANT FOR THE
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WHILE OUR GUESTS ENJOY THE AMENITIES OF OUR HOUSE
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I THINK YOU WILL AGREE THIS IS THE BEST SOLUTION FOR THE
PROPERTY AT THE TIME UNLESS TIME CHANGES THINGS!

I HAVE PERSONALLY TALKED WITH 90% OF MY
NEIGHBOURS, ASKING THEM TO SIGN MY PETITION FOR A
REINSTATEMENT OF MY PERMIT WHICH I AM INCLUDING.

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STATE AN INCREASE IN TRAFFIC OR DIDN'T WANT TO SET
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I TOTALLY AGREE, AND IF THE "TUP" IS AGREED UPON, WAIVING THE ONE YEAR WRITING PERIOD, THEN THIS WILL BE DONE IMMEDIATELY, MAKING ALL NOISE FROM EITHER SIDE GREATLY REDUCED!

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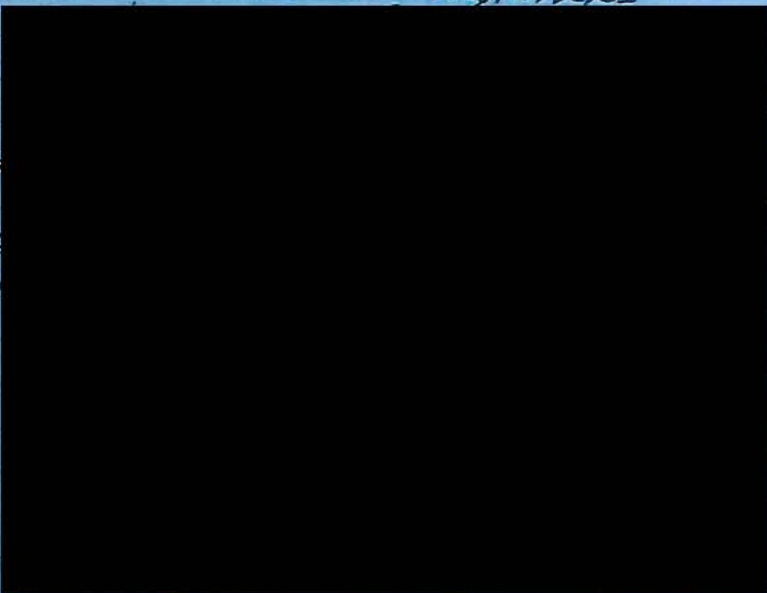

RICHARD G. LAW

MARIA (SANDRA) LAW

WE THE UNDERSIGNED DO GIVE RICHARD, SANDRA LAW
OUR PERMISSION TO RE-INSTATE THEIR TEMPORARY
APPLICATION PERMIT FOR A V.R.O. (VACATION RENTAL BY OWNER)
AT 3829 32ND ST. OSOYOOS B.C.

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WILL REMAIN WELL GROOMED AND RENTERS WILL BE WELL VETTED
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RECOURSE!

NAME	ADDRESS	SIGNATURE
Emmi Lu Keller		
Mike Leavitt		
Sandy Leavitt		
Elmer Singer		
Louise Zimmerman		
Elliott Zimmerman		
Jessica Kriese		
Kelly Fernandes		
George H. Hargis		
George Whitaker		
		
Emmi Lu Keller		
Elaine Keller		
ANAY MARTIN		

THANK YOU

- i) Symptoms of COVID-19
- ii) B.C.'s COVID-19 Self-Assessment Tool
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- iv) Respiratory/cough etiquette
- v) Self-isolation and self-monitoring
- j) A sign must be posted on the front entrance telling staff not to enter the premises if they are feeling ill.
- k) All guests must follow Provincial guidelines during the Provincial State of Emergency for COVID-19, including avoiding non-essential travel as a measure to protect vulnerable people in communities from COVID-19; and
- l) Pool area shall be screened for privacy along the northern property line, in vertical alignment with highest portion of the existing fence.

COVENANT REQUIREMENTS

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SECURITY REQUIREMENTS

9. Not applicable.

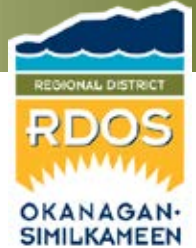
EXPIRY OF PERMIT

10. This Permit shall expire on December 31st, 2020.

Authorising resolution passed by Regional Board on _____ day of _____, 2020.

B. Newell, Chief Administrative Officer

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2020
RE: Zoning Bylaw Amendment – Electoral Area “A”

Administrative Recommendation:

THAT Bylaw No. 2451.30, 2020, Electoral Area “A” Zoning Amendment Bylaw be read a third time.

Purpose: To amend minimum setbacks to expand the building envelope on the subject property.

Owners: Lual Orchards Ltd. Agent: Brad Elenko, McElhanney Ltd. Civic: 10210 81st Street

Legal: Lot 3, Plan EPP87173, District Lot 2450S, SDYD Folio: A-06047.060

OCP: Low Density Residential (LR) Proposed OCP: Low Density Residential (LR)

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

Proposed Development:

This application is seeking to amend the zoning of the subject property in order to expand the building envelope.

In order to accomplish this, the applicant is proposed to amend the zoning of the property under the Electoral Area “A” Zoning Bylaw No. 2451, 2008, from Residential Single Family One Zone (RS1) to Site Specific Single Family One Zone (RS1s) with the site specific regulation to reduce the rear parcel line setback (southern property line) from 7.5 metres to 2.0 metres and to increase the interior parcel line setback for the eastern property line from 1.5 metres to 7.5 metres.

In support of the rezoning, the applicant has stated that “due to the odd shape of the property and the resulting setbacks, the owner is requesting that the setbacks be re-adjusted to provide a greater spatial separation from the adjacent east property and reduced on the south side of the property where there is no real need or purpose for the large 7.5 m setback.” The applicant has also noted that:

- the setbacks defined for the property are not based on typical or obvious features or thinking, but rather all manifest from the definition of front parcel line, which in this case is very non-typical and unconventional.
 - the Streamside Protection Enhancement Area (SPEA) occupies a majority of the large ½ acre property and provides protection for riparian values. However, in doing so, it restricts development from a significant portion of the property.
 - the reduction in the setback will not have a negative impact on the use and enjoyment of any adjacent or surrounding property owners.
-

Site Context:

The subject property is approximately 2,360 m² in area and is accessible via a pan handle from 81st Street, abutting Osoyoos Lake to the North and approximately 600 metres from the Town of Osoyoos boundary.

It is understood that the parcel is vacant land, while the surrounding pattern of development is generally characterised by residential along Osoyoos Lake foreshore and a mix of agriculture and residential parcels abutting 87th Street.

Background:

On February 10, 2020, a Public Information Meeting (PIM) was held at the Sonora Community Centre at 8505 68th Avenue in Osoyoos and was attended by approximately 3-4 members of the public.

This item was referred to the Electoral Area "A" Advisory Planning Commission (APC) in the February 10, 2020 agenda; however, the meeting was cancelled due to lack of quorum.

At its meeting of July 2, 2020, the Regional District Board resolved to approve first and second reading of the amendment bylaws and to waive the holding of a public hearing.

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

Approval from the Ministry of Transportation and Infrastructure (MoTI) is required prior to adoption as the proposed amendments involve lands within 800 metres of a controlled access highway (i.e. Highway 3).

Analysis:

In considering this proposal, Administration notes that the "U" shape of the panhandle is an unusual, atypical parcel layout, which results in an atypical application of front and rear parcel lines.

For a typical panhandle lot, the rear parcel line would be opposite where the panhandle meets the non-panhandle portion of the lot (as the panhandle would typically be straight).

As such, the applicant is requesting minimum building setbacks that are no less than what would be permitted if the "front" parcel line was aligned with where the panhandle met the buildable area of the parcel.

A reduced "rear" parcel line setback will allow for additional building area that is outside the riparian area, which is identified as 30 metres from Osoyoos Lake, and further from identified Important Ecosystems on the property along the lakeshore.

The "rear" parcel line setback reduction is considered to align with Electoral Area "A" OCP Bylaw objectives to protect aquatic habitat areas by providing a development scenario that allows development to be further from the protected riparian area.

This proposal has minimal impact to the neighbouring properties to the west and east, as the proposed setbacks along abutting parcel lines are equal to or greater than what is currently permitted under the RS1 zone.

It should be noted that this proposal reduces separation distance between residential buildings and structures on this RS1 parcel and active farming operations on the agricultural lands immediately to the south.

Although Administration has concerns with reducing separation distances between residential and agricultural uses, the southern parcel line immediately abuts a panhandle access driveway which provides a further separation of 10.0 metres between the subject property and agriculturally-designated parcel.

Conversely, this recently created parcel contains sufficient building area (360 m²) to accommodate a single detached dwelling while adhering to riparian area regulation and existing zoning setbacks.

The "rear" parcel line setback provides additional separation between residential buildings/structures on the subject property and agricultural activities on the agriculturally-designated property to the immediate south.

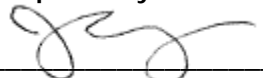
It can also be argued that setback reductions are more appropriately administered by variance, where specific development plans are provided.

In summary, this proposal would allow for building options that are further from the protected riparian area and consistent with setbacks for typical panhandle lots in the RS1 zone.

Alternatives:

1. THAT third reading of Bylaw No. 2451.30, 2020, Electoral Area "A" Zoning Amendment Bylaw be deferred; or
2. THAT first and second readings of Bylaw No. 2451.30, 2020, Electoral Area "A" Zoning Amendment Bylaw be rescinded and the bylaws abandoned.

Respectfully submitted:



JoAnn Peachey, Planner I

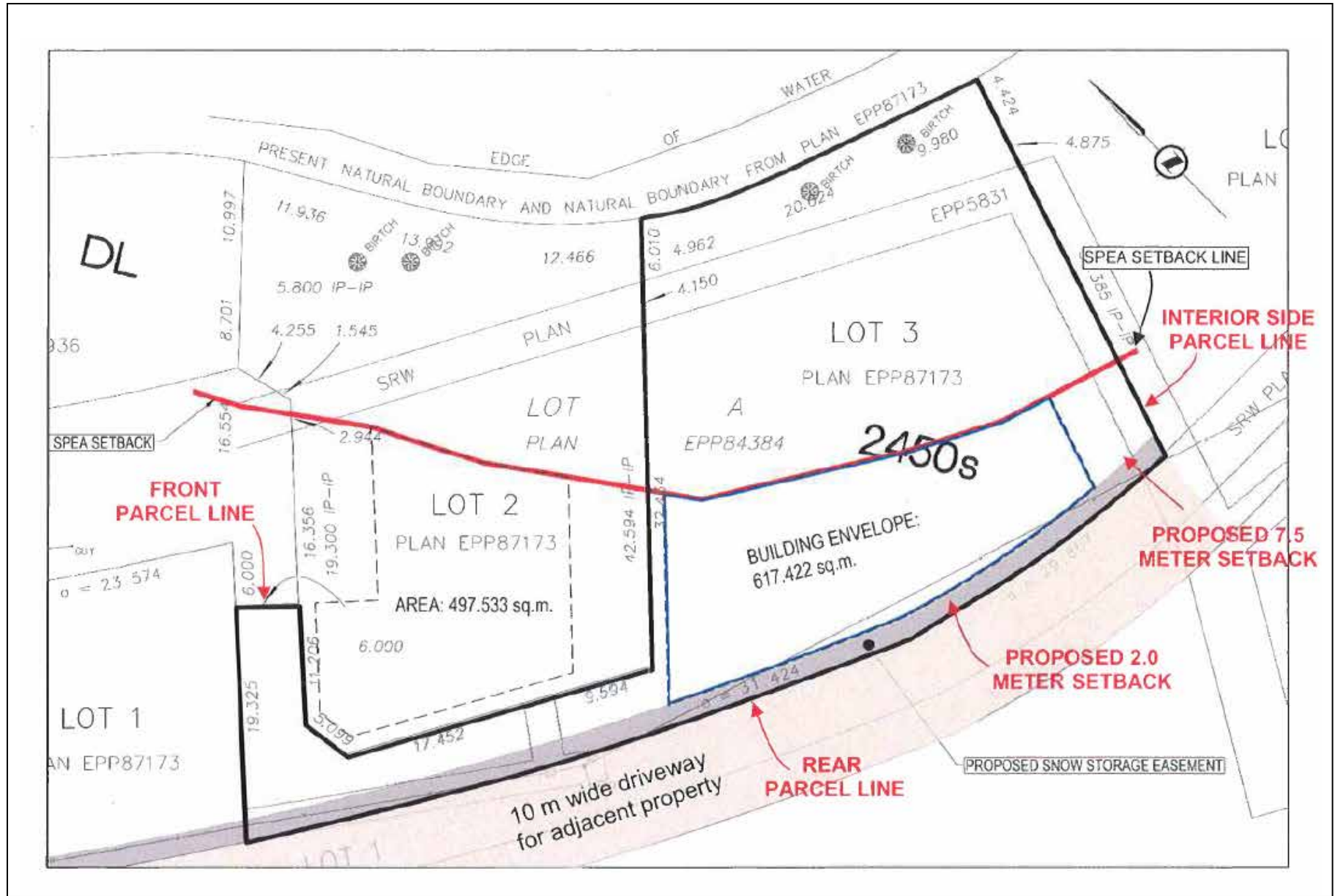
Endorsed By:



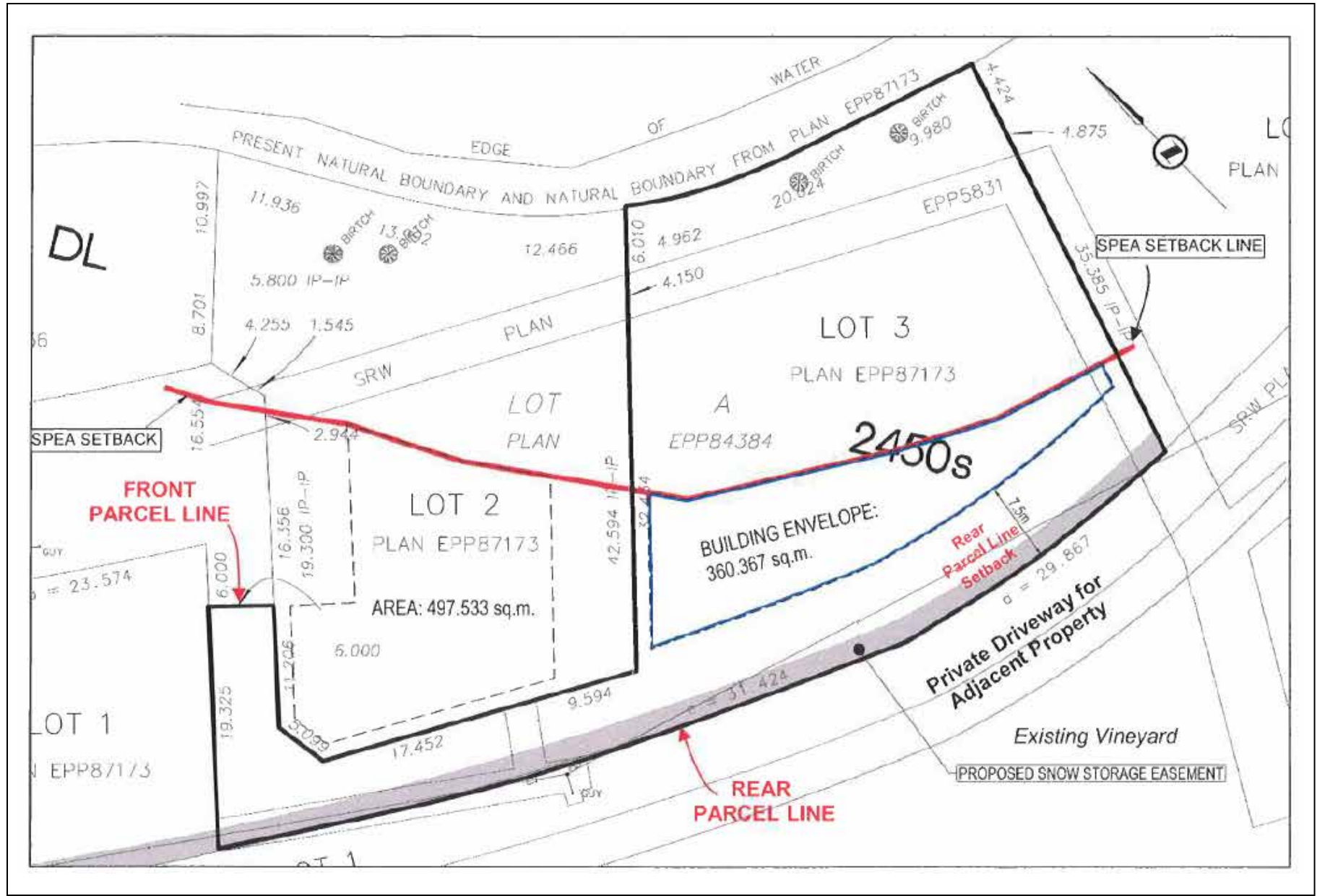
C. Garrish, Planning Manager

- Attachments: No. 1 – Applicant's Site Plan (Proposed Setbacks)
No. 2 – Applicant's Site Plan (Existing Setbacks)
No. 3 – Applicant's Site Plan (Building Envelope and Fortis SRW)
No. 4 – Fortis Statutory Right of Way Reference Plan
No. 5 – Site Photo (Google Earth)

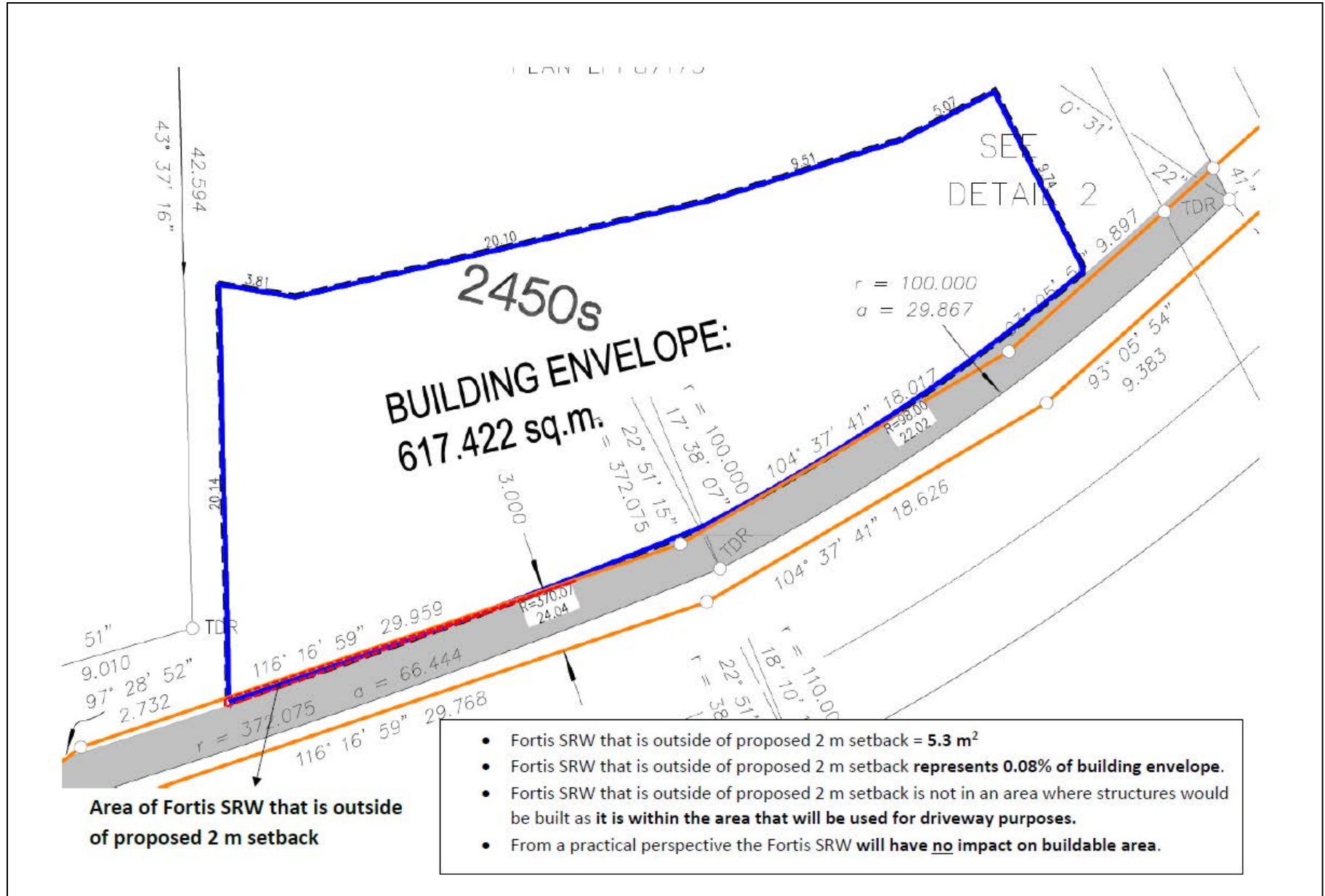
Attachment No. 1 – Applicant's Site Plan (Proposed Setbacks)



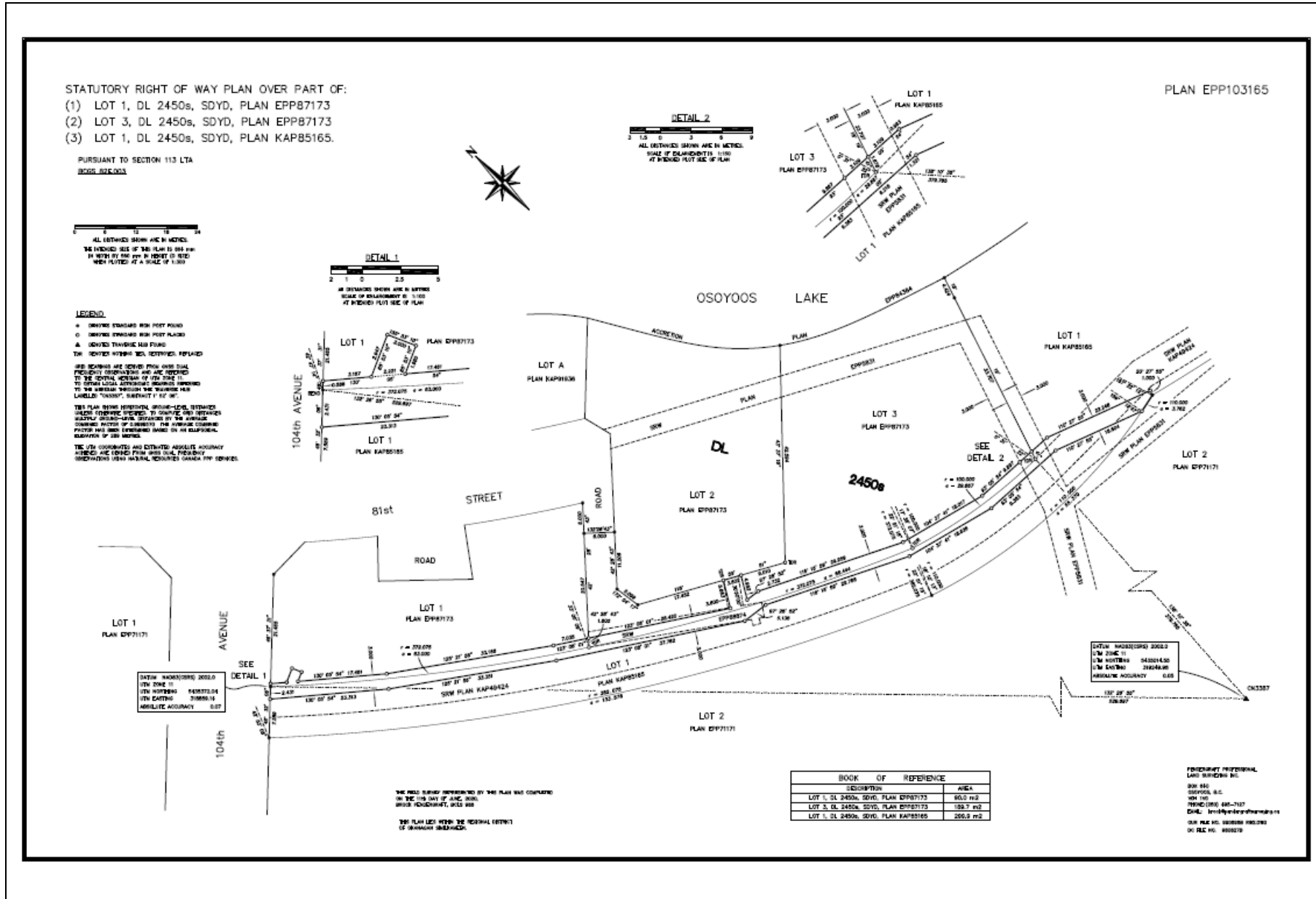
Attachment No. 2 – Applicant’s Site Plan (Existing Setbacks)



Attachment No. 3 – Applicant’s Site Plan (Building Envelope & Fortis SRW)



Attachment No. 4 –Fortis Statutory Right of Way Reference Plan



Attachment No. 5 – Site Photo (Google Earth)



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2451.30, 2020

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. 2451.30, 2020."
2. The "Electoral Area "A" Zoning Bylaw No. 2451, 2008" is amended by:
 - i) adding a new sub-section .3 under Section 17.8 (Site Specific Residential Single Family One (RS1s) Provisions) to read as follows:
 - .3 in the case of the land described as Lot 3, Plan EPP87173, District Lot 2450S, SDYD (10210 81st Street), and shown shaded yellow on Figure 17.8.3:
 - a) despite Section 11.1.6, the minimum setbacks for buildings and structures shall be as follows:

i) Rear parcel line (southern parcel line)	2.0 metres
ii) Interior side parcel line, except eastern parcel line	1.5 metres
iii) All other parcel lines	7.5 metres

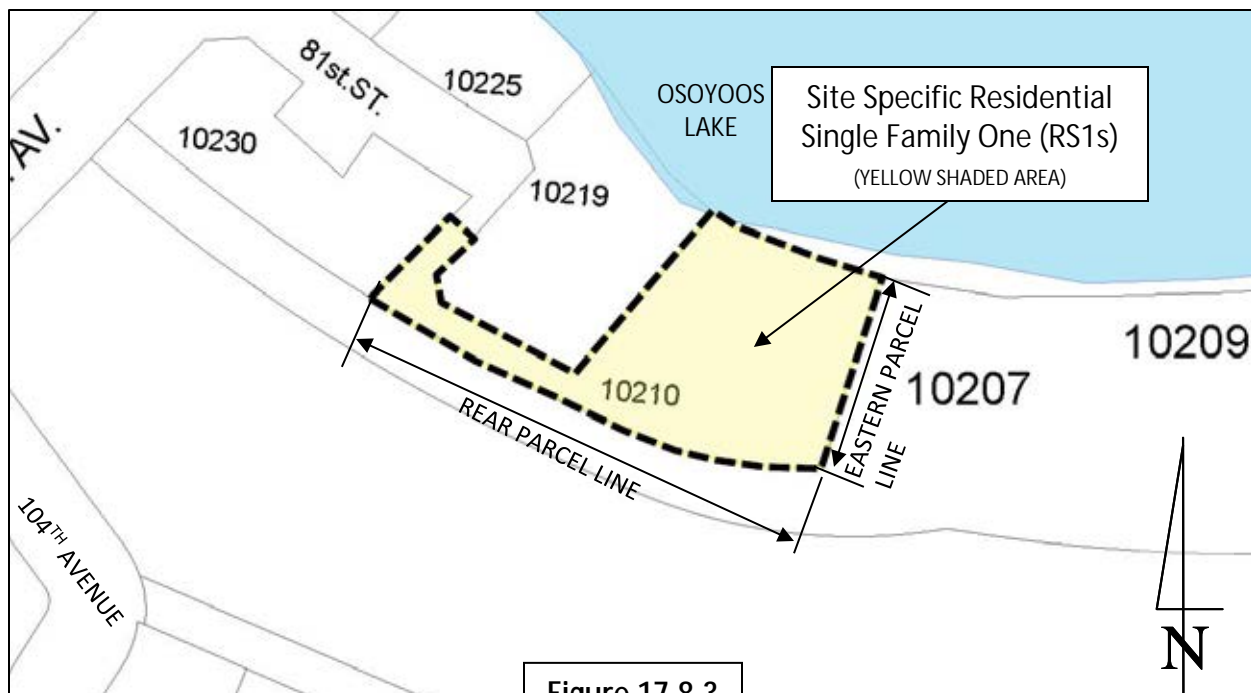


Figure 17.8.3

3. 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 Lot 3, Plan EPP87173, District Lot 2450S, SDYD, and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Residential Single Family One (RS1) to Site Specific Residential Single Family One (RS1s).

READ A FIRST AND SECOND TIME this 2nd day of July, 2020.

PUBLIC HEARING WAS WAIVED on this 2nd day of July, 2020.

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

I hereby certify the foregoing to be a true and correct copy of the "Electoral Area "A" Zoning Amendment Bylaw No. 2451.30" as read a Third time by the Regional Board on this ____ day of _____, 2020.

Dated at Penticton, BC this ____ day of _____, 2020.

Corporate Officer

Approved pursuant to Section 52(3) of the *Transportation Act* this ____ day of _____, 2020.

For the Minister of Transportation & Infrastructure

ADOPTED this ____ day of _____, 2020.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

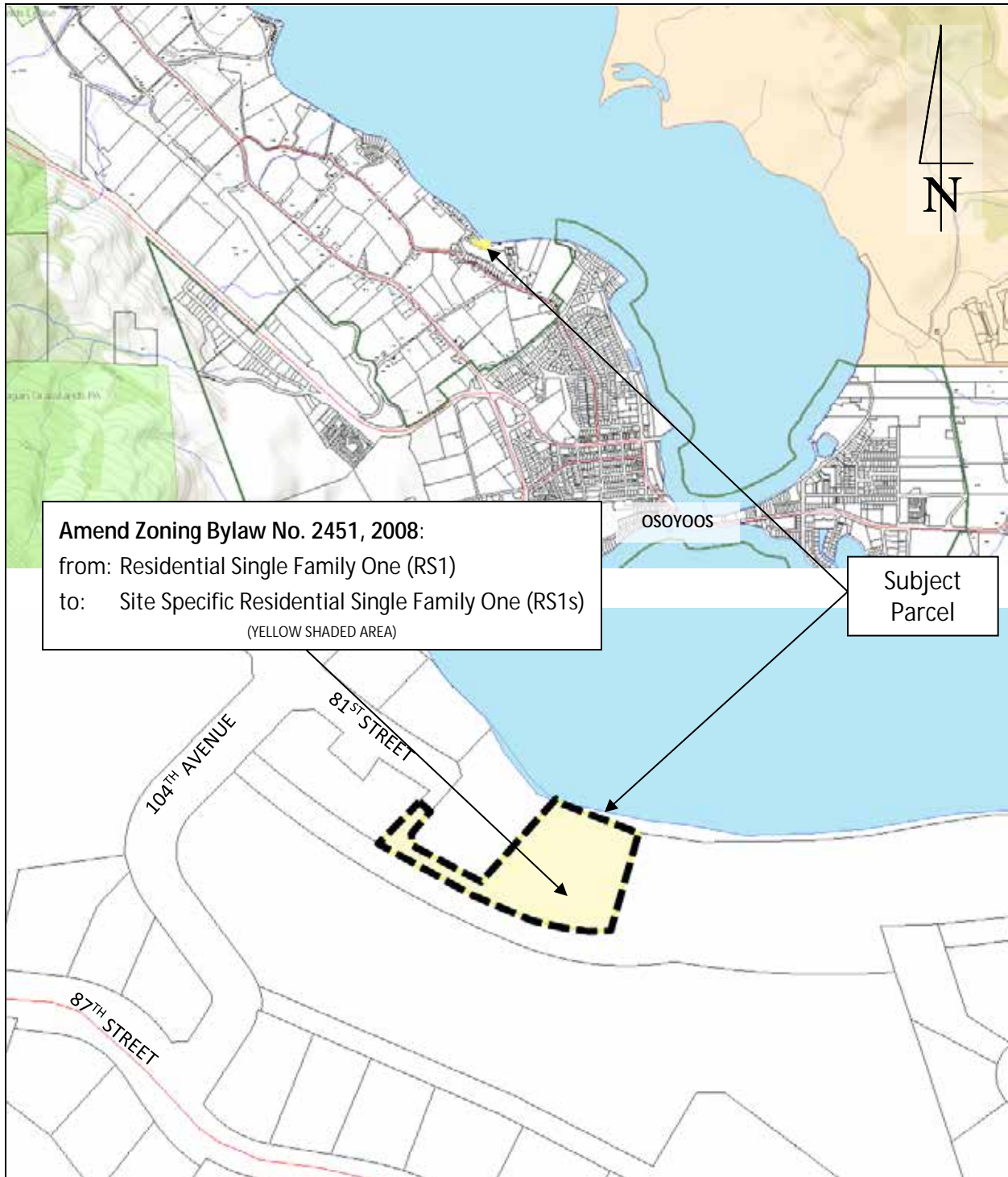
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: info@rdos.bc.ca



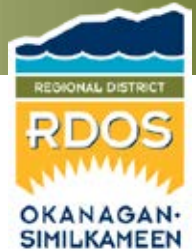
Amendment Bylaw No. 2451.30, 2020

File No. A2019.025-ZONE

Schedule 'A'



ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2020
RE: Agricultural Land Commission Referral ("non-farm" use) – Electoral Area "C"

Administrative Recommendation:

THAT the RDOS "not authorize" the application to operate a "small trailer/modular repair" for a "non-farm use" at 7738 Island Road (Lot 57, Plan 1729, District Lot 2450S, SDYD, Except (1) Parcel A (DD144161F) and (2) Plans 12996 and 14574) in Electoral Area "C" to proceed to the Agricultural Land Commission.

Purpose: To allow for a small trailer/modular repair "non-farm use" in the Agricultural Land Reserve (ALR)

Owner: Harry and Irmgard Peters Agent: Dean Keller Folio: C-05310.000

Legal: Lot 57, Plan 1729, DL 2450S, SDYD, Except (1) Parcel A (DD144161F) and (2) Plans 12996 and 14574

Civic: 7738 Island Road OCP: Agriculture (AG) Zone: Agriculture One (AG1)

Proposed Development:

An application to the Agricultural Land Commission (ALC) under Section 20(2) of the *Agricultural Land Commission Act* (the Act) has been referred to the Regional District, in order to allow "small trailer/modular repair" on a parcel of land within the Agricultural Land Reserve (ALR).

Specifically, the applicant is seeking the Commission's approval to allow for a "small trailer/modular repair". The proposed area to be utilized for this non-farm use is 0.3 ha.

In support of this proposal, the applicant has stated that they are seeking "small trailer/modular repair (ex: window, door, ceiling, floor repairs) for Agricultural use of modular and mobile trailers for the purpose of Farm use for migrant workers."

Statutory Requirements:

Under Section 34 of the *Agricultural Land Commission Act*, the Regional District of Okanagan-Similkameen (RDOS) must "review the application, and ... forward to the commission the application together with [its] comments and recommendations", unless Section 25(3) applies wherein the Board has the ability to refuse to "authorise" an application.

In this instance, Section 25(3) is seen to apply as the property "is zoned by bylaw to permit [an] agricultural or farm use".

Site Context:

The subject property is approximately 2.25 ha in area and is located on the west side of Island Road, approximately 3.5 km north of the Town of Oliver. The property is understood to be comprised of an existing mobile home, shop, and water sheds, with the majority of the property vacant land.

The surrounding pattern of development is characterised by agricultural parcels containing agriculture and residential uses.

Background:

Parcel Information

It is unknown when the current boundaries of the subject property were created by a plan of subdivision, while records for building permits include a mobile home (1978), house (1984/1985), addition (1990) and shed (1991).

The subject parcel is entirely within the Agricultural Land Reserve (ALR) and is surrounded by ALR lands and has classified the property as Residential (01) and Business and Other (06) by BC Assessment.

Current Land Use Bylaws

Under the Electoral Area "C" Official Community Plan (OCP) Bylaw No. 2452, 2008 the subject property is designated as Agriculture (AG) and is also subject to a Watercourse Development Permit (WDP) Area designation.

In the Electoral Area "C" OCP Bylaw, major service commercial uses are directed to Primary Growth Areas such as the Town of Oliver (Section 12.3.5), and major industrial uses are directed to town centres (Section 13.2.2.5), which have the necessary infrastructure and support services.

Under the Electoral Area "C" Zoning Bylaw No. 2453, 2008, the property is zoned Agriculture One (AG1). The bylaw defines a "service industry establishment" as meaning a business premises or building, where non-personal goods and services are provided, including storage and repair, among other listed uses. This use is seen to capture the current use of the property and is not permitted in the AG1 Zone.

Enforcement

Enforcement records indicate instances of non-farm uses occurring on the property periodically since 1997 and have historically been successfully discontinued through combined enforcement efforts of the ALC, Regional District and legal counsel.

In 2014, the Regional District notified the property owner that all industrial and/or commercial activities on the property were to cease. Multiple inspections in 2014, 2015, 2016, 2017 and 2018 confirmed continued operation and fines were subsequently issued.

In 2018, the ALC notified the property owner that all non-farm activity on the property cease immediately and not continue unless permitted subsequently approved by the Commission. The current application is in response to this request by the ALC.

APC & Board Consideration

At its meeting of June 16, 2020, the Regional District Board resolved to refer this application to the Electoral Area "C" Advisory Planning Commission (APC).

At its meeting of July 7, 2020, the Electoral Area "C" APC resolved to support to authorize this application to proceed to the ALC, with the intent that the property be managed with a Temporary Use Permit.

Analysis:

In considering this referral, Administration notes that the Electoral Area "C" OCP Bylaw contains objectives to protect land from uses which are inconsistent with agricultural use or are incompatible with existing agricultural uses in the area. Further, the OCP Bylaw directs that the principal use of agriculturally-designated lands be agriculture.

Regardless of the mechanism to permit the proposed use (i.e. rezoning or a temporary use permit), Administration has concerns that allowing a service industry establishment in an agriculturally designated area is not consistent with policies to preserve the agricultural land base, to direct principal uses of the property to be agriculture, or to encourage farm activity.

Commercial/industrial uses are also inconsistent with surrounding land use patterns, which are primarily agricultural and rural residential and the OCP speaks to directing these to designated Growth Areas and town centres. As such, the proposed use would be more appropriately located in an existing industrial area or within the Town of Oliver.

Although not in the purview of the ALC, it should be noted that a portion of the service industry establishment is proposed within a Watercourse Development Permit (WDP) Area, which may not be consistent with provincial regulations.

Conversely, the service industry establishment is to allow for small trailer/modular repairs that indirectly supports agriculture, as the modular and mobile trailers repaired are intended for use by migrant farm workers.


In summary, the proposed use is not consistent with the agricultural designation of the property. Introduction of a service industry establishment would be inconsistent with OCP policies that encourage agricultural uses on the subject property and direct commercial/industrial uses to other locations.

Therefore, Administration is recommending that the application not be authorized to proceed to the ALC.

Should this application be authorized by the Board to proceed to the ALC, and is subsequently approved by the Commission, the proposed use does not comply with current zoning regulations and further approvals would be required to permit the use (i.e. an OCP amendment and rezoning or temporary use permit).

Alternatives:

1. THAT the RDOS "authorize" the application to operate "small trailer/modular repair" for a "non-farm use" at 7738 Island Road (Lot 57, Plan 1729, District Lot 2450S, SDYD, Except (1) Parcel A (DD144161F) and (2) Plans 12996 and 14574) in Electoral Area "C" to proceed to the Agricultural Land Commission.

Respectfully submitted

J. Peachey, Planner I

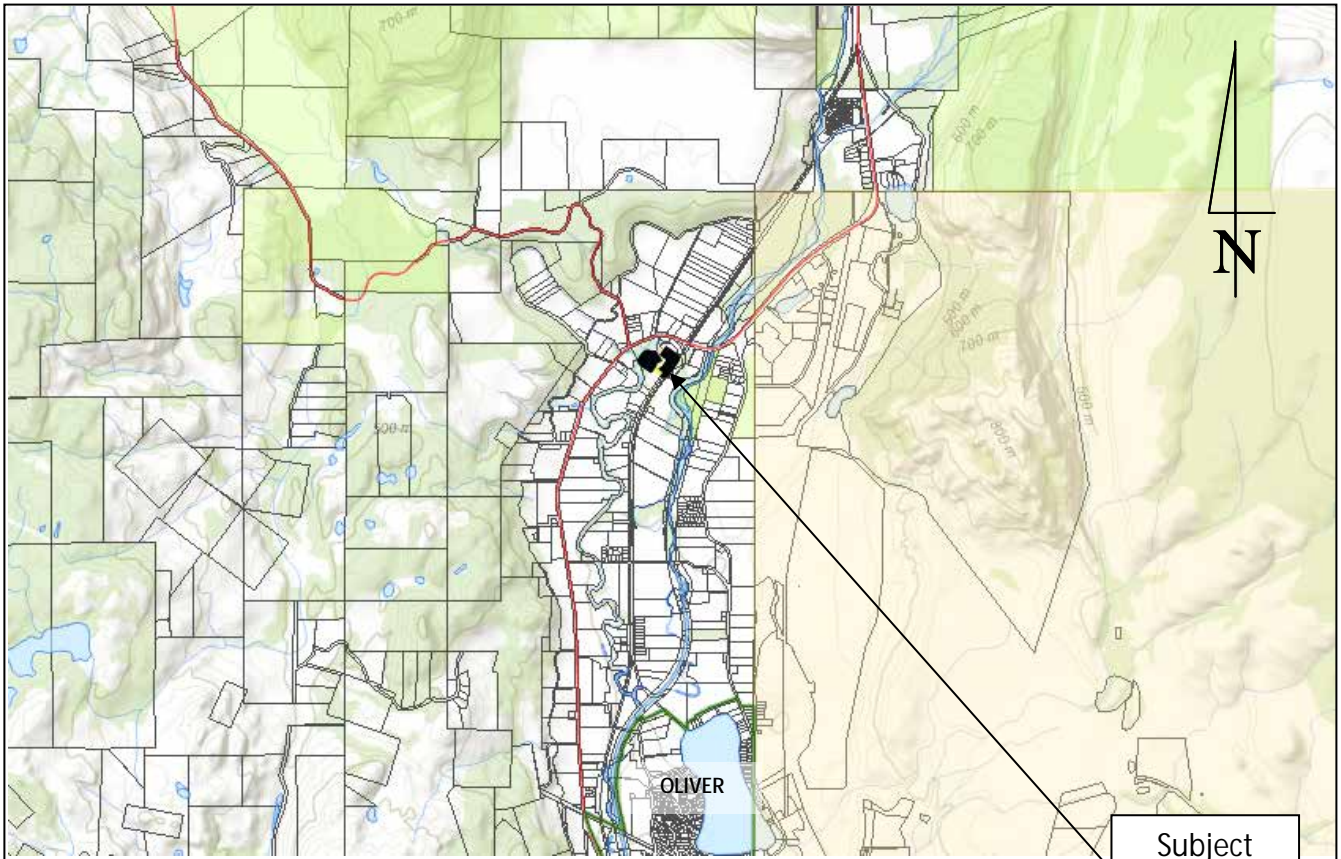
Endorsed by:

C. Garrish, Planning Manager

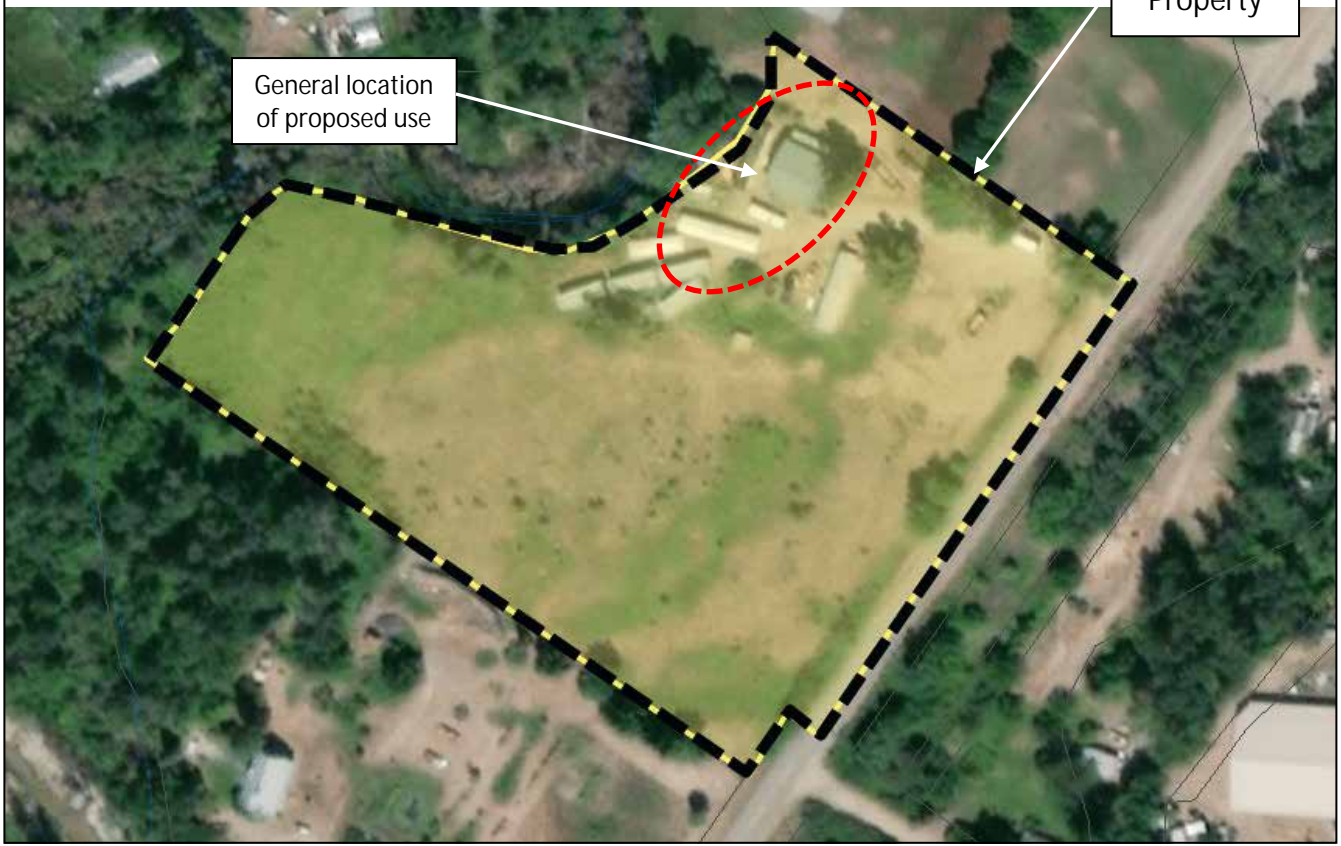
Attachments:

- No. 1 – Context Maps
- No. 2 – Applicant's Site Plan
- No. 3 – Site Photo (2018)
- No. 4 – Aerial Photo (Google Earth)

Attachment No. 1 – Context Maps

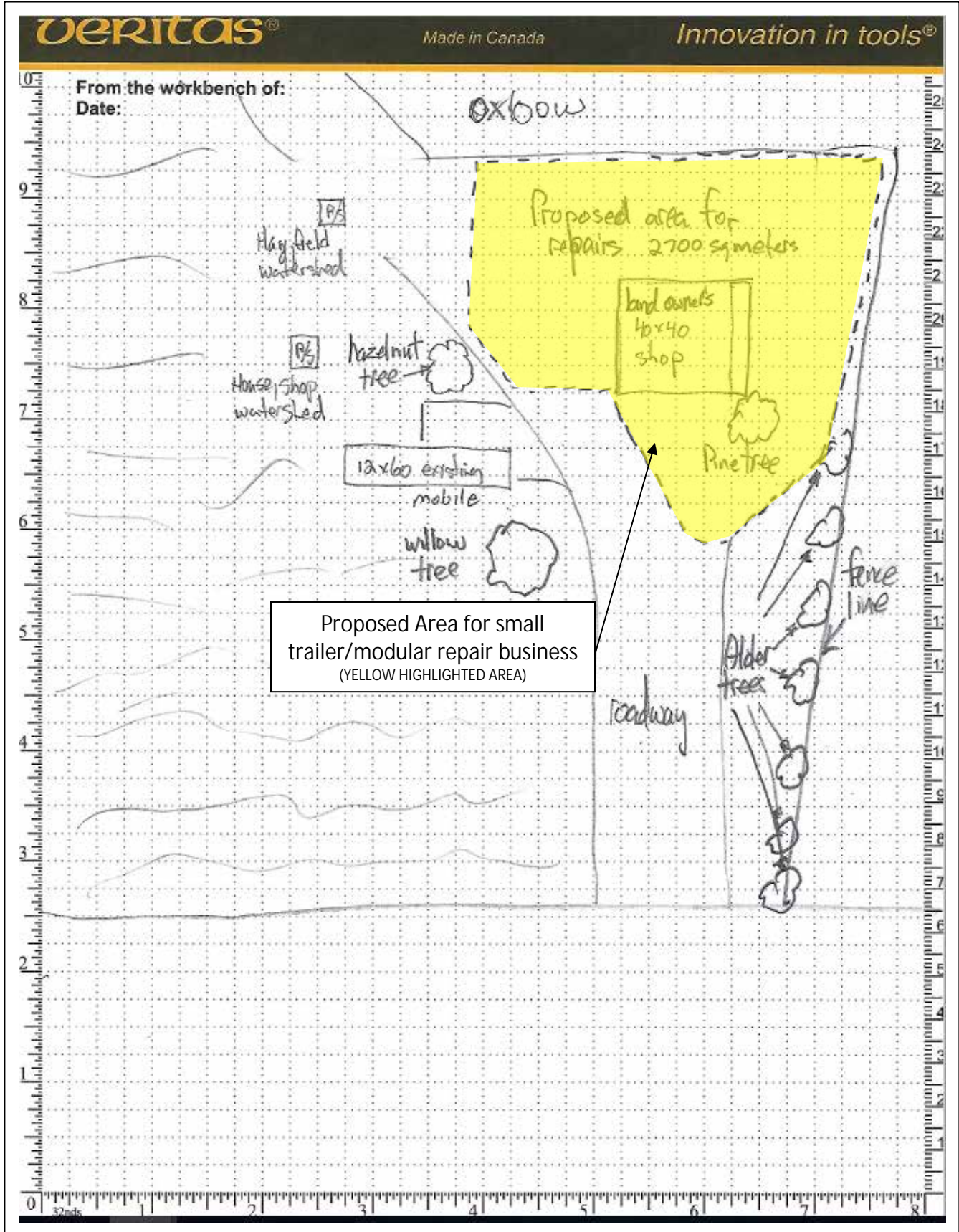


Subject Property



General location of proposed use

Attachment No. 2 – Applicant's Site Plan



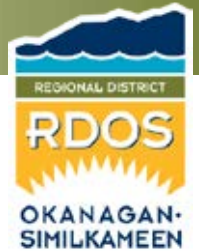
Attachment No. 3 – Site Photo (2018)



Attachment No. 4 – Aerial Photo (Google Earth)



ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2020
RE: Agricultural Land Commission Referral ("Non-Adhering Residential Use") – Electoral Area "C"

Administrative Recommendation:

THAT the RDOS "not authorize" the application for a "non-adhering residential use" at 5317 Sunflower street (Lot 249 Plan KAP1789, DL 2450, SDYD) in Electoral Area "C" to proceed to the Agricultural Land Commission.

Purpose: To allow principal residence with parcel coverage of 676 m² within Agricultural Land Reserve.

Owner: Sukhmander Singh & Surjit Sandhu Agent: N/A Folio: C-05664.000

Civic: 5317 Sunflower street Legal: Lot 249 Plan KAP1789, DL 2450, LD SDYD

OCP: Agriculture (AG) Zoning: Agriculture One Zone (AG1)

Proposed Development:

An application to the Agricultural Land Commission (ALC) under Section 20.1(2) of the *Agricultural Land Commission Act* (the Act) has been referred to the Regional District, and is proposing the development of a principle residence in the Agricultural Land Reserve (ALR) with total floor area of 867 m² (9,332.3 sq. ft.) when the legislation otherwise permits a maximum floor area of 500 m².

The proposed residence is to comprise seven (7) bedrooms, kitchen, five (5) car garage and area for media room, living room, family room and covered decks.

In support of this application, the proponent has stated that "we are two separate families that want to live together. We are two families that wish to ask if we are eligible to build a house together (joint) for two families that is more than [500 m²]."

Statutory Requirements:

Under Section 34 of the *Agricultural Land Commission Act*, the Regional District of Okanagan-Similkameen (RDOS) must "review the application, and ... forward to the commission the application together with [its] comments and recommendations", unless Section 25(3) applies wherein the Board has the ability to refuse to "authorise" an application.

In this instance, Section 25(3) is seen to apply as the property "is zoned by bylaw to permit [an] agricultural or farm use".

Site Context:

The subject property is approximately 4.6 ha in area and is situated on the west side of Highway 97, approximately 3 km south from the boundary with Town of Oliver.

The property is understood to contain one (1) single detached dwelling (195 m²) built in 1940 and an accessory building (shed) and is currently used to farm organic cherries and apples. The site has been cleared and improvements have been made to prepare the land for farming.

The surrounding pattern of development is generally characterised by similar agricultural lands.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on November 30, 1921, while available Regional District records indicate that building permit(s) have not previously been issued for this property.

Under the Electoral Area "C" Official Community Plan (OCP) Bylaw No. 2452, 2008 the subject property is currently designated Agriculture (AG), and is also within Watercourse Development Permit (WDP) area.

An objective of the AG designation is "to preserve agricultural land with continuing value for agriculture for current and future production, and to protect this land from uses which are inconsistent with agricultural use or are incompatible with existing agricultural uses in the area."

Under the Electoral Area "C" Zoning Bylaw No. 2453, 2008, the property is currently zoned Agriculture One Zone (AG1) which allows maximum parcel coverage of 600 m² for residential uses for parcels greater than 0.8 ha in area.

The property is entirely within the Agricultural Land Reserve (ALR) and is surrounded by ALR lands and has been classified as "Residential" (Class 01), and "Farm" (Class 09) by BC Assessment.

Analysis:

In considering this referral, Administration notes that restricting the size of dwellings in agricultural areas is generally undertaken in order to minimize the impact of residential development on agricultural land.

The Board previously endorsed this approach to planning for agricultural areas when it adopted amendments to the Electoral Area "C" Zoning Bylaw in 2011 that limited the size of dwellings and related structures in the AG1 Zone to a footprint not exceeding 600 m².

This was based upon a recommendation in the Electoral Area "C" Agricultural Area Plan (AAP) that sought to "reduce the on-farm footprint, limit site coverage by non-farm structures while not limiting productive farm structures; allow more flexibility in the use of buildings, encourage clustering of development on farms, [and] encourage 'stacking' of farm use buildings."

In 2019, and for similar reasons, the ALC implemented a maximum footprint requirement for principal dwellings of 500 m². As stated at the time, the provincial government was concerned about the impact of "mega-homes" on agricultural lands as such homes lead to speculation in the ALR, driving up land costs and making it prohibitive for young people to enter the agricultural industry when they are forced to compete with people looking for "lifestyle estates".

In this instance, Administration is concerned that the size of dwelling being proposed is unrelated to the agricultural use of the subject property (which is 4.6 ha) and runs counter to the land use

concerns that previously prompted the Board (as well as the ALC) to limit the size of such structures on farmland.

Administration further considers that other options are available to the property, primarily in the form of complying with existing regulations and redesigning the proposed dwelling to not exceed a floor area of 500 m². Similarly, the option to accommodate an additional family on the property is available through the allowance for an accessory dwelling (with a floor area not exceeding 90.0 m²).

Conversely, Administration recognises that a majority of the area proposed for the construction of the new dwelling has previously been disturbed and developed with farm buildings. It is not anticipated that allowing an over-sized dwelling at this same location will result in significant alienation of agriculture land.

While 30 fruit trees will require removal to accommodate the proposed new dwelling, the applicant is proposing to rehabilitate part of the property that currently comprises the existing dwelling and plant this same area with more than 300 new fruit trees.

Administration also notes that the applicant is indicating that all of the family members that will be residing in the proposed new dwelling are required to support the farm use of the property, thereby satisfying a key ALC requirement.

Summary:

In summary, the current zoning restriction limiting the residential use of agricultural land is seen to be an important mechanism to preserve the agricultural land base from non-farm use and to forestall the use of ALR lands for "lifestyle estates". For these reasons, Administration is recommending that this application not be authorised to proceed to the ALC.

Should the Board authorize the application to proceed to ALC and it be approved by the ALC, a Development Variance Permit to vary Section 10.2.8(b)(i)(1) of the Electoral Area "C" Zoning Bylaw No. 2453, 2008, will be required to allow (one) principal residence of size exceeding 600 m².

Alternatives:

1. THAT the RDOS "authorize" the application for a "non-adhering residential use – principal residence more than 500 m²" at 5317 Sunflower Street (Lot 249 Plan KAP1789, DL 2450, SDYD) in Electoral Area "C" to proceed to the Agricultural Land Commission.
2. THAT the Board of Directors defers making a decision and directs that the proposal be considered by the Electoral Area "C" Advisory Planning Commission (APC).

Respectfully submitted

R. Gadoya
Rushi Gadoya, Planning Technician

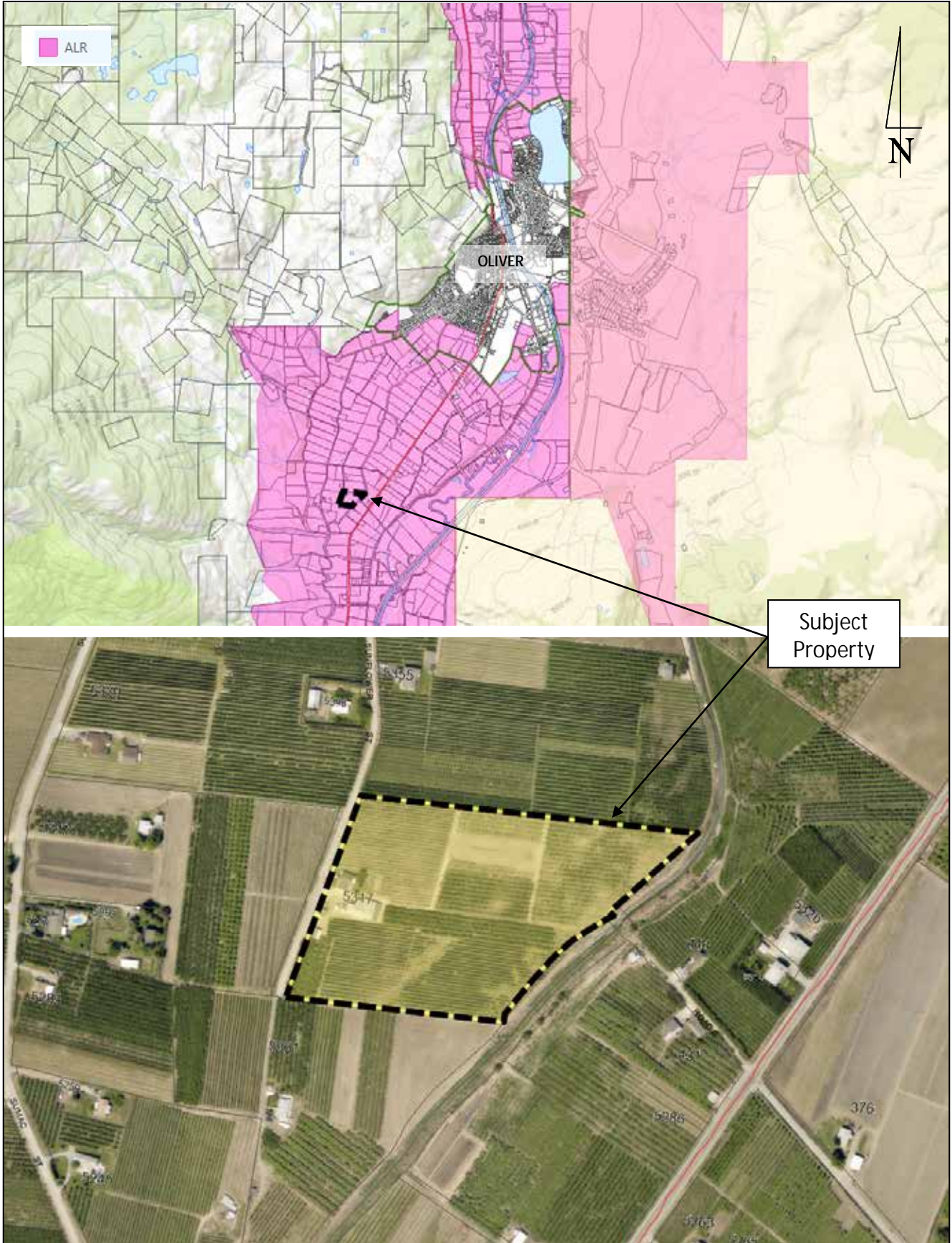
Endorsed by:


C. Garrish, Planning Manager

Attachments: No. 1 – Context Map
No. 2 – Applicant's Site Plan
No. 3 – Air Photo of Site

No. 4 – Ground Floor Plan
No. 5 – Upper Floor Plan
No. 6 – Site Photos (Google)

Attachment No. 1 — Context Maps



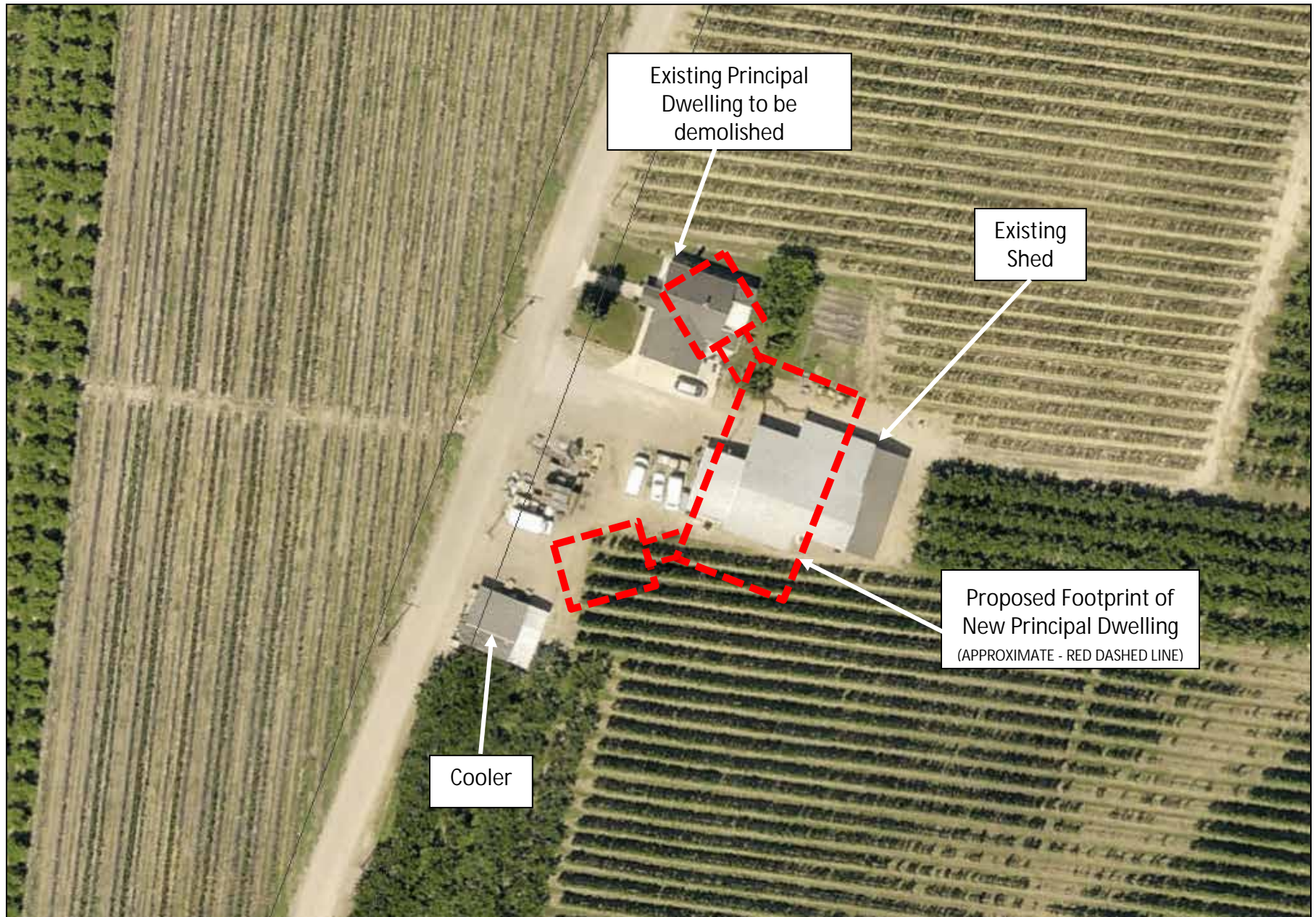
Attachment No. 2 — Applicant's Site Plan



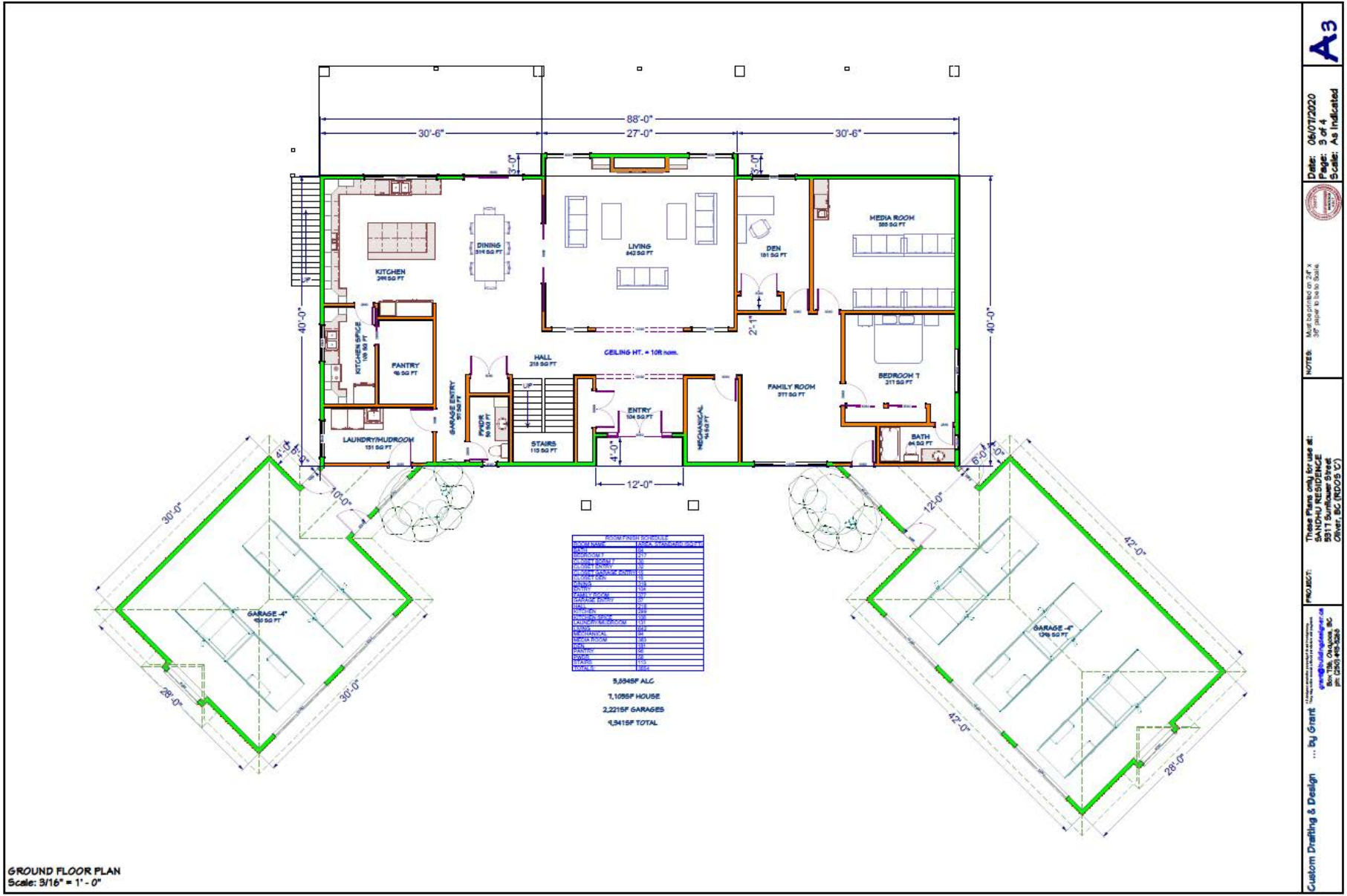
SITE PLAN
 Scale: 1" = 50ft

LEGAL DESCRIPTION
 Lot 249 Plan: KAP1789
 DL 2450s S.D.Y.D.

Attachment No. 3 — Aerial Photo



Attachment No. 4 — Ground Floor Plan



A3

Date: 06/07/2020
Page: 9 of 4
Scale: As Indicated



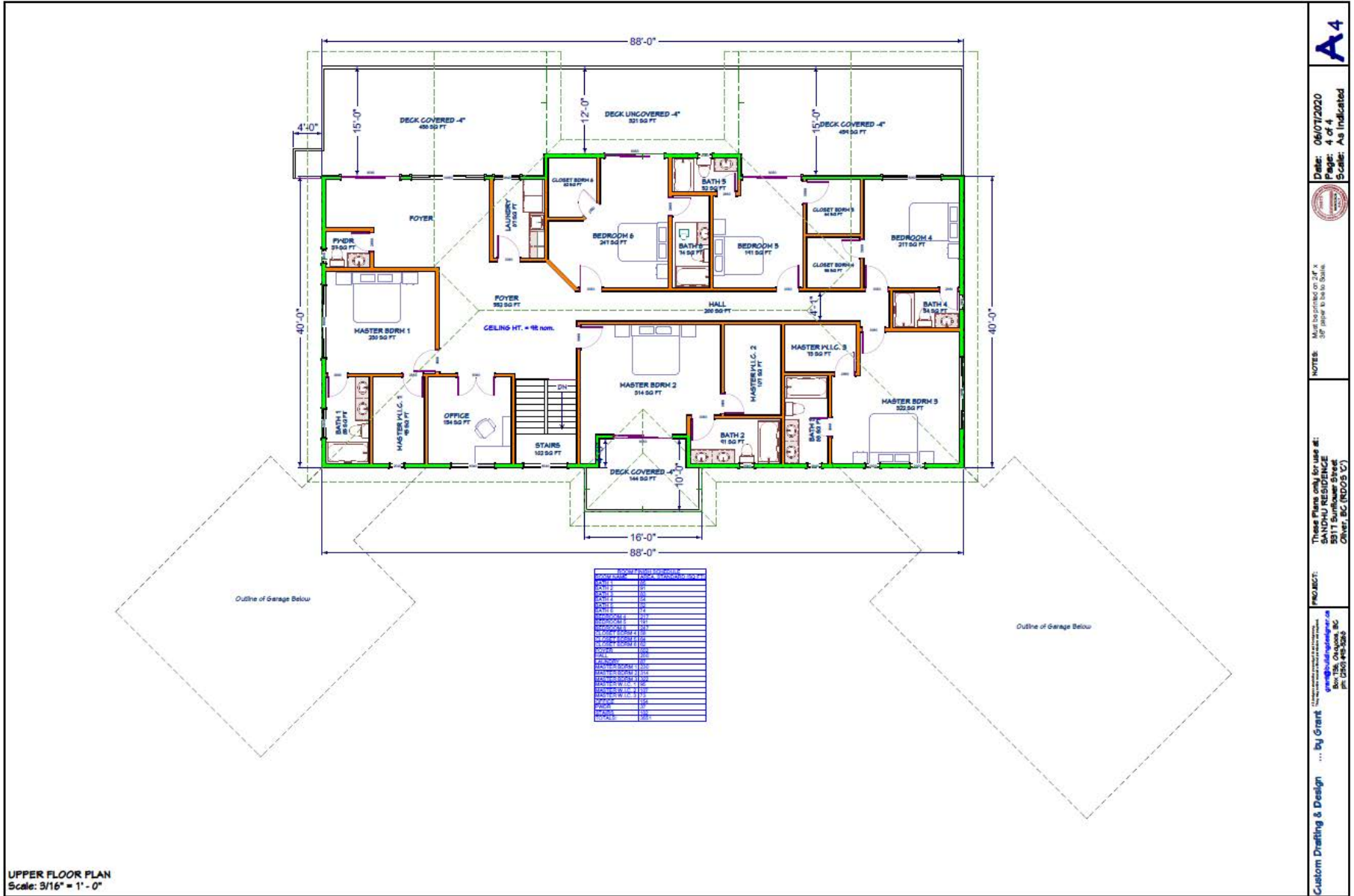
NOTES: Must be printed on 24" x 36" paper to fit in Scale.

These Plans only for use at:
SANDHU RESIDENCE
COUNTY: BC (R002.07)

PROJECT:
BY: David S. Grant
DATE: 06/07/2020

Custom Drafting & Design ... by Grant
www.customdraftinganddesign.com
10115 S. UNIVERSITY AVE.
SUITE 100
Raleigh, NC 27615
PH: 919.286.8828

Attachment No. 5 — Upper Floor Plan



A4

Date: 06/07/2020
Page: 4 of 4
Scale: As Indicated

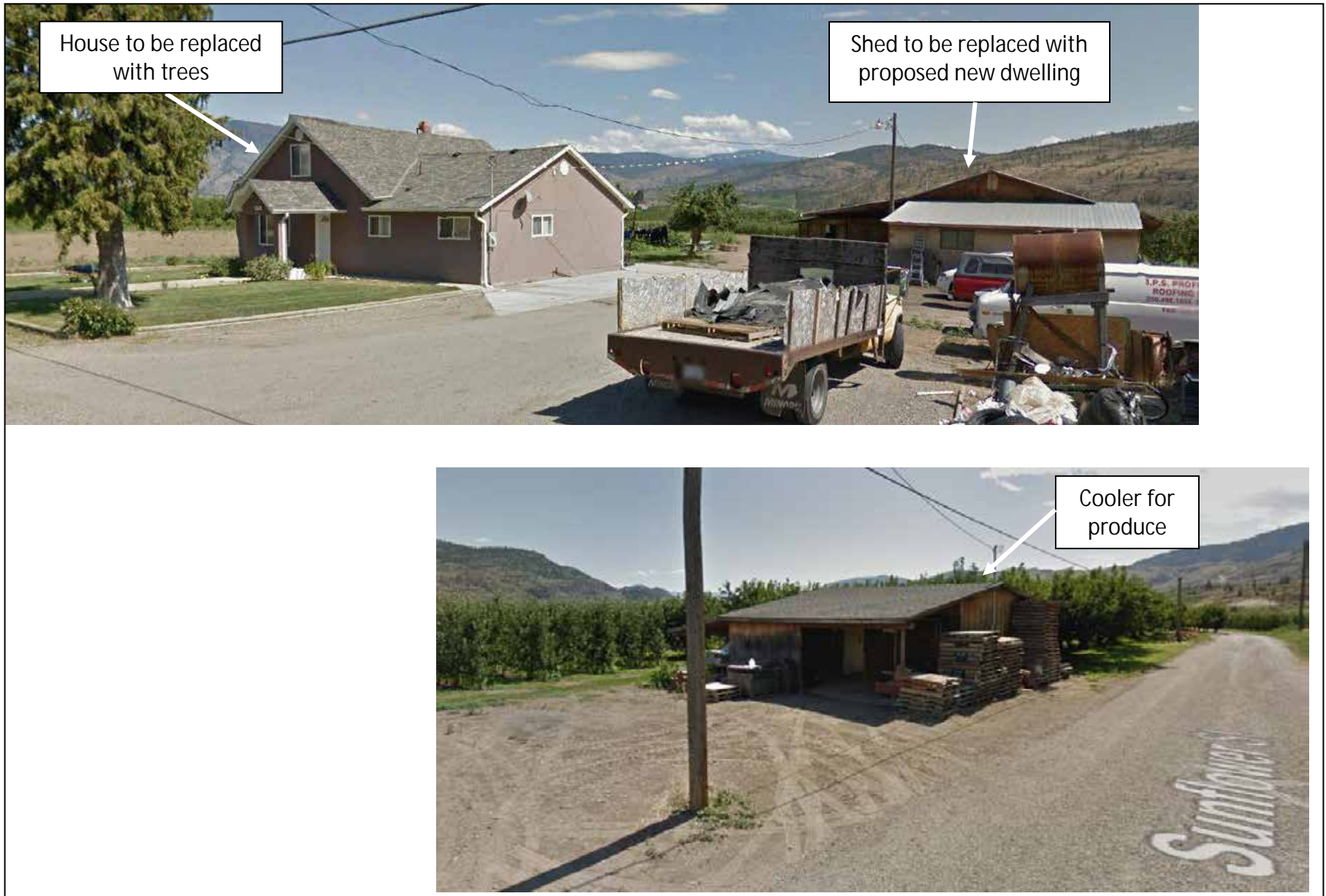
NOTES: Must be printed on 24" x 36" paper to be in scale.

These Plans only for use at:
BRUNO RESIDENCE
11111 1st St
Cher, BC (N05/17)

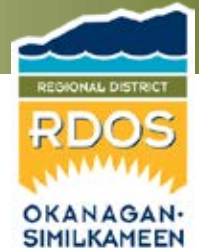
PROJECT:
BRUNO RESIDENCE
11111 1st St
Cher, BC (N05/17)

Custom Drafting & Design ... by Grant

Attachment No. 6 —Site Photos (Google)



ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2020
RE: Liquor and Cannabis Regulation Branch Referral – Electoral Area “D”

Administrative Recommendation:

THAT the RDOS Board of Directors direct staff to forward the following recommendation to the Liquor & Cannabis Regulation Branch (LCRB);

AND THAT in accordance with Section 33(1) of the *Cannabis Control and Licencing Act*, the RDOS Board of Directors recommends support of an application from Sticky Leaf for a proposed non-medical retail cannabis location at Unit 8A, 5350 Highway 97, Okanagan Falls (Lot A, Plan KAP60058, District Lot 2883s, SDYD), for a Non-medical Cannabis Retail Licence with operating hours from 9:00 am to 11:00 pm seven days a week;

AND FURTHER THAT the RDOS Board of Directors comments are as follows:

- i) The proposed store is located in the General Commercial (C1) and the use is permitted in the C1 zone.
 - ii) No significant negative impact on the community is anticipated if the application is approved.
 - iii) The Board provided opportunity for residents to provide their views on the licence application. Public notice indicating that the Board would accept written comments on the application until June 5, 2020 was published in the Penticton Western News on May 13, 2020 and May 20, 2020, published on Castanet from May 13 to May 15, 2020, posted on the municipal web site from May 1, 2020, were mailed to owners and tenants within 100 metres of the subject parcel on May 8, 2020. Further, a notification sign was posted on the store front at Unit 8A, 5350 Highway 97 from April 28, 2020 until the Board considered the application on August 6, 2020.
 - iv) The views of the residents were considered by the Board and attached to the agenda of August 6, 2020 Regular Board meeting or delivered as late items if correspondence was received after the agenda was published.
-

Purpose: To obtain a Non-Medical Cannabis Retail Store licence

Owners: Mountain Enterprises Ltd. Applicant: Sticky Leaf Folio: D-00890.010

Civic: Unit 8A, 5350 Highway 97 Legal: Lot A, Plan KAP60058, District Lot 2883s, SDYD

OCP: Town Centre (TC) Zone: General Commercial (C1)/Okanagan Falls Town Centre (OFTC)

Proposed Development:

An application to the Liquor and Cannabis Regulation Branch (LCRB) for a Non-Medical Cannabis Retail Store (CRS) licence, whereby under Section 33(1) of the *Cannabis Control and Licencing Act* the

LCRB is prevented from issuing a CRS licence without a positive recommendation from the local government.

Specifically, the applicant is seeking LCRB approval to operate a 116 m² cannabis retail store within an existing commercial building, with operating hours from 9:00 a.m. to 11:00 p.m., seven days a week.

Site Context:

The subject property is approximately 1.2 ha in area and is situated on the north side of Highway 97 (9th Avenue) and currently contains a commercial shopping centre with multiple retail units. The surrounding pattern of development is characterised by commercial and multi-family dwelling properties along Highway 97.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on September 18, 1997, while available Regional District records indicate that a building permit(s) for a shopping centre commercial building (1997) and multiple tenant improvements and signage (1999, 2000, 2003, 2016).

Under the Electoral Area "D" Official Community Plan (OCP) Bylaw No. 2603, 2013, the subject property is currently designated Town Centre (TC), and is also situated within the Okanagan Falls Town Centre Commercial Development Permit Area.

Under the Electoral Area "D" Zoning Bylaw No. 2455, 2008, the property is split zoned Okanagan Falls Town Centre (OFTC) and General Commercial (C1). The proposed cannabis retail store is located entirely within the C1 zone, wherein general retail stores are permitted.

At its meeting of August 16, 2018, the Planning and Development (P&D) Committee of the Regional District Board resolved to "direct staff to consider the retail sales of cannabis as a retail use permitted in any zone where retail uses are listed."

In accordance with Schedule 9 of *Development Procedures Bylaw No. 2500, 2011*, when a Cannabis Retail Store Licence application is received and retail sales are permitted on the subject property, public consultation process is to be completed prior to Board consideration of the application. Based upon feedback received as part of this process, the Board will decide if additional consultation is required and direct that a public hearing be scheduled.

BC Assessment has classified the property as Business and Other (06).

Public Process:

Public consultation, in accordance with Schedule 9 of *Development Procedures Bylaw No. 2500, 2011*, included a 28-day period for written comments to be received. Based upon feedback received as part of this process, the Board may decide that additional consultation is required and direct that a public hearing be scheduled.

Due to the provincial state of emergency declaration in relation to COVID-19 and subsequent cancellation of Commission meetings, Area "D" APC members were invited to comment individually on the application prior to Board consideration.

At its meeting of June 18, 2020, the Regional District Board resolved to refer the application to the Area "D" APC for an in-person meeting.

At its meeting of July 14, 2020, the Electoral Area "D" Advisory Planning Commission (APC) resolved to recommend to the RDOS Board that the subject development application be approved.

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

Analysis:

In considering this proposal, Administration notes that a cannabis retail store is a permitted use in the General Commercial (C1) zone as cannabis retail is considered a retail use. As such, the proposed location is consistent with Board direction to permit cannabis retail in any zone in which retail sales are listed as a permitted use.

Further, this application aligns with the objectives of the Town Centre in the Electoral Area "D" OCP Bylaw, which supports the creation of a resilient and diverse commercial base that provides a diversity of shopping, dining, entertainment and employment opportunities for local residents.

As the cannabis retail store is to be contained within an existing commercial building, there are no further zoning considerations for this proposal.

Administration acknowledges that Okanagan Falls is a small community where general retail services are limited and local retail services include two liquor stores and one retail cannabis store. The community has also been impacted by the closure of the local grocery store.

In response to comments regarding the need or appropriateness of a second cannabis retail store in Okanagan Falls, the Okanagan Falls Town Centre is intended to support a diverse commercial base, which can include multiple businesses of the same type as well as a wide variety of businesses. An additional store helps support the commercial base in the OFTC.

In response to the proposed cannabis retail store being adjacent to residential units, parks, and the library, and not fitting with the other existing commercial tenants, the C1 and OFTC zones are meant to allow for a broad range of commercial uses within this area.

Further, there are no separation regulations for cannabis retail stores to parks, schools, residences or any other uses, and the Okanagan Falls Town Centre has an approved cannabis retail store location less than 200 metres from the proposed location.

Conversely, cannabis retail stores in general may not be seen by some members of the community as the positive growth that Okanagan Falls is trying to encourage and could be a deterrent in attracting economic development or residents to the community if cannabis retailers are clustered within a small service area.

Given the above, it is Administration's recommendation to support the application.

Alternatives:

1. THAT the RDOS Board of Directors recommends that the subject development application be deferred to allow for additional consultation in the form of a public hearing;

AND THAT a public hearing be scheduled for the Regional District Board meeting of September 3, 2020;

AND THAT staff give notice of the public hearing in accordance with Development Procedures Bylaw No. 2500, 2011.

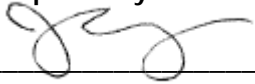
2. THAT the RDOS Board of Directors direct staff to forward the following recommendation to the Liquor & Cannabis Regulation Branch (LCRB);

AND THAT in accordance with Section 33(1) of the *Cannabis Control and Licencing Act*, the RDOS Board of Directors recommend denial of an application from Sticky Leaf for a proposed non-medical retail cannabis location at Unit 8A, 5350 Highway 97, Okanagan Falls (Lot A, Plan KAP60058, District Lot 2883s, SDYD), for a Non-medical Cannabis Retail Licence with operating hours from 9:00 am to 11:00 pm seven days a week;

AND FURTHER THAT the RDOS Board of Directors comments are as follows:

- i) *TBD*

Respectfully submitted:



JoAnn Peachey, Planner I

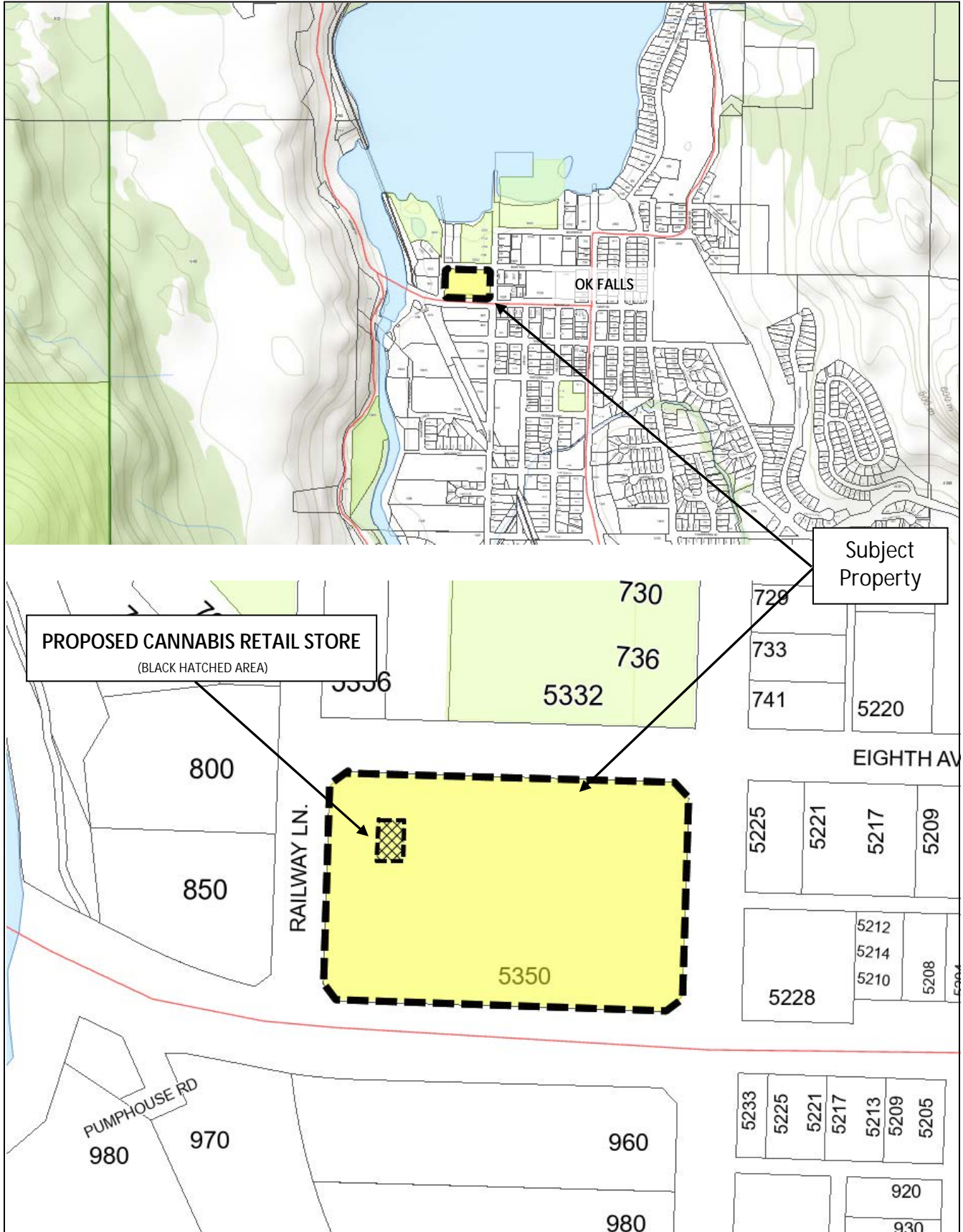
Endorsed By:



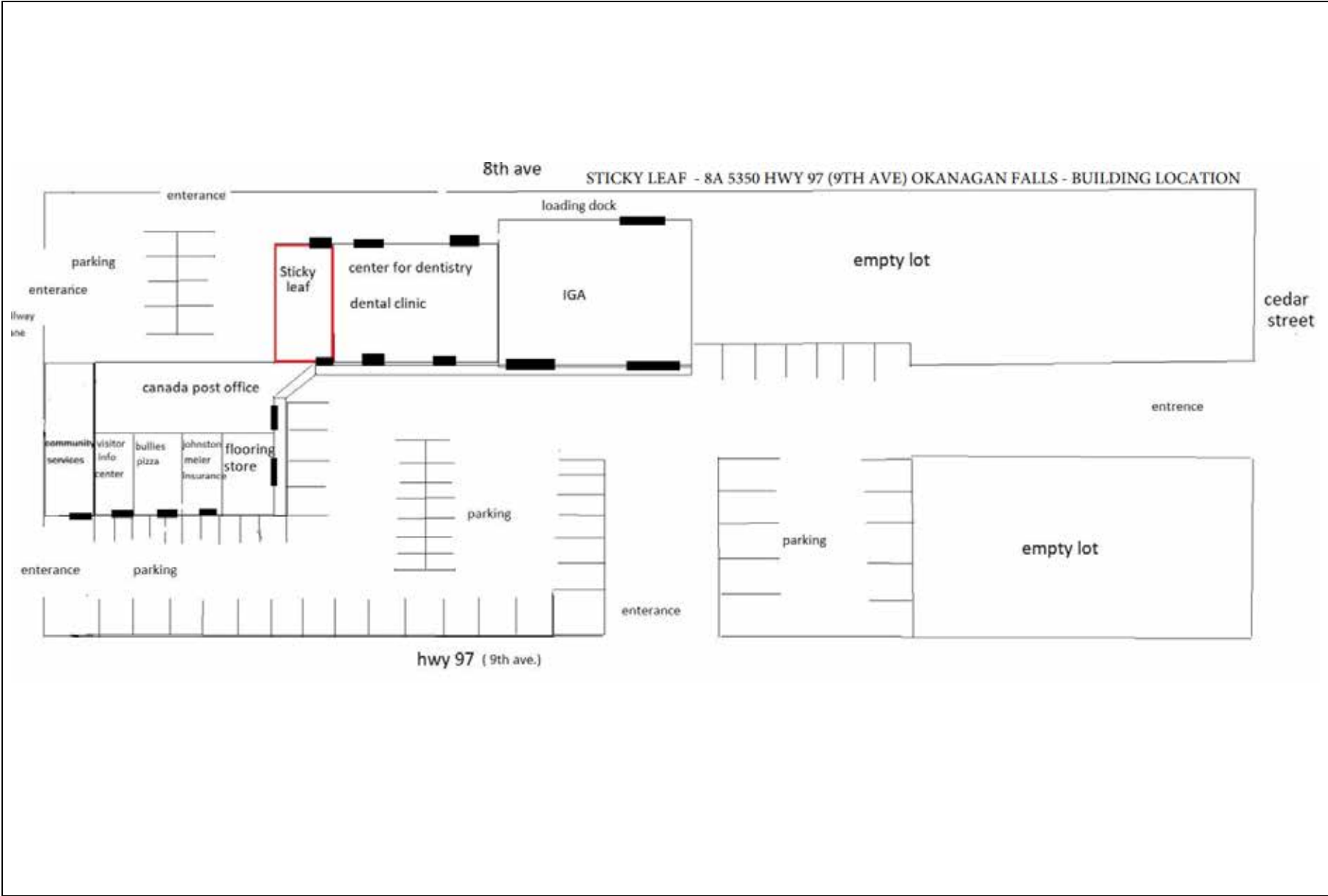
C. Garrish, Planning Manager

Attachments: No. 1 – Context Maps
No. 2 – Applicant’s Site Plan
3 – Site Photo (May 2020)

Attachment No. 1 – Context Maps



Attachment No. 2 – Applicant’s Site Plan



Attachment No. 3 – Site Photo (May 2020)



COMMENTS RECEIVED

Previously viewed at

June 18th, 2020 Board Meeting



Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen

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

TO: Regional District of Okanagan Similkameen

FILE NO.: D2019.014-LCRB

FROM: Name: Doug & Jean Crozier
(please print)

Street Address: _____ OK Falls

RE: LCRB Application (Cannabis Retail Store Licence)
Unit 8A 5350 Highway 97, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- I do support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97
- I do support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at Unit 8A 5350 Highway 97

All written submissions will be considered by the Regional District Board

You already approved, one shop in OK Falls
Why do we need two or even one
we need a grocery store.

So - having two cannabis retail stores
in OK Falls and ever to have them
1/2 block apart is out of control.

Feedback Forms must be submitted to the Regional District office prior to June 5, 2020.
All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the Freedom of Information and Protection of Privacy Act (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. 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.



Feedback Form

Regional District of Okanagan Similkameen

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

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2019.014-LCRB

FROM: Name: Delarrie Fraser
(please print)

Street Address: _____

RE: **LCRB Application (Cannabis Retail Store Licence)**
Unit 8A 5350 Highway 97, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

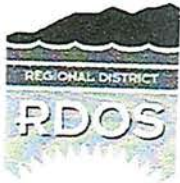
- I do support the proposed cannabis retail store licence at **Unit 8A 5350 Highway 97**
- I do support the proposed cannabis retail store licence at **Unit 8A 5350 Highway 97**, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at **Unit 8A 5350 Highway 97**

All written submissions will be considered by the Regional District Board

I do NOT support having more than one Cannabis retail store in our small town. It is bad enough that we have "multiple" liquor outlets! Is this all we are here. Also, it makes it hard for small business owners if they are all the same category + have to compete with each other for a living

Feedback Forms must be submitted to the Regional District office prior to **June 5, 2020**.
All representations will be made public when they are included in the Board Agenda.

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Feedback Form

Regional District of Okanagan Similkameen

OKANAGAN-SIMILKAMEEN

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

TO: Regional District of Okanagan Similkameen

FILE NO.: D2019.014-LCRB

FROM: Name:

Lorna Haslow

(please print)

Street Address:

OK Falls

RE: LCRB Application (Cannabis Retail Store Licence)
Unit 8A 5350 Highway 97, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- I do support the proposed cannabis retail store licence at **Unit 8A 5350 Highway 97**
- I do support the proposed cannabis retail store licence at **Unit 8A 5350 Highway 97**, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at **Unit 8A 5350 Highway 97**

All written submissions will be considered by the Regional District Board

We do not need a second Cannabis store in this size of town. I also have a business in the same location and was promised that no such business would be at this location. We have enough issues with rift raft hanging around and do not need it in this location. This would not go well.

Please do not approve

Feedback Forms must be submitted to the Regional District office prior to **June 1, 2020**.
All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. 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.

From: Julie LaChapelle <
Sent: May 13, 2020 10:19 AM
To: JoAnn Peachey <jpeachey@rdos.bc.ca>
Subject: Re: RE: Cannabis retail store Okanagan Falls

Okey dokey...☐. Thank you for clarifying that for me. I have no objections (should be a "happy" town) It's interesting that we can't sustain a restaurant or grocery store, but, investors believe that this small predominantly senior town can keep 2 cannabis retailers liquid.

Sent: Tuesday, May 12, 2020 at 3:08 PM
From: "JoAnn Peachey" <jpeachey@rdos.bc.ca>
To: "Julie LaChapelle" <
Subject: RE: Cannabis retail store Okanagan Falls

Hi Julie,

Thanks for your email.

The location on the notice is for a proposed cannabis retail store licence at Unit 8A, 5350 Highway 97. This is in the shopping complex (blue star shown below). The proposal at Unit 8A, 5350 Highway 97 is the second retail cannabis store application in Okanagan Falls (Sticky Leaf).

There is an approved cannabis retail store (Green Light Cannabis), located next to the gas station at 5212 9th Ave (Highway 97).



I hope this helps clarify the locations.

Regards,



JoAnn Peachey • Planner I

Regional District of Okanagan-Similkameen

101 Martin Street, Penticton, BC V2A 5J9

p. 250.490.4384 • tf. 1.877.610.3737 • f. 250.492.0063

ipeachey@rdos.bc.ca • [RDOS](#)

From: Julie LaChapelle [
Sent: May 12, 2020 2:28 PM
To: Planning <planning@rdos.bc.ca>
Subject: Cannabis retail store Okanagan Falls

Good day

Received your notice today and am a little confused.

I have no issue with this store opening.

My confusion is the location you have on the notice. According to your map and address it says the store will be opening in the small mall that has the Bullies Pizza. If this is the location then why is there a store set up and store front signage next to the gas station at 5228.

Please look into this and advise me what the location will be.
Thankyou

Julie LaChapelle

From: Diane Schlamp >
Sent: May 13, 2020 3:26 PM
To: JoAnn Peachey <jpeachey@rdos.bc.ca>
Subject: Cannabis Store in OkFalls

Good afternoon JoAnne;

I am not sure of the process the RDSO goes through to accept new businesses into the area. My concern which stems back to the day when we had three liquor stores in this little village. Two remain to date and now I see that there has been a plan for another cannabis store only a block from another one that I believe has been approved. Is there really a need for two within a block in this small village? This should not even be considered. We haven't even got a grocery store but have lots of booze and weed coming. How are we to encourage families, retirees and small businesses into this town, here that would be of a benefit to everyone?

Diane Schlamp

From: Malcolm Paterson
Sent: May 21, 2020 5:00 PM

Subject: Re: Recent cannabis application

I have found this application difficult to adjudicate as there is precious little of substance on which to base a decision.

The RDOS P&D administration recommends that the application be supported since "retail sales of cannabis are a permitted use in the General Commercial (C1) zone where it is to be located."

The referenced *Local Governments' Role in Licensing Non-Medical Cannabis Retail Stores* document states that "if the local government chooses to make a ... recommendation on the licensee's application to the LCRB, it must gather the views of residents. I would surmise that we, as members of the APC, are considered a part of the residents-gathering process. In that regard, the views of OK residents in general and those near the General Commercial (C1) zone in particular are paramount as they have much more 'skin in the game' that I do living in Heritage Hills. Some may be opposed, for example, for concerns that the presence of a cannabis retail store may be a future deterrent in attracting a grocery store at the nearby site vacated by the IGA. I assume their collective views will be aggressively sought and weighed heavily in the RDOS' final recommendation.

Under Floor Plans in the aforementioned document, "Applicants must submit a floor plan with their licence application for approval so the LCRB can identify store features such as sales, storage and delivery areas." Unless I overlooked it, no such plans were submitted in the application.

While I can fully understand the reasoning of Gerry and others in voting against approval of the application on the grounds that OK Falls does not need a second cannabis retail store, first we need to make sure that the first one, Green Leaf, is still operational as its website indicates that the store is permanently closed. Does that mean new ownership is being sought or the owners have suspended operations indefinitely.

I, as do several others, have serious misgivings concerning the way in which we are deliberating during these COVID-19 times. A virtual interview could have cleared up some of the issues raised above, not to mention enable us to evaluate better the preparedness of the applicant to run a retail store with best practices in place to promote the health and well-being of the general public.

TO: Regional District of Okanagan Similkameen FILE NO.: D2019.014-LCRB

FROM: Electoral Area "D" APC Member Name:

G. Stewart

(please print)

DATE: May 19, 2020

RE: Liquor and Cannabis Regulation Branch

Unit 8A-5350 Highway 97 — Lot A, Plan KAP60058, District Lot 2883s, SDYD

My comments / concerns are:

- I do support the proposed cannabis retail store on the subject parcel.
- I do support the proposed cannabis retail store on the subject parcel, subject to the comments listed below.
- I do not support the proposed cannabis retail store on the subject parcel.

I do not support this application and will vote no if it comes to our APC. Okanagan Falls already has one cannabis outlet and does not need a second. Also, OK Falls already has two liquor outlets We do not need more sources of booze and drugs, even if they are legal. What we need are types of businesses that will attract people wishing to make Okanagan Falls their home. A grocery store would be a good start. Additionally, I hope the RDOS Board will not take advantage of the lack of meetings to push through controversial applications – like the proposed recent application to remove land from the ALC on Vaseux Lake

LLAP
JS

Although I was away when the Green Leaf application was reviewed, I read it retrospectively and was impressed with the general quality of the application.

Regrettably, I have no such assurance in this case.

In closing, I have serious reservations regarding this application as it currently stands and vote 'no'. Even if the Green Leaf has gone out of business, I would want to hear more about the application's operational plans to change my vote.

Mac Paterson

From: Kurthiebert

Sent: May 23, 2020 10:02 AM

To: Malcolm Paterson

Cc: ALMIRA NUNES Gerry Stewart JoAnn Peachey <jpeachey@rdos.bc.ca>; Bob Pearce Don Allbright, Doug Lychak Shona Schleppe Jill Adamson, >; Navid Chaudry Sue Gibbons <sgibbons@rdos.bc.ca>; Ron Obirek <rjobirek@icloud.com>; Norm Gaumont, <Kelvin Hall, Nancy Wigley <nwigley@rdos.bc.ca>; Alf Hartviksen, >

Subject: Re: Recent cannabis application

I really appreciate your response Mac, well deliberated.
Kurt Hiebert

On May 21, 2020, at 5:00 PM, Malcolm Paterson wrote:

I have found this application difficult to adjudicate as there is precious little of substance on which to base a decision.

The RDOS P&D administration recommends that the application be supported since "retail sales of cannabis are a permitted use in the General Commercial (C1) zone where it is to be located."

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I, as do several others, have serious misgivings concerning the way in which we are deliberating during these COVID-19 times. A virtual interview could have cleared up some of the issues raised above, not to mention enable us to evaluate better the

preparedness of the applicant to run a retail store with best practices in place to promote the health and well-being of the general public.

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Mac Paterson

From: ALMIRA NUNES
Sent: May 20, 2020 11:14 AM
To: Gerry Stewart
Subject: Re: Recent cannabis application

Hi to All —

I am in full agreement with Gerry on this application — I'd also like to add that I find this process difficult in the absence of discussion that would occur at our meetings.

Almira Nunes

From: "Gerry Stewart"
To: "Bob Pearce" "Don Allbright, < "Doug Lychak" < "Shona Schleppe" < "Jill Adamson, < "Navid Chaudry" < "Sue Gibbons" <sgibbons@rdos.bc.ca>, "Ron Obirek" <rjobirek@icloud.com>, "Norm Gaumont, >, "Malcolm Paterson, "Kurtis Hiebert, >, "Kelvin Hall, "Nancy Wigley" <nwigley@rdos.bc.ca>, "Alf Hartviksen, < "Almira & Florian Nunes" <
Sent: Tuesday, May 19, 2020 10:32:39 AM
Subject: Recent cannabis application

Hello APC members, this is my response to the request for feedback. Additionally, I found the form very difficult to use

I do not support this application and will vote no if it comes to our APC. Okanagan Falls already has one cannabis outlet and does not need a second. Also, OK Falls already has two liquor outlets We do not need more sources of booze and drugs, even if they are legal. What we need are types of businesses that will attract people wishing to make Okanagan Falls their home. A grocery store would be a good start. Additionally, I hope the RDOS Board will not take advantage of the lack of meetings to push through controversial applications – like the proposed recent application to remove land from the ALC on Vaseux Lake .

LLAP
JS

JoAnn Peachey

From: Gerry Stewart <gerstew@shaw.ca>
Sent: May 24, 2020 7:08 PM
To: Alf Hartviksen
Cc: Doug Lychak; Kelvin Hall; Ron Obirek; Jill Adamson; Don Allbright; Navid Chaudry; Norm Gaumont; Kurtis Hiebert; Almira Nunes; Malcolm Paterson; Christopher Garrish; Sue Gibbons; Robin Irwin; JoAnn Peachey
Subject: Re: LCRB referral for Unit 8A - 5350 Highway 97

Follow Up Flag: Follow up
Flag Status: Completed

A good conversation. Just make sure that the comments reach Donna and Bill. Also I had no idea that my original comment would result in such a long and detailed discussion. It is truly gratifying to see such commitment to Area D. Don't forget to preserve this email trail - FOA requirements

LLAP
JS

On May 24, 2020, at 6:40 PM, Alfred Hartviksen <ahartviksen@shaw.ca> wrote:

This application appears to meet planning criteria; i.e. zoning, OCP, Town Centre Plan, etc., that the APC might consider. Malcom's comments hit the nail on the head.

Personally I too object to another such facility in our small community; and vote 'no'. However, I see not why APC involvement is appropriate and my personal opinions seem beyond the APC's mandate. I think that broader community input should be sought? Regards, Alf

From: Kurtis Hiebert
Sent: Saturday, May 23, 2020 10:02 AM
To: Malcolm Paterson
Cc: Almira Nunes; Gerry Stewart; JoAnn Peachey; Bob Pearce; Don Allbright; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Kelvin Hall; Nancy Wigley; Alf Hartviksen
Subject: Recent cannabis application

I really appreciate your response Mac, well deliberated. Kurt Hiebert Sent from my iPhone

From: Malcolm Paterson
Sent: Thursday, May 21, 2020 5:00 PM
To: Almira Nunes; Gerry Stewart; JoAnn Peachey
Cc: Bob Pearce; Don Allbright; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Kurtis Hiebert; Kelvin Hall; Nancy Wigley; Alf Hartviksen
Subject: Recent cannabis application

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Mac Paterson

From: Kurtis Hiebert
Sent: Wednesday, May 20, 2020 12:09 PM
To: Almira Nunes
Cc: Gerry Stewart; Bob Pearce; Don Allbright;; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kelvin Hall; Nancy Wigley; Alf Hartviksen
Subject: Recent cannabis application

I am missing the constructive debate that takes place at our meetings. I'm in favor of reconvening. I'm having a hard time not supporting any business that wishes to establish itself in Ok Falls, however some diversity would be nice. Kurt Sent from my iPhone

From: Almira Nunes
Sent: Wednesday, May 20, 2020 11:14 AM
To: Gerry Stewart
Cc: Bob Pearce; Don Allbright; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kurtis Hiebert; Kelvin Hall; Nancy Wigley; Alf Hartviksen
Subject: Recent cannabis application

Hi to All --- I am in full agreement with Gerry on this application -- I'd also like to add that I find this process difficult in the absence of discussion that would occur at our meetings. Almira Nunes

From: Gerry Stewart
Sent: Tuesday, May 19, 2020 6:28 PM

To: Norm Gaumont
Cc: Kelvin Hall; Don Allbright; Bob Pearce; Doug Lychak; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Malcolm Paterson; Kurtis Hiebert; Nancy Wigley; Alf Hartviksen; Almira Nunes
Subject: Recent cannabis application
Thanks for everyone's comments. I hope everyone has returned the feed back form to JoAnn
PS. Shona should be deleted from the addresses - she has retired from RDOS - my error LLAP JS

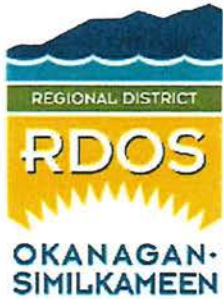
From: Norm Gaumont
Sent: Tuesday, May 19, 2020 6:01 PM
To: Kelvin Hall; Don and Pat Allbright
Cc: Gerry Stewart; Bob Pearce; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Malcolm Paterson; Kurtis Hiebert; Nancy Wigley; Alf Hartviksen; Almira Nunes
Subject: Recent cannabis application
I agree that is not what Okanagan Falls needs!! It would be nice if we could meet through skype or zoom to discuss these issues and then we can go back and write one report for the group based on our collective discussions. Doing this in isolation doesn't make much sense since collectively we have much more expertise. Norm Gaumont

From: Kelvin Hall
Sent: Tuesday, May 19, 2020 5:46 PM
To: Don Allbright
Cc: Gerry Stewart; Bob Pearce; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kurtis Hiebert; Nancy Wigley; Alf Hartviksen; Almira Nunes
Subject: Recent cannabis application
Fully agree with Gerry's comments. No, No, No Regards Kelvin Cell: 250 462-8376 E-mail: va7kph@shaw.ca via iPhone 8+

From: Don Allbright
Sent: Tuesday, May 19, 2020 11:32 AM
To: Gerry Stewart
Cc: Bob Pearce; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kurtis Hiebert; Kelvin Hall; Nancy Wigley; Alf Hartviksen; Almira Nunes
Subject: Recent cannabis application
I have just sent in my reply re cannabis application. I have since opened Jerry Stewart's comments. I would like to state that I agree with him wholeheartedly. Don Sent from my iPad

From: Gerry Stewart
Sent: Tuesday, May 19, 2020 10:33 AM
To: Bob Pearce; Don Allbright; Doug Lychak; Shona Schleppe; Jill Adamson; Navid Chaudry; Sue Gibbons; Ron Obirek; Norm Gaumont; Malcolm Paterson; Kurtis Hiebert; Kelvin Hall; Nancy Wigley; Alf Hartviksen; Almira Nunes
Subject: Recent cannabis application
Hello APC members, this is my response to the request for feedback. Additionally, I found the form very difficult to use
I do not support this application and will vote no if it comes to our APC. Okanagan Falls already has one cannabis outlet and does not need a second. Also, OK Falls already has two liquor outlets We do not need more sources of booze and drugs, even if they are legal. What we need are types of businesses that will attract people wishing to make Okanagan Falls their home. A grocery store would be a good start. Additionally, I hope the RDOS Board will not take advantage of the lack of meetings to push

through controversial applications – like the proposed recent application to remove land from the ALC
on Vaseux Lake . LLAP JS
<Mail Attachment.eml>



APC Member Feedback Form

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A-5J9
Tel: 250-492-0237 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2019.014-LCRB

FROM: Electoral Area "D" APC Member Name:
Alfred Hartviksen

DATE: 24 May 2020

RE: **Liquor and Cannabis Regulation Branch**
Unit 8A-5350 Highway 97 — Lot A, Plan KAP60058, District Lot 2883s, SDYD

My comments / concerns are:

- I do support the proposed cannabis retail store on the subject parcel.
- I do support the proposed cannabis retail store on the subject parcel, subject to the comments listed below.
- I do not support the proposed cannabis retail store on the subject parcel.

HOWEVER:

This application appears to meet planning criteria; i.e. zoning, OCP, Town Centre Plan, etc., that the APC might consider.

Personally I object to another such facility in our small community; and vote 'no'. However, I see not why APC involvement is appropriate and my personal opinions seem beyond the APC's mandate.

I think that broader community input should be sought?

Lauri Feindell

Subject:

FW: Recent cannabis application

From: Norm & Michele <

Sent: May 24, 2020 11:50 AM

To: Malcolm Paterson <ALMIRA NUNES < Gerry Stewart <>; JoAnn Peachey <jpeachey@rdos.bc.ca>

Cc: Bob Pearce <>; Don Allbright, < Doug Lychak < Jill Adamson, <>; Navid Chaudry < Sue Gibbons

<sgibbons@rdos.bc.ca>; Ron Obirek <rjobirek@icloud.com>; Kurtis Hiebert, <>; Kelvin Hall, Va7kph@shaw.ca Nancy Wigley <nwigley@rdos.bc.ca>

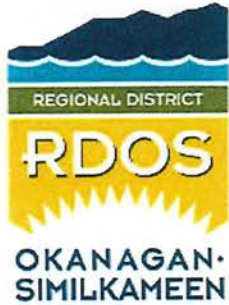
Subject: RE: Recent cannabis application

Good morning,

Since there is already a cannabis store and liquor establishments in the area and the process allows for public consultation, I would also recommend that a public forum take place to give an opportunity for individuals living in Okanagan Falls to provide their input on this development. This will allow the RDOS to better gauge the level of public support for another cannabis and liquor establishment. I would recommend notifying home owners and neighbouring businesses of a pending public forum by sending a notice through the mail and through the local media. This forum could be used to get people's thoughts on the type of future developments they would like to see for their community. I do believe in having more commercial establishments in Okanagan Falls but at the same time I don't believe the community wants to become known for having only liquor and cannabis stores.

On a final note I also would like to stress the importance of putting in place an ability for the APC to properly consult through the internet (Skype or Zoom) or simply having a meeting where we are 6 feet apart. The Province is opening up establishments and I believe having meetings at least with APC members and the applicants is required if we are to properly provide consultation to the RDOS. I feel the present process really does not work well and hinders our ability to share our expertise and thoughts and come up with one well articulated submission.

Norm Gaumont



APC Member Feedback Form

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A-5J9
Tel: 250-492-0237 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2019.014-LCRB

FROM: Electoral Area "D" APC Member Name:
_____ Norbert Gaumont _____
(please print)

DATE: _____ 5/25/2020 _____

RE: **Liquor and Cannabis Regulation Branch**
Unit 8A-5350 Highway 97 — Lot A, Plan KAP60058, District Lot 2883s, SDYD

My comments / concerns are:

- I do support the proposed cannabis retail store on the subject parcel.
- X I do support the proposed cannabis retail store on the subject parcel, subject to the comments listed below.
- I do not support the proposed cannabis retail store on the subject parcel.

Since there is already a cannabis store and liquor establishments in the area and the process allows for public consultation, I would recommend that a public forum take place to give an opportunity for individuals living in Okanagan Falls to provide their input on this development. This will allow the RDOS to better gauge the level of public support for another cannabis and liquor establishment. I would recommend notifying home owners and neighbouring businesses of a pending public forum by sending a notice through the mail and through the local media. This forum could be used to get people's thoughts on the type of future developments they would like to see for their community. I do believe in having more commercial establishments in Okanagan Falls but at the same time I don't believe the community wants to become known for having only liquor and cannabis stores.

On a final note I would like to stress the importance of putting in place an ability for the APC to properly consult through the internet (Skype or Zoom) or simply having a meeting where we are 6 feet apart. The Province is opening up establishments and I believe having meetings at least with APC members and the applicants is required if we are to properly provide consultation to the RDOS. I feel the present process really does not work well and hinders our ability to share our expertise and thoughts and come up with one well-articulated submission.

Norm Gaumont

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. 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

Subject:

FW: LCRB referral for Unit 8A - 5350 Highway 97

From: Jill >

Sent: May 25, 2020 2:37 PM

To: Gerry Stewart <>; Alf Hartviksen <>; Cc: Doug Lychak >; Kelvin Hall < Ron Obirek >; Don Allbright <>; Navid Chaudry Norm Gaumont < Kurtis Hiebert < Almira Nunes < Malcolm Paterson <>; Christopher Garrish <cgarrish@rdos.bc.ca>; Sue Gibbons <sgibbons@rdos.bc.ca>; Robin Irwin <rirwin@rdos.bc.ca>; JoAnn Peachey <jpeachey@rdos.bc.ca>

Subject: RE: LCRB referral for Unit 8A - 5350 Highway 97

Great conversation everyone, I also miss our discussions. I would prefer other kinds of businesses to open up in Okanagan Falls, but when another cannabis, or liquor store for that matter make an application to locate here and adhere to all zoning and licensing requirements, I don't feel comfortable saying no (as an APC member) based on my personal feelings. (Full disclosure; I'm a party pooper who does not drink or use drugs but don't feel I have the right to prevent those who want to). I also want to be cautious about making assumptions about who the clients are for these stores, and why my first response was to feel it is a negative reflection on our community. I find it interesting that no seems to think there are too many wineries in the area and suspect the same judgements aren't applied to their product, or to people who buy wine by the caseload. I believe, anecdotally, that there are many seniors or people on disability currently using cannabis for health reasons, and others who enjoy the relaxation it brings them after a long day, in much the same way people enjoy wine.

I've been reflecting on why cannabis was legalized; it was an effort to neutralize the illegal drug trade, allow people to use it for medical reasons, and attain the ability to tax the sale of cannabis. There have been glitches in the system and hopefully the supply chain model will improve so that people who buy from retail stores do not have to pay more than they would from the guy down the street. Presumably the new applicants have done a market analysis and feel they can make a go of it even with a competitor close by. (Hopefully they have also considered "the guy down the street" as their biggest competition.)

In our meeting regarding the Green Leaf application I think we were all impressed by the calibre of the application and left feeling reassured the owners would adhere to all licensing and legal requirements of them. It sounded like they had to go through a rigorous through the LCRB. Sounds like the new applicants still have to go through a vetting process which may make our input a moot point.

So, long story short; I will say yes depending on LCRB's further investigation and licensing process.

Warm regards everyone, love this nice soaking rain we are getting.

Jill Adamson

From: Kelvin Hall

Sent: May 25, 2020 3:23 PM

Subject: Re: LCRB referral for Unit 8A - 5350 Highway 97

Reflecting back when I lived in Kaleden in 2015 the local corner store tried to get a liquor license and was turned down as there were two in OK Falls. They were told that if there is a liquor store within a certain distance they would not qualify. My question is how is this new application different?

Regards

Kelvin

Lauri Feindell

Subject:

FW: Attention: JoAnn Peachey

From: Rhonda Martin

Sent: May 27, 2020 4:23 PM

To: Planning <planning@rdos.bc.ca>

Subject: Attention: JoAnn Peachey

Re: Project No. D2019.014-LCRB - Proposed Cannabis Retail Store Licence at Unit 8A, 5350 Highway 97, Okanagan Falls

I am replying to the notice of this Liquor/Cannabis Application at the above location that we received in the mail. We own a condo at 850 Railway Lane, Okanagan Falls.

My concern about this store licence being granted is as follows:

- Is this the SECOND licence being issued for a Cannabis Retail Store in Okanagan Falls? If it is, I am totally not in favour of this being granted. One Cannabis licence is more than sufficient for the population of OK Falls.
- There are a number of concerned residents, myself included, that are wanting to see more positive growth in Okanagan Falls. There is a committee/individuals dedicated to this cause. Our community is suffering because our grocery store has closed. Access to groceries is an example of a more positive and essential business for the community. I should think that the RDOS and the owner of the former grocery store building, would be more concerned about providing a service that is a necessity for the entire population of Okanagan Falls, rather than a Cannabis store for a select few. I realize that every new business initiates some growth, but my personal opinion, is that this is not a "positive" contribution to the community.
- the avenue behind the proposed location of this Cannabis store is used by many children and adults that are on their way to the beach and park, especially from the adjacent condo complexes. I walk this avenue many times in the day to access the beach and in the evening when out visiting friends. I am concerned that this is not the ideal location for a Cannabis store. It should not be located so close to people's homes in the adjacent condo complexes.

Thank you for your consideration in this matter.

Rhonda Martin

From: Don and Pat Allbright
Sent: May 29, 2020 11:39 AM
To: JoAnn Peachey <jpeachey@rdos.bc.ca>
Subject: Re: LCRB referral for Unit 8A - 5350 Highway 97

My concern is not with the application itself that has seemed to meet all the criteria. My concern is how many is enough. We already have two liquor outlets. Could go back to three should the hotel reopen. At the end of the day we could have three liquor and two cannabis stores. All this to get all our drugs but we can't properly buy groceries.

Sent from my iPad

Hi Director Obirek,

The Board made the subsequent resolution at the September 6, 2018 Board meeting, after receiving the Committee minutes of August 16, 2018:

http://www.rdosmaps.bc.ca/min_bylaws/board/Board_Meetings/2018/20180906MINBD.pdf

It then followed that at the September 20, 2018 meeting:

THAT staff be directed to initiate amendments to the Development Procedures Bylaw No. 2500, 2011, and Fees and Charges Bylaw No. 2787, 2018, in order to introduce processing procedures and fees for Cannabis Retail store license referrals from the Liquor and Cannabis Regulations Branch

The procedures outlined in our Development Procedures Bylaw for when a cannabis retail store licence application involves the use of land in which retail sales are a permitted use is to provide notification (including written notices to neighbours, posting on our website and social media, advertising in the newspaper, requiring a notification sign) and minimum comment period of 28 days for the public.

We have completed all of the advertising and the public comment period is scheduled to end on June 5th.

There is also requirement to refer to the APC (however, this requirement is waived during the Provincial State of Emergency). As you know, we have invited individual APC members to provide comments and have received comments from 8 members.

Under our Procedures Bylaw, the next step in the process is to proceed to the Board. If you are interested in further public consultation, the Board can defer the application for a public hearing.

Regards,

<image003.png>

JoAnn Peachey • Planner I
Regional District of Okanagan-Similkameen
101 Martin Street, Penticton, BC V2A 5J9
p. 250.490.4384 • tf. 1.877.610.3737 • f. 250.492.0063
jpeachey@rdos.bc.ca • [RDOS](#)
[FACEBOOK](#) • [YOUTUBE](#) • Sign up for [REGIONAL CONNECTIONS](#)

Lauri Feindell

Subject:

FW: proposed cannabis/liquor outlet location.

From: Eleanor J Walker

Date: June 3, 2020 at 10:42:35 PM PDT

To: Ron Obirek <robirek@rdos.bc.ca>

Subject: proposed cannabis/liquor outlet location.

Good evening, gentlemen;

I do not support the location of the proposed cannabis/liquor outlet in the OK Corral mall.

This is a family and business oriented area. I do not believe that a venture of this nature fits with the existing tenants. These include a medical clinic, dental clinic, post office, service businesses, a restaurant, information centre and economic development office. As well, the mall is adjacent to residential units, parks and the library. None of these offer other than family friendly products and services.

It is my opinion that this is a business that is more suited to being in what might be called the "entertainment" area of the community, i.e., south main street.

To be honest, I do not understand the rationale for another liquor outlet and a second cannabis supplier in Okanagan Falls, but that is neither my focus nor concern.

Thank you for your attention.

E.J. Walker

From: Carolyn Smith

To: Robin Irwin

- Economic Development Coordinator
OK Falls.

Subject: concerning the proposed
Cannabis Retail Store license
at unit 8A, 5350 Hwy 97 Okanagan
Falls.

My concerns are:

- This is the second license
being issued for a Cannabis
Retail store in Okanagan Falls.

- With our population, it does
not make sense.

- Many of us, myself included
would like to see more positive
growth in OK Falls.

- this is not a positive contribution
to our community.

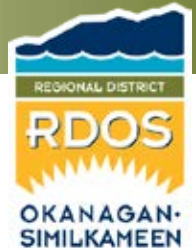
- The number one concern I and
many others have is the
location. Many children and
adults walk near and by
this location to go to the beach
and park, especially from the
condo complexes across the
street.

Please, please consider this decision
carefully:

Thank you

Carolyn Smith

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2020
RE: Petition to Enter Service Areas – Electoral Area “E”

Administrative Recommendation:

THAT Bylaw No. 1618.02, 2020, Naramata Street Lighting Local Service Establishment Amendment Bylaw be denied;

AND THAT Bylaw No. 2896, 2020, Naramata Water System Local Service Establishment Amendment Bylaw be denied;

AND THAT Bylaw No. 2190.08, 2020, Campbell Mountain Landfill Solid Waste Collection and Drop-Off Service Establishment Amendment Bylaw be denied.

Purpose: To extend Street Lighting, Water System and Solid Waste Collection service areas to parcels in Naramata

Owners: Naramata Benchland Properties Ltd Agent: Brad Elenko (McElhanney)

Legal: Lots 3-5, Plan EPP60812, District Lot 2711, SDYD; and Lot A, Plan KAP59640, District Lot 3474, SDYD

Civic: 3440, 3498, 3580 & 3690 Arawana Forestry Road Folio: E-07171.100/.400/.500/.600

OCP: part Large Holdings (LH); and (SH) Zone: part Resource Area Site Specific (RAs); and part Small Holdings Five Site Specific (SH5s)

Purpose:

The applicant has submitted three (3) petition requests to the Regional District relating to the provision of Street Lighting, Water System and Solid Waste Collections services to various parts of the subject properties (see Attachment Nos. 2, 3 & 4).

In support of the request to extend the water service area, the applicant has stated that a campground could be developed on these lands and would require a source of potable water.

On the request to extend the solid waste pick-up service area, the applicant has stated that due to the current zoning allowing up to five dwellings to be constructed per parcel (i.e. 1 principal and up to 4 accessory dwellings) this level of density warrants the provision of garbage collection.

Finally, on the request to extend the street lighting service area, the applicant has indicated that a design has been prepared for the extension of a publically dedicated road through all of the subject parcels and, which they would like to be lighted.

Site Context:

The Naramata Benchland Properties Limited holdings that are the subject of this service area request comprises four separate parcels:

- 3498 Arawana Road (Lot 3, Plan EPP60812, District Lot 2711, SDYD);
- 3440 Arawana Road (Lot 4, Plan EPP60812, District Lot 2711, SDYD);
- 3580 Arawana Forestry Road (Lot 5, Plan EPP60812, District Lot 2711, SDYD); and
- 3690 Arawana Forestry Road (Lot A, Plan KAP59640, District Lot 3474, SDYD).

Together, these parcels represent a land area of 125.94 ha (Lot 3 at 14.4 ha, Lot 4 at 47.1 ha, Lot 5 at 44.2 ha and Lot A at 20.24 ha).

These lands are seen to be relatively un-developed with the exception of an existing single detached dwelling and related accessory structures at 3498 Arawana Road. Access to 3580 & 3690 Arawana Forestry Road is, as the civic address indicates, via a forestry service road.

The surrounding pattern of development to the east is largely comprised of undeveloped Crown land and residential development to the west.

Background:

Historically, the subject parcels were part of the Blackwell Stores Limited development and, in 2006, a 295 parcel subdivision to be completed over eleven (11) phases was proposed. This involved the subject parcels as well as additional lands to the east. This development was opposed by the community and subsequently withdrawn by the proponent.

In the intervening years, the proponent has put forward additional development proposals, including the “transfer” of density (41 lots) from a separate parcel to the property at 3498 Arawana Road (approved by the Board in 2011). In 2018, the proponent also sought to increase this density (i.e. from 41 lots to 80 lots), but subsequently withdrew as a result of community opposition.

RGS Bylaw:

Under the Regional Growth Strategy (RGS) Bylaw No. 2770, 2017, the subject properties area not within a currently designated growth area. The RGS Bylaw speaks to supporting “efficient, effective and affordable infrastructure services ...” and, as an objective, to “direct development to areas with publically operated services and infrastructure.”

OCP Bylaw:

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 2458, 2008, the property at 3498 Arawana Road is currently designated Small Holdings (SH), and is the subject of a Environmentally Sensitive Development Permit (ESDP) Area designation.

The property at 3440 Arawana Road is currently designated Large Holdings (LH), and is the subject of an Environmentally Sensitive Development Permit (ESDP) and Watercourse Development Permit (WDP) Area designations.

Zoning Bylaw:

Under the Electoral Area “E” Zoning Bylaw No. 2459, 2008, the property at 3498 Arawana Road is currently zoned Small Holdings Five Site Specific (SH5s), while the property at 3440 Arawana Road is currently zoned Resource Area (RA).

Subdivision Servicing Bylaw:

On June 11, 2018, the Ministry of Transportation and Infrastructure (MoTI) referred a proposed 41 lot subdivision involving the property at 3498 Arawana Forestry Road to the Regional District for compliance with any applicable RDOS land use bylaws.

On August 21, 2018, the Regional District provided the following comments to the Ministry in relation to the proposed subdivision:

- *The applicant proposes to connect to the Naramata Community Water System ... Proof of water connection ... must be approved by the RDOS ...*
- *The subject property is not within the existing Naramata street light service area ...*

Service Area Petitions:

On October 25, 2018, the proponent submitted petitions requesting the inclusion of 3440 & 3498 Arawana Road into the Naramata Solid Waste and Street Lighting Service Areas (see Attachment Nos. 3 & 4).

On February 28, 2020, the proponent submitted a petition request to include the property at 3498 Arawana Road into the Naramata Water Service Area. This request was expanded on March 3, 2020, to include the properties at 3580 & 3690 Arawana Forestry Road.

At its meeting of March 19, 2020, all four of the subject parcels were included in the Naramata Fire Prevention and Suppression Local Service Area.

Analysis:

In considering this proposal, Administration supports the request to include the property at 3498 Arawana Forestry Road in the Street Lighting Service Area as this is consistent with the comments the Regional District provided to MoTI regarding the 41-lot subdivision of this property.

Similarly, Administration supports the inclusion of this same property within the Solid Waste Collection Service Area due to the pending subdivision of this parcel to a rural-residential use (despite this not being a requirement of the Subdivision Servicing Bylaw).

Of concern, however, is that the applicant is proposing to extend service areas to additional parcels unrelated to the current subdivision proposal and which are not contemplated for future residential development under the Electoral Area "E" OCP Bylaw. The concerns with each of these requests is addressed in the following sub-sections:

Water Service Area:

The Naramata water service provides for the supply, treatment, conveyance, storage and distribution of water within the community. While the establishment bylaw does not proscribe any limits on where, within the community this service can be provided, it has historically not included parcels zoned Resource Area (RA).

This is a reflection of the remote location and large size of these parcels, the extensive land needs of uses associated with these parcels (i.e. forestry, natural resource extraction, very low residential densities, etc.) and the absence of community infrastructure (i.e. road access).

More importantly, 20.0 ha parcels are generally considered to be large enough to sustain groundwater wells for single family domestic use and do not require a connection to a community water system.

From a service delivery perspective, the existing Regional District infrastructure is physically incapable of serving a majority of the lands petitioning to join the service area for the lands permitted uses. While the applicant has indicated they will be constructing a reservoir to serve the subdivision of 2498 Arawana Road, it is understood that this remains at the concept stage and that it could be years before construction commences.

With regard to the proposed campground use of the site, Administration considers that this should, at a minimum, be preceded by an approved Campground Permit issued by the Regional District.

Administration further notes that the location of water infrastructure on a property does not provide sufficient rationale for including that property in the related service area.

Solid Waste Collection Service Area:

The Regional District's solid waste service is intended for residential uses only and is not provided to commercial uses, such as campgrounds. Campgrounds and other commercial uses are required to arrange their own collection services through contracting of private businesses.

Administration further notes that the Resource Area (RA) Zone is generally applied to remote parcels (i.e. accessed via a forestry road) with limited to no community services or infrastructure. Similarly the residential densities permitted on these parcels are also the lowest found in the zoning bylaw (i.e. 1 principal dwelling per 20.0 ha parcel).

Accordingly, extending an urban type of service such as garbage collection is not seen to be consistent with the RA zoning of the subject properties, warranted by the level of density permitted by the RA zoning nor is it considered feasible, particularly given the aforementioned access issues with the site.

It is also noted that the Regional District's current curbside contract for the collection of refuse and recyclables requires access in which a garbage trucks can safely navigate a road. The road providing access needs to be public, legal, and maintained and a forestry service road does not meet this requirement.

Street Lighting Service Area:

The requirement to provide street lighting under the Regional District's Subdivision Servicing Bylaw is related to the creation of new parcels that will be less than 2,020 m² in area. Generally, the provision of street lighting is to ensure pedestrian and/or vehicle safety based on density and anticipated traffic volumes.

In this instance, Administration notes that lands zoned Resource Area (RA) are generally not provided with street lighting as densities within the zone are unlikely to ever produce the pedestrian and vehicle movements that would warrant street lighting. In addition, the provision of street lighting (an urban amenity) would be inconsistent with the objective of maintaining the rural character of these areas. It is considered good practice to not encourage street lighting outside of an urban setting in order to avoid the cost of maintain a dispersed lighting network.

Administration also notes that no road(s) currently exist on the subject lands within which street lighting can be provided, that it is unclear when this might change and that it may be an unreasonable burden for those already within the service area to maintain street lights for three large parcels.

As an aside, should, in future, a campground ever be developed on these parcels, the applicant is not precluded from establishing their own internal street lighting system along the internal driveway providing access to individual campsites.

Naramata Growth Boundary:

Under the South Okanagan Regional Growth Strategy (RGS) Bylaw, Naramata has been designated as a Rural Growth Area. The formal establishment of the boundary for this growth area is scheduled to occur when the Electoral Area "E" OCP Bylaw is reviewed (tentatively set for 2023-24).

Given previous development proposals associated with the subject parcels and the residential densities normally associated with the services being requested (e.g. densities significantly higher than permitted by the current RA Zone), extending service areas prior to the establishment of this boundary is seen to be premature and, potentially, deleterious.

For instance, Administration notes that an objective of the RGS Bylaw is to "direct development to areas with publically operated services and infrastructure" [emphasis added].

Summary:

In summary, Administration considers that the extension of services to a parcel of land zoned Resource Area (RA) should not precede zoning and that the applicant's petition is — with the exception of the property at 3498 Arawana Road — premature.

If, in future, these lands are contemplated for residential development or work on the development of a campground is commenced, there would be merit in revisiting the extension of services.

Of note, the Regional District Board is not obliged to provide a service in all or part of an electoral area upon receipt of a petition from an owner of land if the Board has concerns about the request for service.

Alternatives:

1. THAT Bylaw No. 1618.02, 2020, Naramata Street Lighting Local Service Establishment Amendment Bylaw be read a first, second and third time;
AND THAT Bylaw No. 2896, 2020, Naramata Water System Local Service Establishment Amendment Bylaw be read a first, second and third time;
AND THAT Bylaw No. 2190.08, 2020, Campbell Mountain Landfill Solid Waste Collection and Drop-Off Service Establishment Amendment Bylaw be read a first, second and third time.
2. That consideration of Bylaw No. 1618.02, 2020, Naramata Street Lighting Local Service Establishment Amendment Bylaw, Bylaw No. 2896, 2020, Naramata Water System Local Service Establishment Amendment Bylaw and Bylaw No. 2190.08, 2020, Campbell Mountain Landfill Solid Waste Collection and Drop-Off Service Establishment Amendment Bylaw be deferred pending:

-
- a) the submission of a risk assessment addressing the extension of services to parcels of land that cannot be reasonably provided with the requested service.

Respectfully submitted:



C. Garrish, Planning Manager

Respectfully submitted:

A. Reeder, Manager of Operations

Attachments: No. 1 – Context Maps

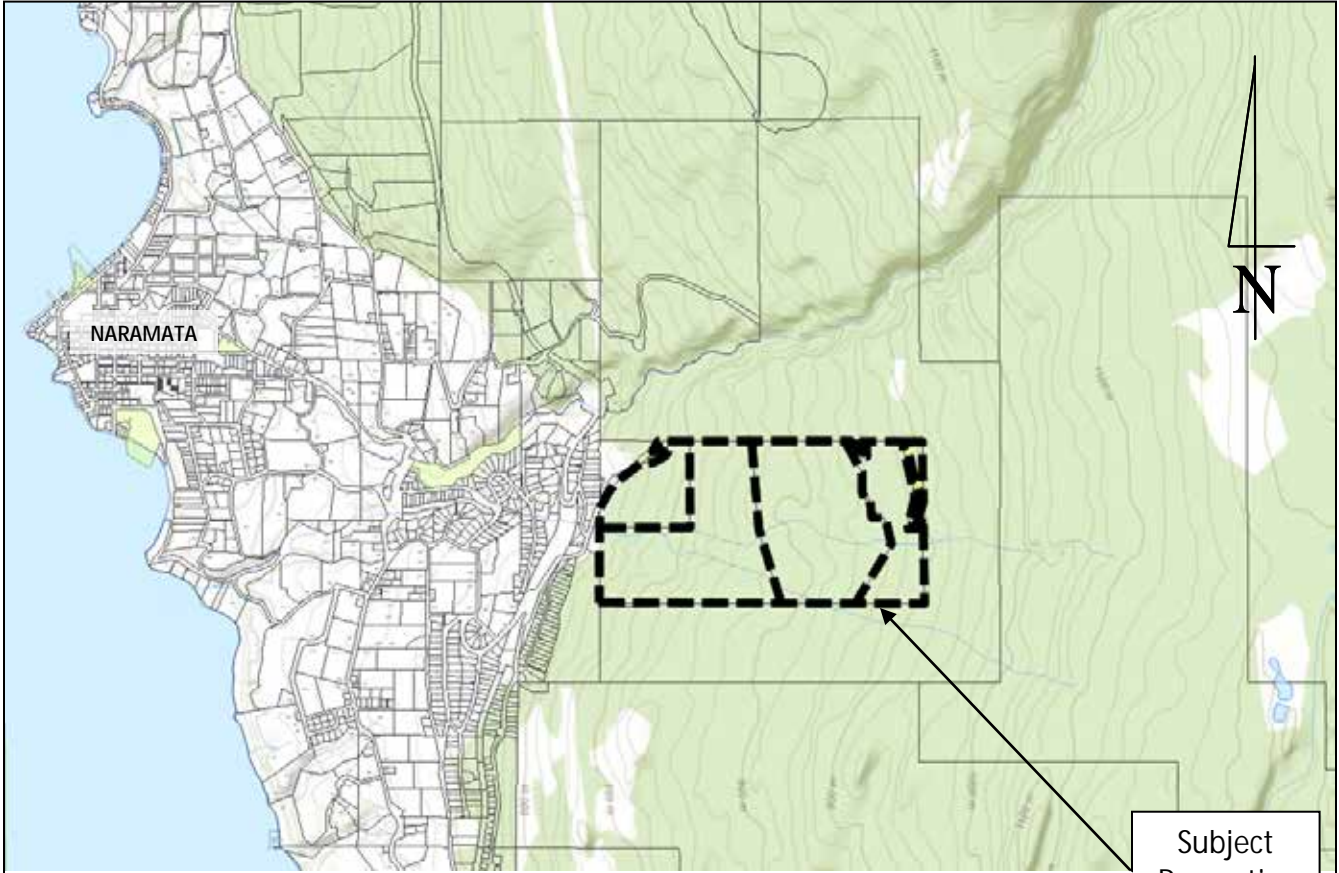
No. 2 – Applicant’s Proposed Subdivision Plan (3498 Arawana Forestry Road)

No. 3 – Applicant’s Service Area Petition Request (Street Lighting)

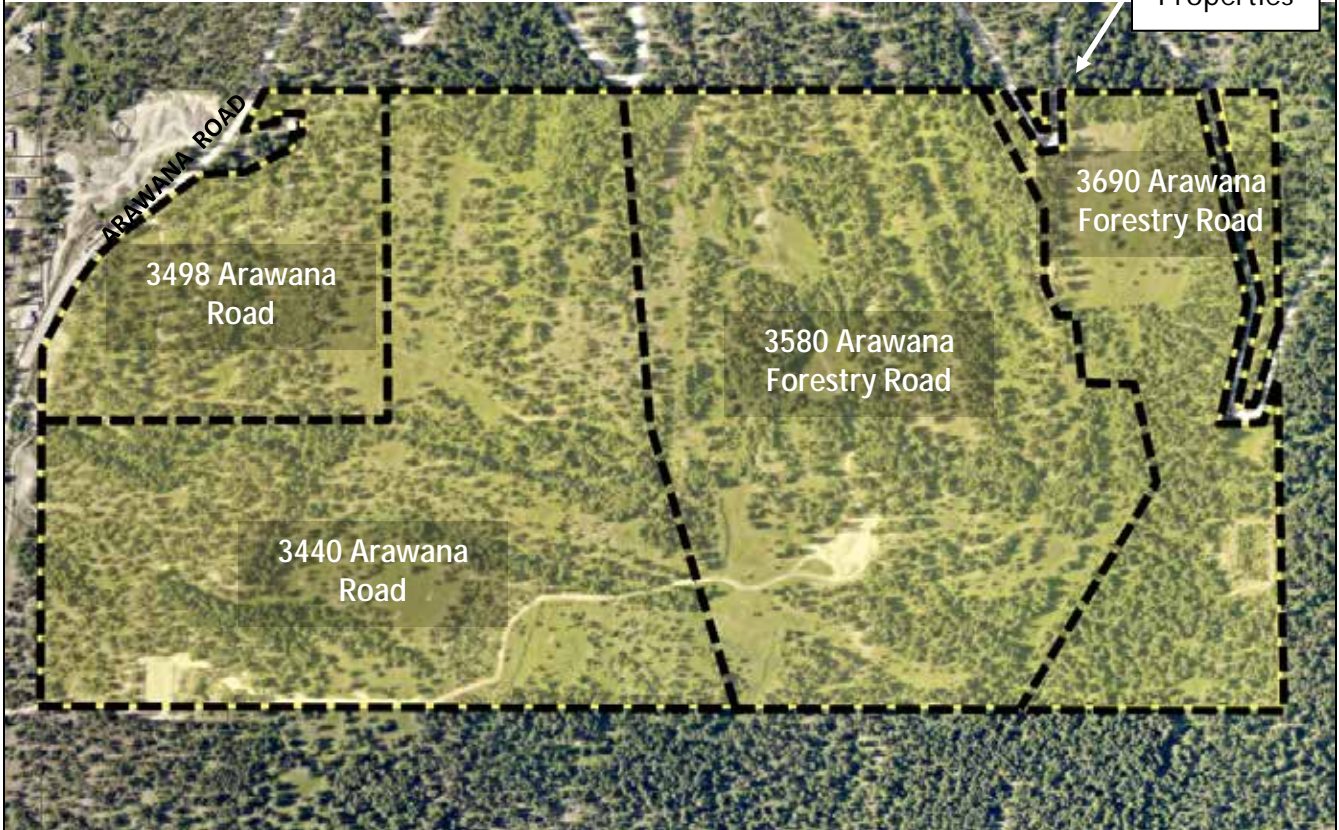
No. 4 – Applicant’s Service Area Petition Request (Solid Waste Collection)

No. 5 – Applicant’s Service Area Petition Request (Water)

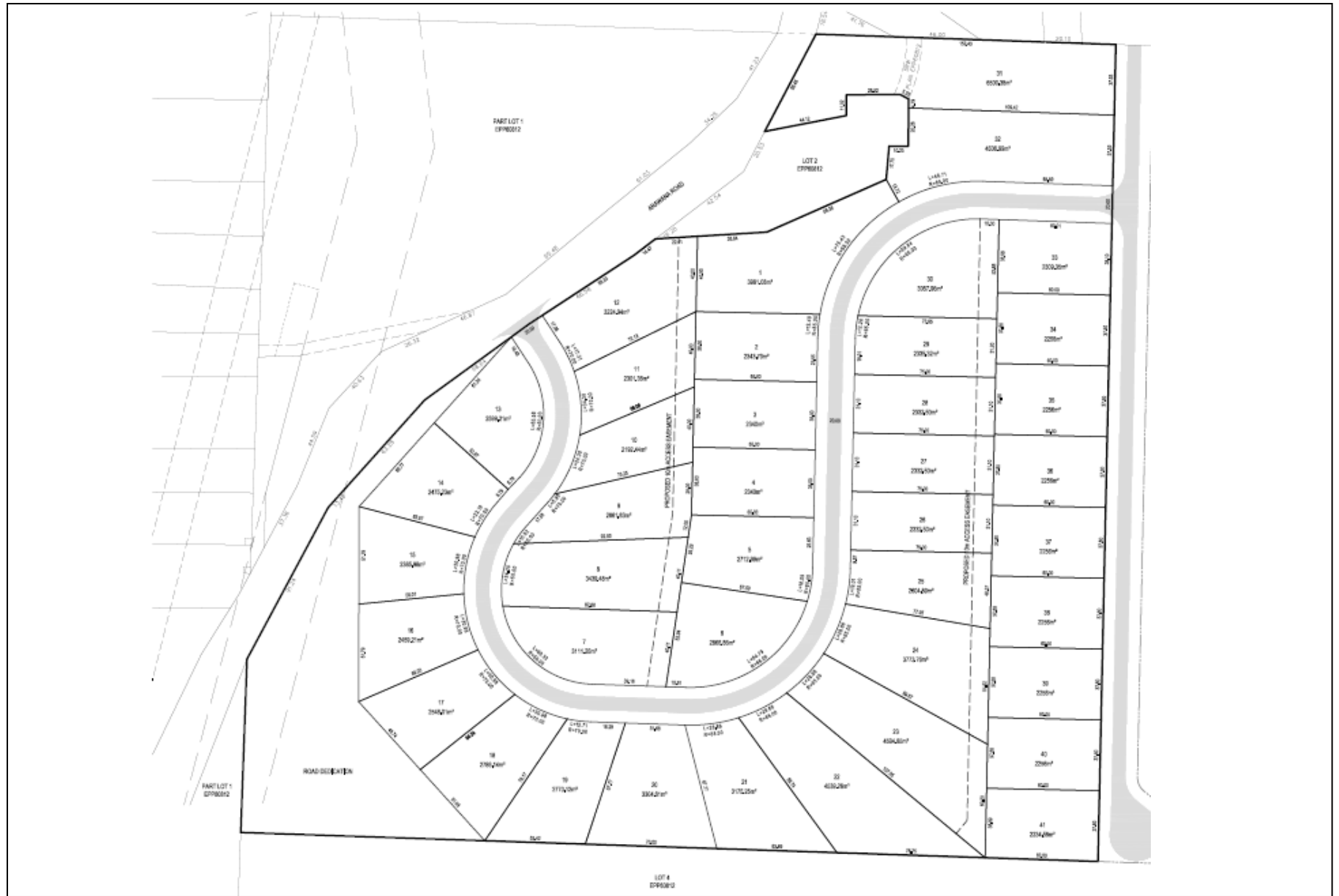
Attachment No. 1 – Context Maps



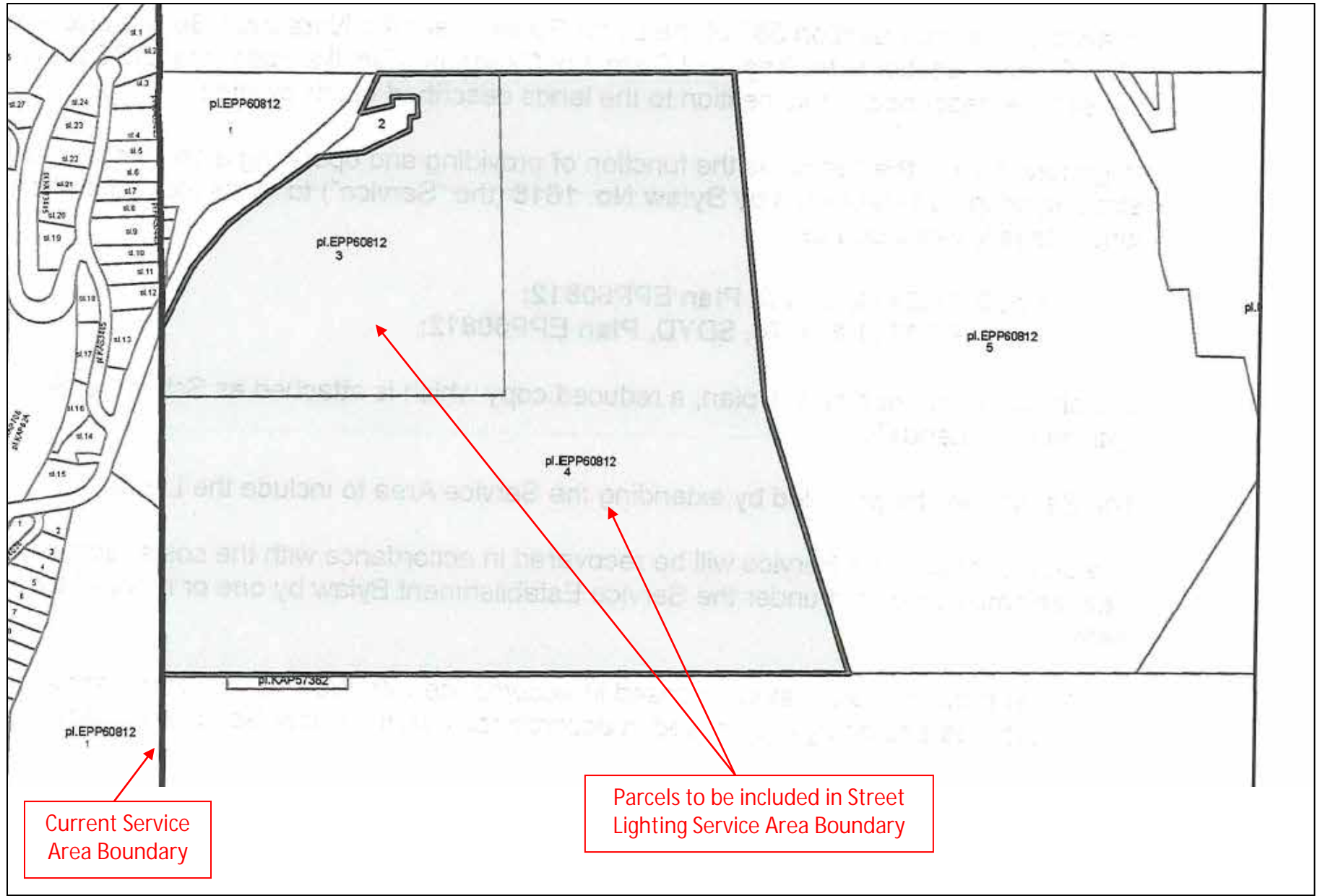
Subject Properties



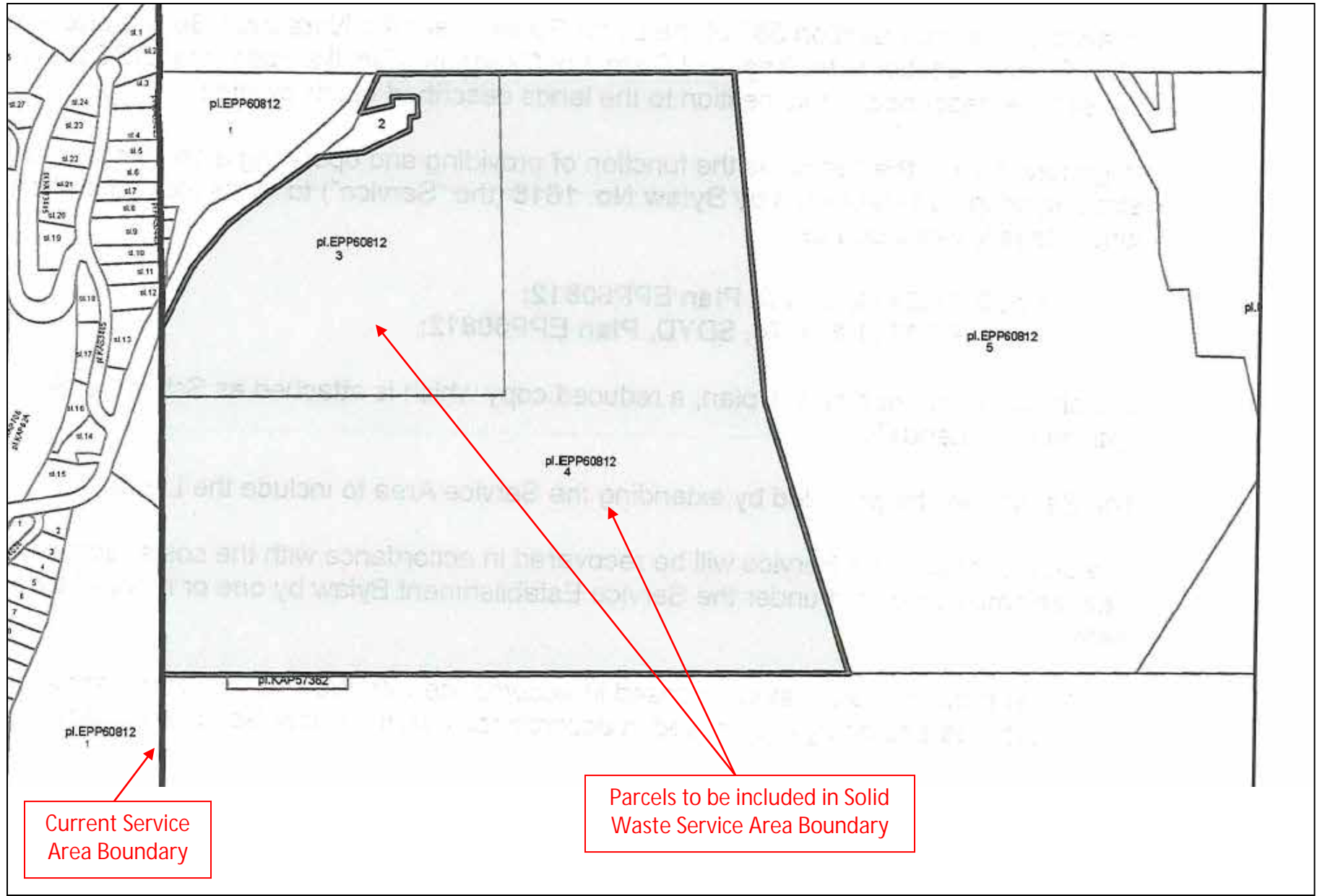
Attachment No. 2 – Applicant's Proposed Subdivision Plan (3498 Arawana Forestry Road)



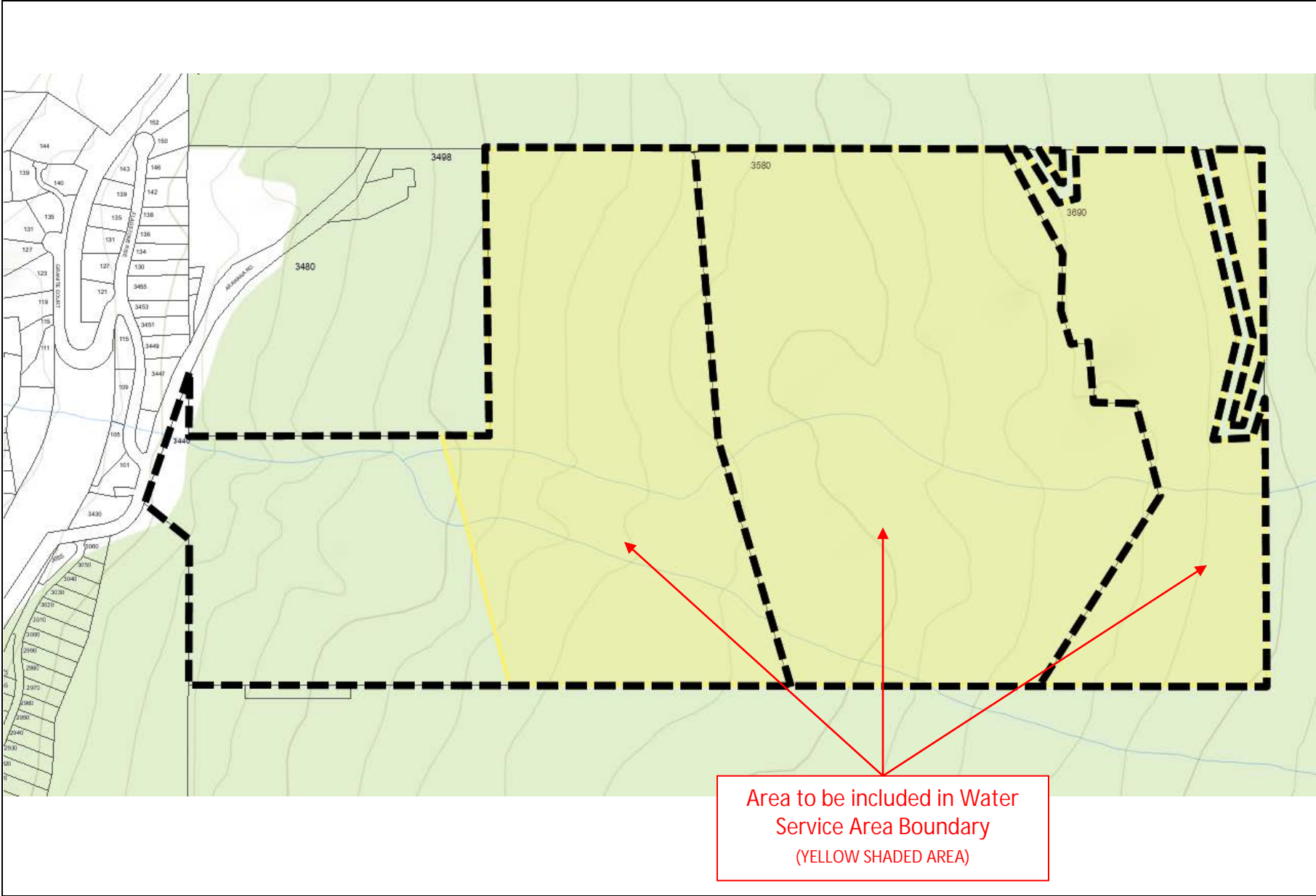
Attachment No. 3 – Applicant’s Service Area Petition Request (Street Lighting)



Attachment No. 4 – Applicant's Service Area Petition Request (Solid Waste)



Attachment No. 5 – Applicant’s Service Area Petition Request (Water)



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 1618.02, 2020

**A Bylaw to amend the Naramata Street Lighting
Local Service Establishment Bylaw No. 1618, 1995**

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 "Naramata Street Lighting Local Service Establishment Amendment Bylaw No. 1618.02, 2020."
2. The Schedule 'A' of the Naramata Street Lighting Local Service Establishment Bylaw No. 1618, 1995, is amended by incorporating:
 - i) the land described as Lot 3, Plan EPP60812, District Lot 3474, SDYD (3498 Arawana Road), and shown shaded yellow on Schedule 'A', which forms part of this Bylaw.
 - ii) the land described as Lot 4, Plan EPP60812, District Lot 3474, SDYD (3440 Arawana Road), and shown shaded yellow on Schedule 'A', which forms part of this Bylaw.

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

APPROVED BY THE INSPTIOR OF MUNICIPALITIES this ____ day of _____, 2020.

ADOPTED this ____ day of _____, 2020.

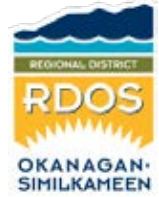
Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ____ day of _____, 2020.

Regional District of Okanagan-Similkameen

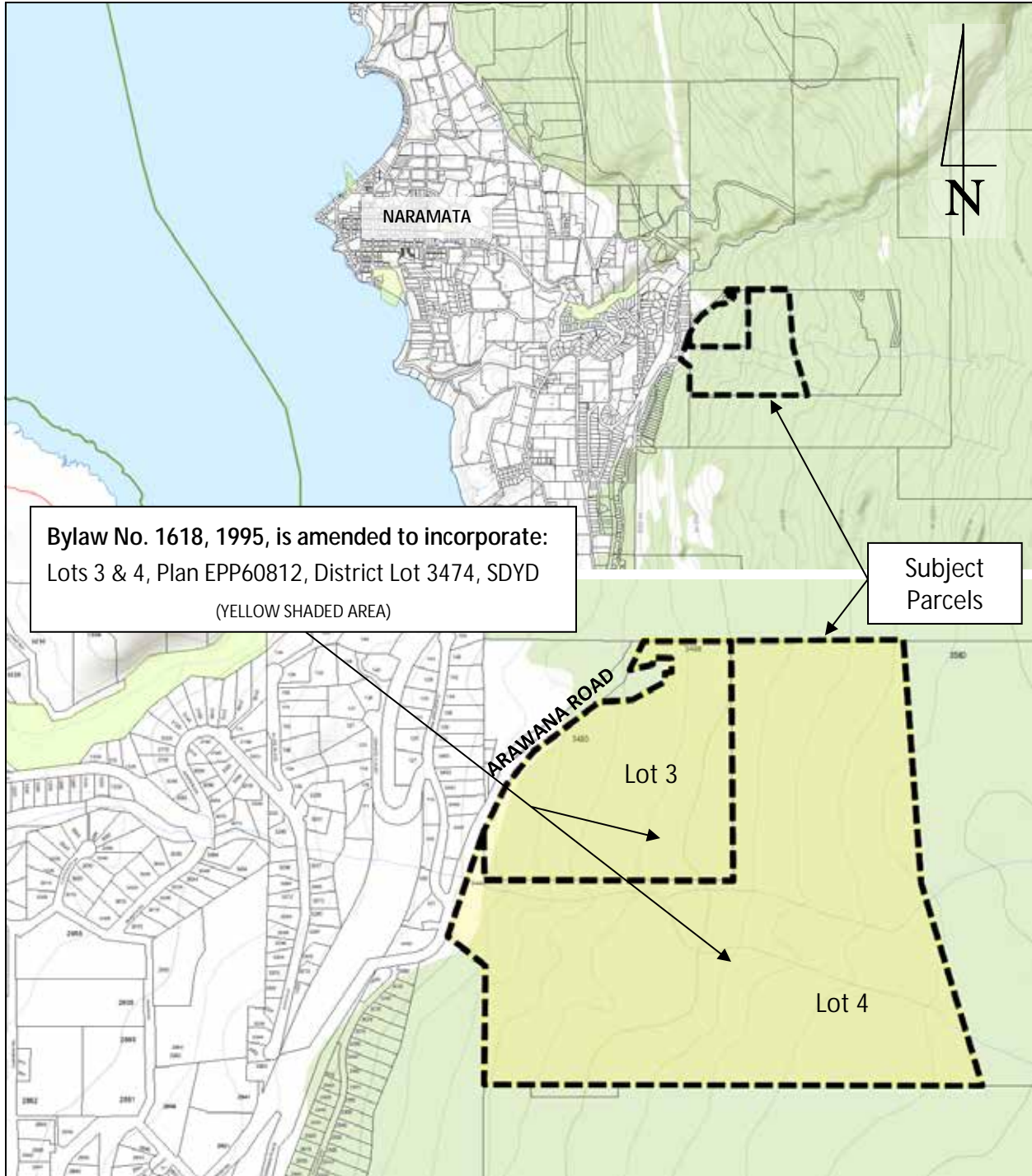
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 1618.02, 2020

File No. E2020.001-SAP

Schedule 'A'



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2896, 2020

**A Bylaw to amend the Naramata Water System Local
Service Establishment Bylaw No. 1620, 1995**

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 "Naramata Water System Local Service Establishment Amendment Bylaw No. 2896, 2020."
2. The Schedule 'A' of the Naramata Water System Local Service Establishment Bylaw No. 1620, 1995, is amended by incorporating:
 - i) an approximately 30.4 ha part of the land described as Lot 4, Plan EPP60812, District Lot 3474, SDYD (3440 Arawana Road), and shown shaded yellow on Schedule 'A', which forms part of this Bylaw.
 - ii) the land described as Lot 5, Plan EPP60812, District Lot 3474, SDYD (3580 Arawana Road), and shown shaded yellow on Schedule 'A', which forms part of this Bylaw.
 - iii) the land described as Lot A, Plan KAP59640, District Lot 3474, SDYD (3690 Arawana Road), and shown shaded yellow on Schedule 'A', which forms part of this Bylaw.

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

APPROVED BY THE INSPTOR OF MUNICIPALITIES this ____ day of _____, 2020.

ADOPTED this ____ day of _____, 2020.

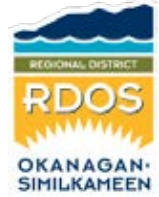
Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ____ day of _____, 2020

Regional District of Okanagan-Similkameen

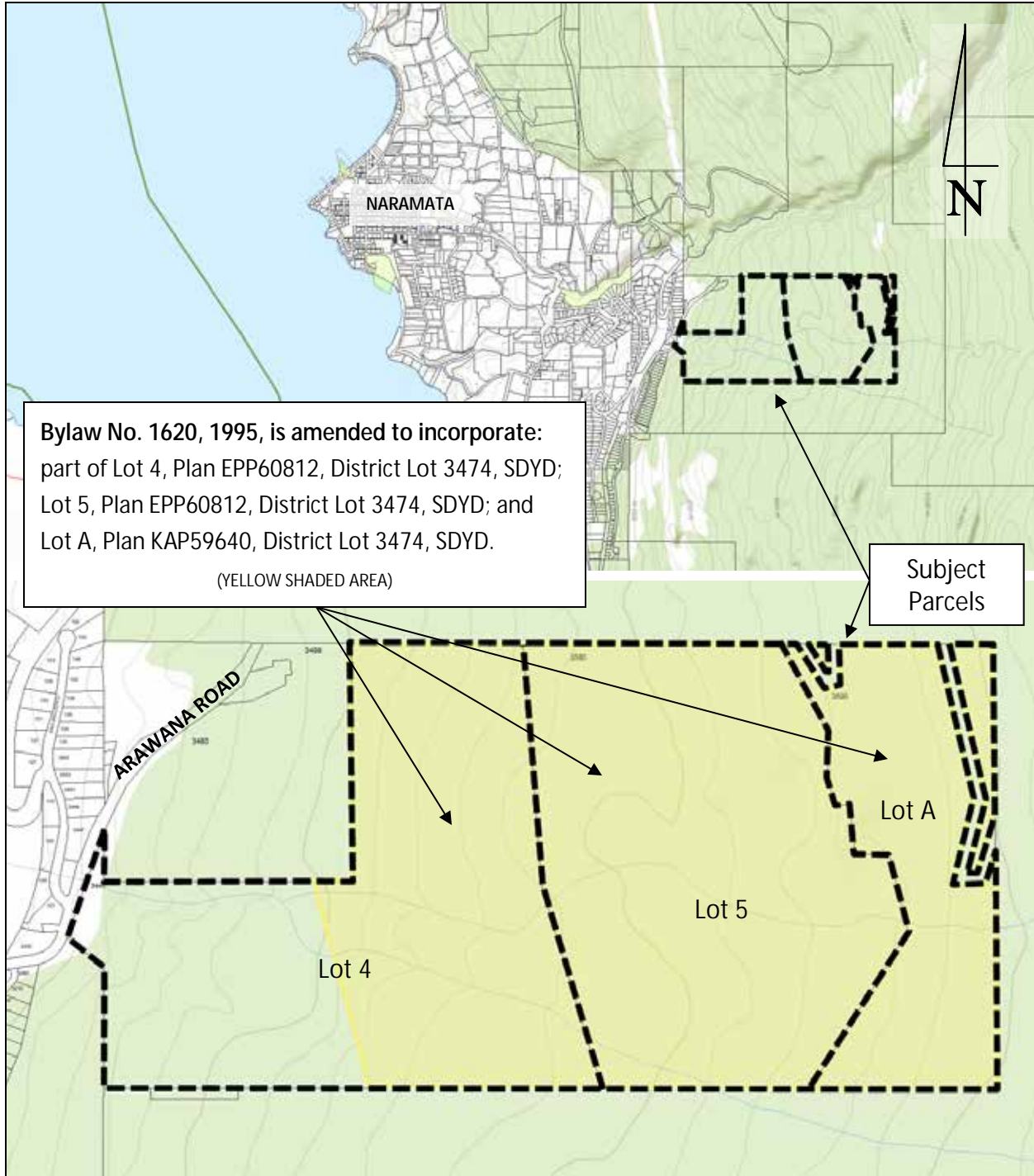
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2896, 2020

File No. E2020.001-SAP

Schedule 'A'



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2190.08, 2020

**A Bylaw to amend the Campbell Mountain Landfill Solid Waste Collection and Drop-Off
Service Establishment Bylaw No. 2190, 2003**

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 "Campbell Mountain Landfill Solid Waste Collection and Drop-Off Service Establishment Amendment Bylaw No. 2190.03, 2020."
2. The Schedule of the Campbell Mountain Landfill Solid Waste Collection and Drop-Off Service Establishment Bylaw No. 2190, 2003, is amended by incorporating:
 - i) the land described as Lot 3, Plan EPP60812, District Lot 3474, SDYD (3498 Arawana Road), and shown shaded yellow on Schedule 'A', which forms part of this Bylaw.
 - ii) the land described as Lot 4, Plan EPP60812, District Lot 3474, SDYD (3440 Arawana Road), and shown shaded yellow on Schedule 'A', which forms part of this Bylaw.

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

APPROVED BY THE INSPTIOR OF MUNICIPALITIES this ____ day of _____, 2020.

ADOPTED this ____ day of _____, 2020.

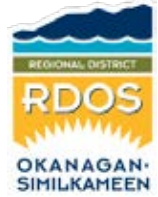
Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ____ day of _____, 2020.

Regional District of Okanagan-Similkameen

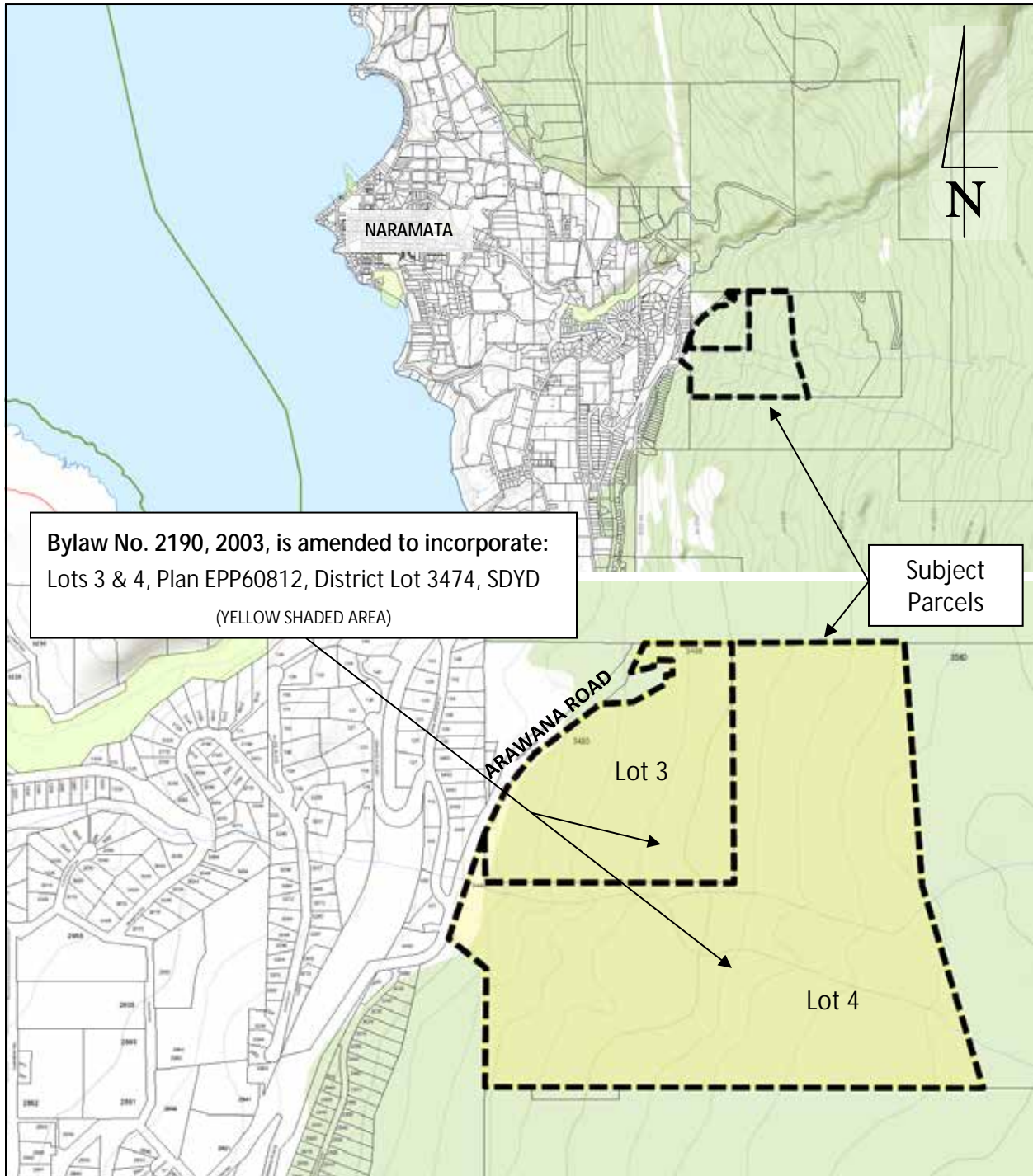
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2190.08, 2020

File No. E2020.001-SAP

Schedule 'A'



ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: South Okanagan Regional Growth Strategy Bylaw Review & Update — Contract Award

Administrative Recommendation:

THAT the Board of Directors award the South Okanagan Regional Growth Strategy Bylaw Review & Update contract to Urban Systems in the amount of \$76,000.

Purpose:

The purpose of this report is to seek direction from the Board with regard to the awarding of a consulting contract to undertake a Review and Update of the South Okanagan Regional Growth Strategy (RGS) Bylaw.

Background:

Regional Growth Strategies are long-term plans that articulate a Board's vision for future regional growth. They promote sustainable growth, ensure alignment between Official Community Plans, and provide guidance on important regional and local decisions. Under the Local Government Act, a Board must consider reviewing its Regional Growth Strategy every five years.

On November 28, 2019, the Corporate Services Committee resolved to undertake a moderate-level review of the Regional Growth Strategy, and \$80,000 was budgeted for the project over a two-year period in 2020 and 2021.

The overarching goal of this project is to increase the value and applicability of the South Okanagan RGS Bylaw for the Board and its member municipalities.

On May 14, 2020, the Regional District posted a Request for Proposals (RFP) for consultant teams with experience in developing, updating and implementing Regional Growth Strategies to complete the project.

The Successful Proponent will work with RDOS staff to facilitate a focused review and update process, including Board and community engagement, refreshed regional data, RGS policies and growth area review, and development of a new implementation framework.

The project will rely upon the input of the RGS Technical Advisory Committee (including staff from the RDOS, Penticton, Summerland, Oliver, and Osoyoos), the RDOS Planning and Development Committee, and community input at mid-point and pre-approval phases.

The proposed schedule for completing this project is as follows, with completion anticipated in November, 2021:

Key Tasks	Timeline
Award to Successful Proponent & project start-up meetings.	August 2020
Review RGS vision & goals (RGS TAC* and P&D Committee)	September - October 2020
Review RGS policies and growth areas. (RGS TAC & P&D Committee) Community engagement session.	November 2020 – May 2021
Develop implementation section. (RGS TAC & P&D Committee)	May - July 2021
Draft final document. Community Engagement.	August – September 2021
Final Presentations to Board, Councils & Public Open Houses.	October - November 2021

In response to the RFP, two (2) submissions were received by the June 5, 2020 deadline and met the RFP's qualifications. In accordance with the terms of the RFP, an evaluation team of three (3) persons reviewed and ranked each proposal independently and then met to discuss results, as outlined in the following table:

Proponent	Price (excluding GST)	Score
Urban Systems	\$76,000	84.54
EcoPlan	\$80,000	79.35

Analysis:

The successful proponent, Urban Systems, showed comparatively greater strengths in the categories of past experience, qualifications, and methodology. In particular, the company provides a team with excellent qualifications and experience with reviewing, updating and implementing Regional Growth Strategies.

Overall, the evaluation team believes that the Urban Systems provides the best value and experience to successfully undertake this important project.

There are adequate consulting funds available to cover this project.

Alternative:

THAT the Board not award the contract to Urban Systems.

Respectfully submitted:

Cory Labrecque

C. Labrecque, Planner II

Endorsed by:



C. Garrish, Planning Manager

Attachments: No. 1 – RFP Evaluation Form

Attachment No. 1 – RFP Evaluation Form

Proponent's Name: _____

Project Title: South Okanagan RGS Bylaw Review & Update

Evaluation Date: _____

Evaluator: _____

Step 1:		YES	NO
Mandatories	Proposal received prior to closing		
	Sub-consultant list submitted		
	Project Manager identified		
	Proposed schedule included		
	Reference List		
	Hourly rates provided		
	Maximum or upset fee included		
	Complete proposal as requested		
Step 2:		Assigned Points	Points
Proponent (15-30 points)	Qualifications of firm and project team members	10	
	Experience of firm and project team members	10	
	Past Performance / References	5	
	Resources	5	
Proposal (30-50 points)	Scope	5	
	Methodology	15	
	Environmental Performance	5	
	Scheduling	10	
	Project Team - Level of Effort	5	
	Clarity of Proposal	10	
Price (20-50 points)	Points for Price = (lowest cost Proposal divided by Proposal being evaluated) x (20% weight)	20	
Total Score	Proponent + Proposal + Price Scores	100	

ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 6th, 2020

RE: Osoyoos Landfill Diversion

Administrative Recommendation:

THAT the Regional District waive S. 2.11 of the Fees & Charges Bylaw for the duration of the diversion of mixed waste from the Osoyoos Landfill to the Oliver Landfill to authorize Osoyoos residents and commercial users to pay the same fees and charges as those users within the Oliver Landfill service area, while the Osoyoos landfill has been closed ;

Background:

On July 28, 2020 Osoyoos had to temporarily close their landfill in order to manage a hazardous waste spill at their landfill. During the landfill closure, Osoyoos, Electoral Area 'A' and Osoyoos Indian Band residents and businesses were directed to use the Oliver landfill due to it being the closest to their community.

The RDOS Fees and Charges Bylaw requires that waste from residents and businesses out of the Oliver Landfill service area be charged twice the tipping rate of those within the service area. This is to dissuade landfill shopping.

Analysis:

Providing mutual aid amongst our municipalities in times of need provides security and is a benefit to all. During our next iteration of the Solid Waste Management Plan, it may be wise to capture this philosophy within the plan.

Respectfully submitted:

Andrew Reeder, Manager of Operations

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: Provincial Licence of Occupation Application – Loose Bay Campground

Administrative Recommendation:

THAT the Regional District apply to the Province of British Columbia to renew Licence of Occupation #345722 containing 3.60 hectares for seasonal farm worker camp purposes, legally described as: Block A, Plan KAP1729, District Lot 2450S, Similkameen Div of Yale Land District;

And, for parts of the unsurveyed Crown land to the east and south of the legal parcel described above, containing 2.0 hectares, more or less.

Purpose:

To renew the existing Crown Land tenure for the Loose Bay Campground.

Reference:

Context Map

Background:

The District currently holds a Provincial Licence of Occupation (LOO) #345722 over a 3.6 ha Crown Land parcel which is used for the operation of the Loose Bay Campground. The current LOO will expire May 1st, 2021.

The Loose Bay Campground was originally established by the local farming community to provide a location for workers to reside during the farming season. The campground has operated from May to October of each year for over two decades. In that time, the campground has been operated by the Loose Bay Campground Society, however as a result of requirements brought about by COVID-19, the Society dissolved on April 28th, 2020. Being the LOO holder, the District took over management of the campground to ensure measures were in place to address COVID-19.

Analysis:

Management of the campground in 2020 has revealed a number of administrative actions that are required to ensure the facility is fully compliant with Provincial and local regulations.

1. Over time, the campground has encroached beyond the original LOO parcel by approximately 2.0 ha. Current campground operations would be limited without the additional 2.0 ha, so it is therefore recommended that the LOO renewal application be expanded to include the full 5.6 ha parcel.
2. At the July 16th meeting, the Board of Directors resolved to authorize the non-farm use application to the ALC and initiate the amendments to the Area "C" OCP and Zoning Bylaw to formalize the use of site as a campground. On Friday July 24th, the District was notified that a conditional approval had been granted by the Agricultural Land Commission for the full 5.6 ha site. A future board report will be presented for RDOS Board consideration to apply the appropriate land use for the site.
3. Building and campground regulations will be reviewed to ensure there are no violations on site.

A Site Management Plan will be submitted with these considerations and presented as part of the Provincial LOO application to ensure that all facts are provided for their consideration.

Alternatives:

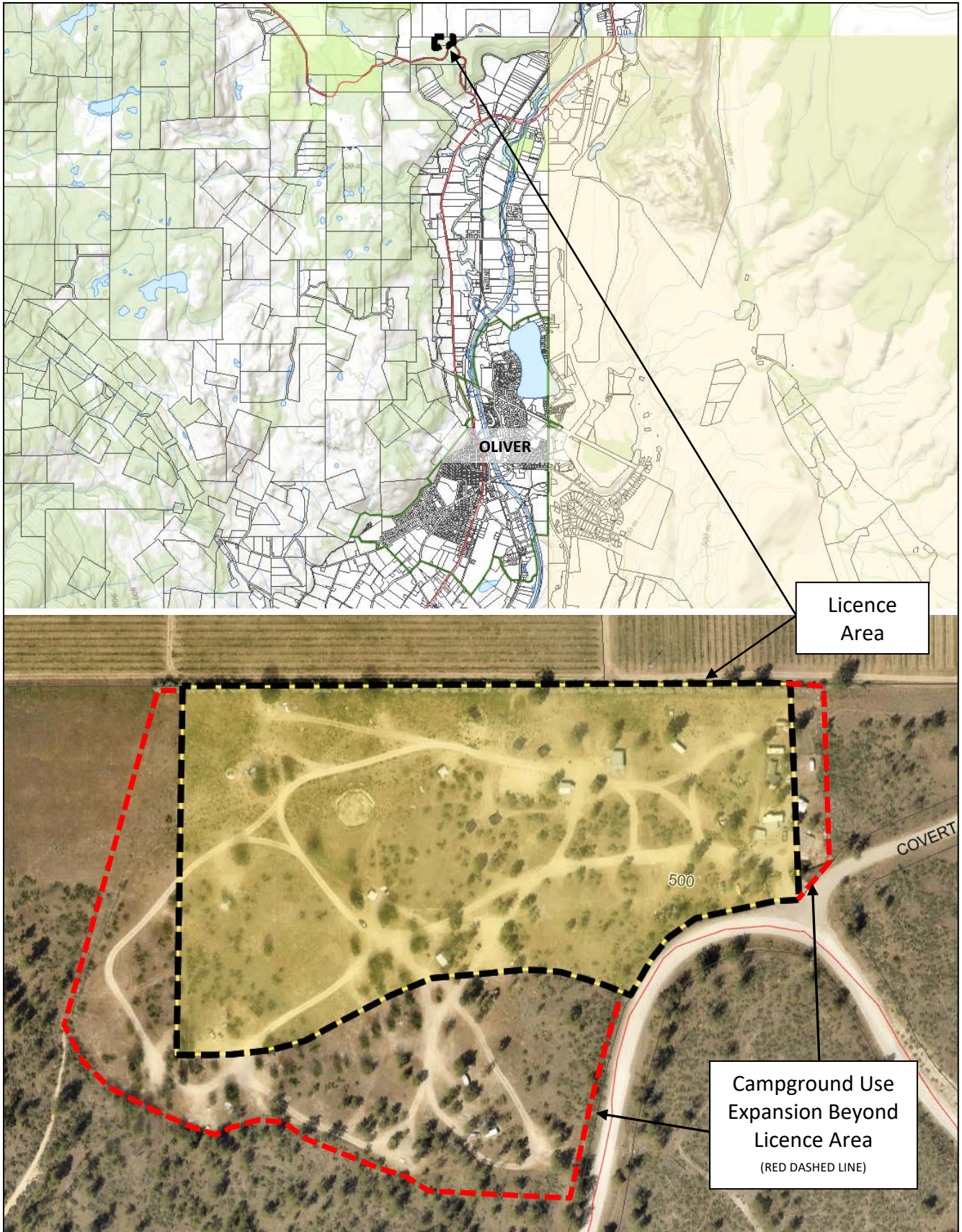
That the Board does not endorse the application to the Province of British Columbia for a Licence of Occupation at this time.

Respectfully submitted:

Justin Shuttleworth

J. Shuttleworth, Parks & Facilities Manager

Context Maps



Licence Area

Campground Use Expansion Beyond Licence Area
(RED DASHED LINE)

ADMINISTRATIVE REPORT

TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2020
RE: Transit Reserves

Administrative Recommendation:

THAT the Regional District object to the proposal by BC Transit to use the shared operating reserve fund to mitigate foregone revenue during the COVID-19 health pandemic.

Purpose:

To address transit revenue deficits that resulted from BC Transit waiving fare collection during the COVID-19 health pandemic between March 19, 2020 to June 1, 2020.

Background:

On March 19 2020, BC Transit implemented safety measures which included rear door boarding and waived fare collection in order to address the COVID-19 health pandemic while protecting their frontline staff. This resulted in the loss of revenue until June 1 2020, when fare collection was reimplemented, subsequently creating a budget shortfall from the time when revenue was not collected.

BC Transit is in the process of amending the Annual Operating Agreements for RDOS transit systems to make adjustments related to the use of reserves. BC Transit has proposed the use of shared transit reserves to mitigate foregone revenue during the COVID-19 health pandemic. Shared Transit reserves are BC Transit administered reserves and not within the complete discretion of the RDOS. The shared transit reserves emerge from variances in costs accrued that are below the budgeted amount (e.g. fuel, maintenance) between BC Transit and their operator. Typically, reserves are used for future local transit service hour expansions or to decrease operating costs in future years.

Analysis:

Transit System	Operating Reserve Balance available for 2020/2021
Okanagan – Similkameen (Okanagan Falls & Naramata Routes)	\$10,015
Osoyoos	\$12,698
South Okanagan Connector (Kelowna Route)	\$691

Figure 1: Shared operating reserves available for use in 2020/2021 operating agreement

Figure 1 provides data on the amount currently available in reserves for each transit operating agreement. The South Okanagan Collector (Route 70 to Kelowna) began operations in September 2019, subsequently it has few reserves due to its infancy and will not be enough to cover the budgeted deficit that has emerged within the system due to foregone revenue (Figure 2).

Transit System	Expected Year-End Deficit
Area D Transit (Okanagan Falls)	\$1,993
Naramata Transit	\$2,243
South Okanagan Transit (Osoyoos)	\$10,301
Regional Transit (Kelowna)	\$4,774

Figure 2: Budget Deficits

The municipal partners within the Region that hold their own operating agreements for transit systems which they operate in partnership with BC Transit (the City of Penticton, the Town of Princeton, the District of Summerland) have all indicated that they will not use their operating reserves to cover foregone revenue. These decisions may in part be due to a lack of operating reserves, the inadequacy of their operating reserves to make up the deficit, or the reserves being required for other initiatives.

In the event that transit reserves are not used for 2020, they will remain available in 2021, enabling the Regional District to decide how they will be used in the future. On July 19 2020 the Federal government announced funding for transit to relieve the financial burden the pandemic had on transit. It is still unknown to what extent funding will be made available, how we will receive it and when.

Alternatives:

THAT the Board does endorse the use of transit reserves for the purpose of mitigating budget shortfalls for 2020 from the loss of revenue collection between March 19 2020 and June 1 2020. One of the potential benefits of utilizing all of our shared BC Transit reserves within the next operating agreement would be that if at years end the budget shows a surplus, those surplus amounts may be transferred into local transit service budgets directly.

If the deficit is not addressed by the operating reserves or another solution presented by BC Transit at a future date, then the amount of taxes requisitioned will increase next year in order to mitigate this loss. Another potential RDOS led solution to address the loss would be to potentially increase the cost of a bus fare, which may recoup some losses but may also dissuade transit users from taking public transit.

Respectfully submitted:

Apollo Figueiredo

A. Figueiredo, Planner, Community Services

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: Bylaw 2908 – Electoral Areas B & G CW (Gas Tax) Expenditure

Administrative Recommendation:

THAT Bylaw No.2908, 2020, being a bylaw to withdraw funds from the Electoral Area “B” & “G” Community Works (Gas Tax) Reserve Funds for the contribution of \$70,000 (\$35,000 from each Electoral Area) towards the completion of the Similkameen Rail Trail Project be given first, second, & third reading and adopted.

Reference:

Bylaw 2401, 2006 - Regional District Okanagan Similkameen Electoral Area “B” Community Works (Gas Tax) Reserve Fund Establishment Bylaw.

Bylaw 2406, 2006 - Regional District Okanagan Similkameen Electoral Area “G” Community Works (Gas Tax) Reserve Fund Establishment Bylaw.

Bylaw 2908, 2020 Electoral Areas “B” & “G” Community Works (Gas Tax) Reserve Expenditure.

Background:

This recreational trail project will develop a 3.5km multi-use trail network along the VVE Rail Trail connecting the communities of Keremeos and Cawston together. Funding for the project is outlined below:

Grant Funding: \$112,590
Area B Gas tax: \$35,000
Area G Gas tax: \$35,000
Similkameen Trails Society: \$5,000

Analysis:

This project meets the criteria as set out for the Community Works Gas Tax Program since it provides parks & recreation infrastructure.

After deducting the expenditures already committed in 2020, the balance in the Area B Community Works (Gas Tax) Reserve Fund is \$351,694.53 and the balance in the Area G Community Works (Gas Tax) Reserve Fund is \$236,905.56.

Alternatives:

Status Quo – Project does not move forward until other sources of funding are identified.

Respectfully submitted:

“John Kurvink, Manager of Finance/CFO”

J. Kurvink, Finance Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2908, 2020

A bylaw to authorize the expenditure of monies from the Electoral Area 'B' and Electoral Area "G" Community Works (Gas Tax) Reserve Funds to contribute towards the completion of the Similkameen Rail Train Project.

WHEREAS Section 377 of the Local Government Act, and Section 189 of the Community Charter authorises the Board, by bylaw adopted by at least 2/3 of its members, to provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS the 'Electoral Area 'B' and Electoral Area "G" Community Works (Gas Tax) Reserve Funds' have sufficient monies available for community capital projects;

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

1 Citation

1.1 This Bylaw shall be cited as the "Electoral Areas 'B' & "G" Community Works (Gas Tax) Reserve Fund Expenditure Bylaw No. 2908, 2020"

2. The expenditure of \$70,000 (\$35,000 each) from the Electoral Area 'B' and "G" Community Works (Gas Tax) Reserve Funds is hereby authorized to contribute towards the completions of the Similkameen Rail Trail Project.

READ A FIRST, SECOND, AND THIRD TIME this ___ day of ___, 2020

ADOPTED this ___ day of ___, 2020

RDOS Board Chair

Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: BYLAW 2909 – Area “H” Community Works (Gas Tax) Reserve Expenditure Bylaw

Administrative Recommendation:

THAT Bylaw No. 2909, 2020, being a bylaw to withdraw funds from Electoral Area “H” Community Works (Gas Tax) Reserve Fund Expenditure Bylaw for the contribution of \$10,000 towards Tulameen Rink improvements be given first, second, & third reading and adopted.

Reference:

Bylaw 2407, 2006 - Regional District Okanagan Similkameen Electoral Area “H” Community Works (Gas Tax) Reserve Fund Establishment Bylaw.

Bylaw 2908, 2020 Electoral Area “H” Community Works (Gas Tax) Reserve Expenditure.

Background:

Plans for improving Tulameen Rink park include having the lines painted on the arena floor for basketball and pickleball along with some other site improvements such as signage landscaping and painting.

Analysis:

This project meets the criteria as set out for the Community Works Gas Tax Program since it provides recreation infrastructure.

After deducting the expenditures already committed in 2020, the balance in the Area H Community Works (Gas Tax) Reserve Fund is \$433,350.54

Alternatives:

1. Staus Quo – Project denied

Respectfully submitted:

“John Kurvink, Manager of Finance/CFO”

J. Kurvink, Finance Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2909, 2020

A bylaw to authorize the expenditure of monies from the Electoral Area 'H' Community Works (Gas Tax) Reserve Fund towards Tulameen rink park improvements

WHEREAS Section 377 of the Local Government Act, and Section 189 of the Community Charter authorises the Board, by bylaw adopted by at least 2/3 of its members, to provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS the 'Electoral Area 'H' Community Works (Gas Tax) Reserve Fund' has sufficient monies available for community capital projects;

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

1 Citation

1.1 This Bylaw shall be cited as the "Electoral Area 'H' Community Works (Gas Tax) Reserve Fund Expenditure Bylaw No. 2909, 2020"

2. The expenditure of \$10,000 from the Electoral Area 'H' Community Works (Gas Tax) Reserve Fund is hereby authorized towards the Tulameen rink park improvements

READ A FIRST, SECOND, AND THIRD TIME this ____ day of ____, 2020

ADOPTED this ____ day of ____, 2020

RDOS Board Chair

Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: 2019 Statement of Financial Information

Administrative Recommendation:

THAT the Board of Directors approve the Regional District of Okanagan-Similkameen Statement of Financial Information for the year ended December 31, 2019 pursuant to the *Financial Information Act* Financial Information Regulation Schedule 1, subsection 9(2).

Reference:

2019 Statement of Financial Information (SOFI)

Business Plan Objective:

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

Background:

Local governments are required to file the Statement of Financial Information (SOFI) annually. The SOFI must be made available for public viewing by August 31, 2020 and be accessible for the following three years.

Analysis:

The SOFI consists of the following four core financial statements and schedules:

1. Schedule of Guarantee and Indemnity Agreements – There were no agreements of this nature for the RDOS in 2019.
2. Schedule of Remuneration and Expenses – The threshold for reporting remuneration individually is \$75,000 per year. Expenses include travel, memberships, tuition, relocation, vehicle reimbursements, and registration fees paid directly to an employee or to a third party on behalf of an employee.
Note: The 2019 remuneration figures include \$20,053 in overtime wages attributed to Emergency Operations which are recoverable from the Province.
3. Statement of Severance Agreements – The RDOS had no severance agreements in 2019.

- Schedule of Payments to Suppliers of Goods and Services – The threshold for reporting these payments individually is \$25,000.

Note: The payments to suppliers figures include approximately \$1,370,000 in expenses attributed to Emergency Operations which are recoverable from the Province.

Communication Strategy:

The Statement of Financial Information will be available on the Regional District of Okanagan-Similkameen website.

Respectfully submitted:

John Kurvink

J. Kurvink, Finance Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

STATEMENT OF FINANCIAL INFORMATION (SOFI)

FOR THE YEAR ENDED DECEMBER 31, 2019

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

SCHEDULE OF GUARANTEE AND INDEMNITY AGREEMENTS

A Schedule of Guarantees and Indemnity payments has not been prepared because the Regional District of Okanagan-Similkameen has not given any guarantees or indemnities under the Guarantees and Indemnities Regulation.

Approved by:

Manager of Finance

Prepared under the Financial Information Regulation, Schedule 1, subsection 5(1)

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN

SCHEDULE SHOWING THE REMUNERATION AND EXPENSES PAID TO OR ON BEHALF OF EACH EMPLOYEE FOR THE YEAR ENDED DECEMBER 31, 2019

1. Elected Officials, Employees appointed by Cabinet and Members of Board of Directors

NAME	POSITION	REMUNERATION	EXPENSE
ALLEN, HEATHER	Alternate Director	1,032	
ALLISON, LINDA	Alternate Director	955	
BARKWILL, RICHARD	Alternate Director	637	
BAUER, MANFRED	Director	19,785	2,539
BLOOMFIELD, JULIUS	Director	15,262	
BOOT, TONI	Director	13,748	401
BUSH, GEORGE	Director	31,599	2,422
COTTRILL, TIMOTHY	Alternate Director	999	25
COYNE, ROBERT	Director	31,324	4,204
COYNE, SPENCER	Director	15,298	3,203
GETTENS, RILEY	Director	32,506	4,072
GOULD, BARBARA	Alternate Director	495	131
HOLLEY, ARDEN	Alternate Director	318	159
HOLMES, DOUGLAS	Director	16,623	970
JOHANSEN, MARTIN	Alternate Director	495	48
KIMBERLEY, GERALD	Alternate Director	13,394	
KNODEL, RICK	Director	31,346	5,216
KOZAKEVICH, KARLA	Chair	68,181	9,142
MANNING, VIRGINIA	Alternate Director	1,132	
MARVEN, CAMERON	Alternate Director	955	
MCKORTOFF, SUZAN	Director	14,449	1,906
MONTEITH, SUBRINA	Director	32,032	3,928
OBIREK, RONALD	Director	31,324	7,981
PENDERGRAFT, MARK	Director	32,386	6,509
RHODES, CECIL	Alternate Director	1,168	145
ROBERTS, TIMOTHY	Director	32,608	7,311
SENTES, JUDITH	Alternate Director	2,541	
SCHAFFER, TERRY	Alternate Director	1,527	122
STYFFE, TOM	Alternate Director	955	
TRAINER, ERIN	Alternate Director	1,232	32
VASSILAKI, JOHN	Director	15,248	
VEINTIMILLA, PETRA	Director	18,898	1,671
TOTAL: Elected Officials		\$ 480,453	\$ 62,135

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN

SCHEDULE SHOWING THE REMUNERATION AND EXPENSES PAID TO OR ON BEHALF OF EACH EMPLOYEE FOR THE YEAR ENDED DECEMBER 31, 2019

2. Other Employees (excluding those listed in Part 1 above)

NAME	POSITION	REGULAR REMUNERATION	EXPENSE
ANDERSON, STEPHEN	System Operator IV	89,472	99
BENNETT, WENDY	Solid Waste Facilities Coordinator	79,747	971
BLOOMFIELD, LIISA	Manager of Engineering	105,372	1,498
BOUWMEESTER, TIM	Manager of Information Services	113,227	516
CARLSON, DAVID J.	Utilities Foreman - Water	93,621	308
COTE, JOHN	Accountant	82,516	199
CUNNINGHAM, ADAM	System Operator III	77,520	-
DOLLEVOET, BRAD	General Manager of Development Services	125,671	2,844
EVANS-MACEWAN, NOELLE	Finance Supervisor	89,045	2,922
GARRISH, CHRISTOPHER	Manager of Planning	105,435	3,749
HAMILTON, DONALD	Solid Waste Facilities Supervisor	79,256	1,845
HILLMAN, JONATHAN	Systems Operator II	76,357	499
HOUGH, AARON	Building Official	84,461	1,066
JMIOFF, WES	Building Official	84,626	768
JUCH, STEPHEN	Development Engineering Supervisor	82,913	50
KURVINK, JOHN	Manager of Finance	115,213	5,180
MALDEN, CHRISTY	Manager of Legislative Services	109,384	3,761
MILLER, LAURA	Manager of Building and Enforcement Services	106,383	5,722
MOORE, KAREN	Laboratory Technician	76,963	682
MORGAN, KARMEN	Manager of Human Resources	109,682	997
NEWELL, WILLIAM	Chief Administrative Officer	163,923	4,634
PALMER, ROBERT	Environmental Technologist	84,223	1,431
PETRY, MARK	Building Official	83,858	838
PHILIPPS, LAURA	Payroll & Benefits Coordinator	80,432	804
REEDER, ANDREW	Manager of Operations	104,272	1,125
SEPPEN, RINA	Utilities Foreman - Wastewater	100,033	1,988
SHUTTLEWORTH, JUSTIN	Manager of Parks and Facilities	87,900	4,732
VAISLER, SEAN	Manager of Emergency Services	115,254	1,450
WEBB, NEIL	General Manager of Public Works & Engineering	124,478	2,868
WOLF, ANTON	Building Official	88,717	768
WOODS, MARK	General Manager of Community Services	127,249	811
		\$ 3,047,204	\$ 55,126
Consolidated totals of other employees with remuneration and expenses of \$75,000 or less		4,762,620	40,540
TOTAL: Other Employees		\$ 7,809,824	\$ 95,665

Note: The remuneration figures shown above include \$20,053 in overtime wages attributed to Emergency Operations

3. Reconciliation

Total remuneration - Elected Officials, Employees appointed by Cabinet and Members of Board of Directors	\$ 480,453
Total Remuneration - Other Employees	\$ 7,809,824
Subtotal	\$ 8,290,277
Employer's cost of benefits	\$ 1,354,118
Taxable benefits included in remuneration and in employer cost	\$ (68,020)
Payroll expensed but not paid by RDOS	\$ 417,493
Payroll related to OSRHD	\$ (49,859)
Taxable benefits included in suppliers & vendors	\$ (20,057)
Reconciling Items*	
Total Wages and Benefits per Statement of Consolidated Revenues and Expenditures (Schedule 2)	\$ 9,621,971

*The Financial Statements are prepared on a consolidated basis using the accrual method of accounting, whereas the employee remuneration schedule is prepared on a calendar cash payment basis.

Approved by:

Manager of Finance

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(2), (3), (4), (5) and (6)

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN

STATEMENT OF SEVERANCE AGREEMENTS

There were no severance agreement under which payment was made between RDOS and its non-unionized employees during fiscal year 2019.

Approved by:

Chief Administrative Officer

Prepared under the Financial Information Regulation, Schedule 1, subsection 6(8)

REGIONAL DISTRICT OKANAGAN SIMILKAMEEN

SCHEDULE SHOWING PAYMENTS MADE FOR THE PROVISION OF GOODS OR SERVICES FOR 2019

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000

SUPPLIER NAME	AGGREGATE AMOUNT PAID TO SUPPLIER
3 BAR CONSTRUCTION LTD.	66,262.13
AECOM CANADA LTD.	205,293.96
ANDREW SHERET LTD.	40,917.13
B&B WOOD GRINDING INC.	358,767.96
BAR 5 LEADERSHIP	59,312.34
BARRY BEECROFT FUEL DIST. LTD.	67,917.15
BASICGOV SYSTEMS INC	37,012.42
BC GRAPEGROWERS' ASSOCIATION	25,000.00
BC TRANSIT	420,817.94
BCCA PROGRAM DELIVERY INC	33,672.40
BCGEU CONTROLLER	77,276.23
BDO CANADA LLP	45,977.17
BEARFOOT RESOURCES LTD.	86,124.48
BLACK PRESS GROUP LTD.	33,567.74
BRANDT ENTERPRISES LTD.	32,515.13
CANADIAN DEWATERING LP	197,474.57
CAPRI INSURANCE	249,304.10
CARO ANALYTICAL SERVICES	77,782.52
CDW CANADA INC.	52,958.55
CHUTE CREEK CONSTRUCTION LTD.	459,641.29
CITY OF KELOWNA	243,198.00
CITY OF PENTICTON	880,647.91
CML PROJECT SERVICES LTD.	64,337.64
CORPORATE EXPRESS	36,500.63
DAVIES WILDFIRE MANAGEMENT INC.	59,901.03
DBM COMMUNICATIONS INC.	54,987.55
DEAD METAL RECYCLING INC.	32,102.70
DIGITAL POSTAGE ON CALL	40,000.00
DUTCHIES TRANSFER LTD.	31,423.79
E. PHILLIPS CONTRACTING	46,338.16
ECORA ENGINEERING AND RESOURCE GROUP LTD.	267,112.20
EN'OWKIN CENTRE	32,550.00
ERRIS VOLUNTEER FIRE ASSOCIATION	36,146.00
ESRI CANADA LIMITED	68,705.58
ET2MEDIA	86,414.16
FORTIS BC - ELECTRICITY	386,342.33
FORTIS BC - NATURAL GAS	32,079.11
GHD LIMITED	119,589.09
GILCHRIST & COMPANY	89,515.52
GRAPHIC OFFICE INTERIORS LTD	33,131.51
GREEN FOR LIFE ENVIRONMENTAL INC.	769,721.00
GREYBACK CONSTRUCTION LTD	450,637.74
GROUP SOURCE	50,671.16
GUILLEVIN INTERNATIONAL CO.	127,497.38
H & M EXCAVATING LTD.	323,092.53
HARMONY AUTO SALES LTD (DBA HARMONY HONDA)	42,313.95
HOULE ELECTRIC LIMITED	44,956.48

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000 (continued)

SUPPLIER NAME	AGGREGATE AMOUNT PAID TO SUPPLIER
HUB FIRE ENGINES & EQUIPMENT LTD.	57,074.56
HUSKA HOLDINGS LTD.	414,320.50
INTERCITY RECYCLE LTD.	100,870.96
Jafa SIGNS LTD.	26,551.09
JETCO LAWN CARE SERVICES	37,087.88
JON S WILSON CONSULTING	92,557.14
JUSTICE INSTITUTE OF B.C.	25,455.51
KIMCO CONTROLS LTD.	34,663.12
LANGLEY CONCRETE & TILE LTD.	67,005.15
LARRATT AQUATIC CONSULTING LTD.	29,593.20
MAGPYE PRODUCTIONS	30,271.93
MARTECH ELECTRICAL SYSTEM	26,442.75
MCELHANNEY CONSULTING SERVICES LTD.	66,829.94
MONERIS MERCHANT SERVICES	61,403.77
MORNEAU SHEPELL LTD.	442,442.57
MOSAIC ENVIRONMENTAL CONSULTING	30,806.69
MOYER BRAD	30,114.58
MPE ENGINEERING LTD	26,558.18
MUNICIPAL FINANCE AUTHORITY OF BC - LEASING	26,573.79
MUNICIPAL INSURANCE ASSN OF BC	182,307.13
MUNICIPAL PENSION PLAN	1,023,856.90
MURRAY BUICK GMC PENTICTON	44,897.13
NARAMATA EXCAVATING & CONTRACTING LTD.	31,271.06
NORTHWEST SAFEWORK SOLUTIONS INC.	37,572.19
OK EXCAVATING	66,612.04
OKANAGAN AND SIMILKAMEEN INVASIVE SPECIES SOCIETY	52,500.27
OKANAGAN NATION ALLIANCE	35,813.20
OLIVER & DISTRICT HERITAGE SOCIETY	150,500.00
OLIVER COMMUNITY THEATRE SOCIETY	110,000.00
OLIVER TOURISM ASSOCIATION	28,000.00
OLIVER TOWN OF	31,286.91
OMEGA COMMUNICATIONS LTD.	28,182.83
OPUS CONSULTING GROUP LTD.	56,299.36
OSOYOOS TOWN OF	660,445.48
PENTICTON & AREA COOPERATIVE ENTERPRISES	128,609.54
PRINCETON & DISTRICT HIGHWAY EXTRICATION	60,000.00
PRINCETON TOWN OF	596,024.00
PROVINCE OF BRITISH COLUMBIA	132,745.95
QUALITY MAINTENANCE	39,915.30
RECEIVER GENERAL FOR CANADA	1,947,340.53
RECTEC INDUSTRIES INC.	82,144.16
REGIONAL DISTRICT OF CENTRAL OKANAGAN	138,231.00
REMAX PENTICTON REALTY PROPERTY MANAGEMENT	74,009.14
REVOLUTION ENVIRONMENTAL SOLUTIONS LP	71,678.38
RICOH CANADA INC.	30,021.89
ROBBINS DRILLING AND PUMP LTD.	153,808.83
ROCKY MOUNTAIN PHOENIX	114,684.70
ROGERS	32,199.01
ROSE, GREGORY	55,272.00
S.S.G. HOLDINGS	203,290.50

1. Alphabetical list of suppliers who received aggregate payments exceeding \$25,000 (continued)

SUPPLIER NAME	AGGREGATE AMOUNT PAID TO SUPPLIER
SAMUEL SON & CO.	230,407.69
SCHOOL DISTRICT NO. 67 OKANAGAN SKAHA	37,595.92
SENKULMEN UTILITIES LTD.	65,395.74
SIMILKAMEEN COUNTRY DEVELOPMENT ASSOCIATION	33,000.00
SOUND WATER ADVISE	94,716.98
SOUTH OKANAGAN SECURITY SERVICES LTD	140,593.23
SPERLING HANSEN ASSOCIATES INC	79,784.25
STRUTHERS TECHNICAL SOLUTIONS LTD.	67,891.64
SUPERIOR SEPTIC SERVICES	75,739.31
TELUS COMMUNICATIONS (BC) INC.	102,695.12
TETRA TECH CANADA INC.	38,900.78
TRADEMARK INDUSTRIES	37,797.59
TWINCON ENTERPRISES LTD.	397,660.76
UNIQUE ENGINEERING & INSTALLATIONS INC.	28,008.23
URBAN SYSTEMS LTD.	53,570.66
VADIM COMPUTER MANAGEMENT GROUP	28,282.98
VALLEY ENVIRONMENTAL	29,826.93
WASTE CONNECTIONS OF CANADA INC.	1,202,000.14
WATERSHED ENGINEERING LTD.	34,660.86
WESTERN WATER ASSOCIATES LTD.	120,885.03
WFR WHOLESALE FIRE & RESCUE LTD.	27,949.38
WHITE BRYN	81,455.37
WILDSTONE ENVIRONMENTAL LTD.	658,816.71
WORKERS' COMP. BOARD OF B.C.	99,188.87
YOUNG ANDERSON BARRISTERS & SOLICITORS	129,122.25
TOTAL OF AGGREGATE PAYMENTS EXCEEDING \$25,000 PAID TO SUPPLIERS	\$ 18,999,598

2. Consolidated total paid to suppliers who received aggregate payments of \$25,000 or less

	\$ 3,151,934
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Note: The payments to suppliers figures shown above include approximately \$1,370,000 in expenses attributed to Emergency Operations

3. Total of payments to suppliers for grants and contributions exceeding \$25,000

CONSOLIDATED TOTAL OF GRANTS EXCEEDING \$25,000	\$ 178,389
CONSOLIDATED TOTAL OF AGGREGATED GRANTS NOT EXCEEDING \$25,000	\$ 158,900
CONSOLIDATED TOTAL OF GRANTS	\$ 337,289
CONSOLIDATED TOTAL OF CONTRIBUTIONS EXCEEDING \$25,000	\$ 225,738
CONSOLIDATED TOTAL OF AGGREGATED CONTRIBUTIONS NOT EXCEEDING \$25,000	\$ 16,769
CONSOLIDATED TOTAL OF GRANTS & CONTRIBUTIONS	\$ 579,796

4. Reconciliation

TOTAL OF AGGREGATE PAYMENTS EXCEEDING \$25,000 PAID TO SUPPLIERS	\$ 18,999,598
CONSOLIDATED PAYMENTS OF \$25,000 OR LESS PAID TO SUPPLIERS	3,151,934
EMPLOYEE REMUNERATION EXPENSES (Salaries & Benefits)	8,290,277
CONSOLIDATED TOTAL OF GRANTS & CONTRIBUTIONS	579,796
REQUISITIONS TO OTHER BOARDS	2,468,407
AMORTIZATION EXPENSE	2,759,776
INFORMATION SERVICES CHARGES	677,486
ADMINISTRATION CHARGES	827,378
EMPLOYEE PORTION OF PAYROLL DEDUCTIONS AND BENEFITS	(2,363,135)
UNION DUES PAID ON BEHALF OF EMPLOYEES	(77,276)
GST REBATES & ITC'S RECEIVED	(1,178,492)
AMOUNTS PAID ON BEHALF OF OTHER ORGANIZATIONS	
TANGIBLE CAPITAL ASSET PURCHASES	(3,598,804)
LANDFILL CLOSURE PROVISION	99,759
EXPENSES FROM OTHER ORGANIZATIONS NOT PAID BY RDOS	1,897,424
PREPAIDS EXPENSED	(4,470)
EOC EXPENSES CLAIMED DURING 2019	(549,770)
PAYABLES ACCRUED IN 2018 - PAID IN 2019	631,754
INTEREST EXPENSE	682,611
RECONCILING ITEMS*	<u>(305,786)</u>
TOTAL EXPENDITURES PER STATEMENT OF CONSOLIDATED REVENUES AND EXPENDITURES (SCHEDULE 2)	<u><u>\$ 32,988,465</u></u>

*The Financial Statements are prepared on a consolidated basis using the accrual method of accounting, whereas the supplier payments schedule is prepared on a calendar cash payment basis.

Approved by:

Manager of Finance

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 6, 2020

RE: Bylaw Notice Enforcement Bylaw No. 2507, 2010

Administrative Recommendations:

1. THAT Bylaw No. 2507.13, 2020 Bylaw Notice Enforcement Amendment Bylaw be read a first, second and third time and be adopted.
2. The following classes of persons be appointed as Screening Officers for the Regional District of Okanagan-Similkameen:
 - Manager of Building and Enforcement Services
 - Manager of Legislative Services
 - Manager of Planning Services
 - Legislative Services Coordinator

Purpose:

To amend sections of the Bylaw Notice Enforcement Bylaw and appoint Screening Officers in accordance with regulations.

Reference:

Bylaw Notice Enforcement Bylaw 2507, 2010
Local Government Bylaw Notice Enforcement Act
Screening Officer Bylaw Notice Policy

Business Plan Objective:

KSD 2 Meet public needs through the continuous improvement of key services by improving bylaws, policy and process within the organization

Background:

The Bylaw Notice Enforcement Bylaw provides the Regional District with a timely and cost-effective system for administering minor bylaw infractions. It avoids the time-consuming court processes associated with disputing bylaw tickets in the Provincial Court.

The Regional District has established a screening officer position to review bylaw notices. This review, between the screening officer and disputant, creates efficiencies for the system and results

in a number of disputed Bylaw Notices avoiding adjudication, which in turn results in cost and time savings. The Screening Officer is authorized to cancel a bylaw notice under certain circumstances, confirm the notice and refer it to an adjudicator, or enter into a compliance agreement with the person.

Analysis:

Administrative review of Bylaw No. 2507 revealed the need for a couple of “housekeeping” items. As a result, Bylaw No. 2507.12 proposes the following amendments:

- The list of classes of persons that may be appointed as screening officers be updated to reflect current Regional District management positions and add the Legislative Services Coordinator;
- A section that clearly itemizes the schedules that form part of the bylaw.

The proposed classes of persons to be appointed as screening officers are:

- Manager of Building and Enforcement Services
- Manager of Legislative Services
- Manager of Planning Services
- Legislative Services Coordinator

Alternatives:

1. THAT Bylaw No. 2507.13 not proceed.
2. THAT the following classes of persons be appointed as Screening Officers: _____.

Communication Strategy:

Bylaw No. 2507 (consolidated) is available on the Regional District website.

Respectfully submitted:

Endorsed by:

“Gillian Cramm”

G. Cramm, Legislative Services Coordinator

C. Malden, Manager of Legislative Services

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BYLAW NO. 2507.13, 2020**

A bylaw to amend Bylaw Notice Enforcement Bylaw No. 2507, 2010.

WHEREAS the Regional Board wishes to amend the Bylaw Notice Enforcement Bylaw No. 2507, 2010;

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

CITATION

1. This bylaw may be cited for all purposes as Bylaw Notice Enforcement Amendment Bylaw No. 2507.13, 2020.

AMENDMENT OF SERVICE

1. Bylaw Notice Enforcement Bylaw No. 2507, 2010 is amended by:
 - (a) Replace Section 8.2 with the following:

“The following are designated classes of persons that may be appointed as screening officers:

 - a) Building and Enforcement Services Manager
 - b) Legislative Services Manager
 - c) Planning Services Manager
 - d) Legislative Services Coordinator

and the Board may appoint screening officers from these classes of persons by name of office or otherwise.”
 - (b) Add Section 13
“The following schedules are attached to and form part of this bylaw:
Schedule A – Penalties for Bylaw Contravention Offences
Schedule B – Southern Interior Bylaw Notice Dispute Adjudication Registry Agreement
Schedule C – Compliance Agreement”

READ A FIRST, SECOND AND THIRD TIME this ___ day of ___, 20__.

ADOPTED this ___ day of ___ 20__.

RDOS Board Chair

Corporate Officer

Bylaw No. 2507, 2010

Regional District of Okanagan-Similkameen

Bylaw Notice Enforcement Bylaw

Consolidated for convenience purposes.
Includes all amendments to the text up to:
August 1, 2019

Summary of Amendments

Bylaw No.	Adopted	Amendment	Purpose
2507.01	January 6, 2011	Replace Schedule A; add Schedule C	To allow for a discounted penalty; and to add a compliance agreement
2507.02	February 17, 2011	Amend Schedule A	To allow penalty to be reduced up to 50% of fine
2507.03	August 15, 2013	Amend Schedule A	To allow for fines for noise related offences in Electoral Area "H"
2507.04	May 22, 2014	Amend Schedule B	To include Central Okanagan Regional District and Coldstream as participants; to amend definitions to include the new participants
2507.05	May 21, 2015	Replace Schedule A	To replace some wording to allow for consistency with Bylaw Notice Enforcement Act, Noise bylaws; zoning bylaws; introduce some new penalties relating to zoning bylaws, Untidy/Unsightly Premises bylaws, Building bylaw; remove reference to Area "H" Noise bylaw
2507.06	July 7, 2016	Replace Appendix 3(g) to Schedule A	To apply provisions of the Bylaw Enforcement Notice Bylaw within the Kennedy Lake development.
2507.07	January 4, 2018	Replace Appendix 1(a) & 1(b) of Schedule A; Rescind Appendix 1(c) of Schedule A	Replace schedule of fines applicable to the current Animal Control bylaw and Dog Control bylaw
2507.08	March 21, 2019	Replace Appendices 3(a)-(g) of Schedule A; Add new Appendix 3(h) of Schedule A; Replace Appendix 5(a) of Schedule A	To update reference to section numbers of land use bylaws, including new Electoral Area "I"; To revise Building bylaw offences to be more consistent with member municipalities
2507.09	June 6, 2019	Add Appendix 5(A) of Schedule A; Add new Appendices 8(a)-(g); Add new Appendix 9	To include offences under Building Bylaw No. 2805; include offences for failure to obtain a Development Permit; to include offences under Fireworks Regulation and Prohibition Bylaw
2507.10	July 18, 2019	Add Appendix 10	To allow for fines at the Apex Mountain Waste Transfer Station
2507.11	August 1, 2019	Replace Appendix 5(A)	To correct reference numbers within appendix 5(A) and minor housekeeping errors

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2507, 2010

A bylaw respecting the enforcement of bylaw notices.

WHEREAS pursuant to Section 266.2 of the *Local Government Act*, the Regional Board of the Regional District of Okanagan-Similkameen may enforce the *Local Government Notice Enforcement Act*;

AND WHEREAS the Regional Board is desirous of enforcing the *Bylaw Notice Enforcement Act*;

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

Section 1 – Citation

1.1. This Bylaw shall be cited as the Bylaw Notice Enforcement Bylaw 2507, 2010.

Section 2 – Interpretation

2.1. In this bylaw:

- a) “Act” means the “*Local Government Bylaw Notice Enforcement Act*”
- b) “District” means the “Regional District of Okanagan-Similkameen”
- c) “Registry” means the Southern Interior Bylaw Notice Adjudication Registry established pursuant to this Bylaw.

Section 3 – Terms

3.1 The terms in this bylaw have the same meaning as the terms defined in the *Act*.

Section 4 – Bylaw Contraventions

4.1 The bylaws and bylaw contraventions designated in Schedule ‘A’ attached hereto and forming part of this bylaw may be dealt with by bylaw notice.

Section 5 – Offence and Penalty

5.1 The penalty for a contravention referred to in Section 4 is referenced in Schedule ‘A’.

Section 6 – Period for Paying a Disputed Notice

6.1 A person who receives a bylaw notice must, within 14 days of the date on which the person received or is presumed to have received the bylaw notice:

- a) Pay the penalty, or
- b) Request Dispute Adjudication,

by filling in the appropriate portion of the bylaw notice indicating either a payment or a dispute and delivering it, either in person during regular office hours, or by mail, to the Regional District of Okanagan-Similkameen.

- 6.2 A person may pay the indicated penalty after 14 days of receiving the notice, but no person may dispute the notice after 14 days of receiving the bylaw notice.
- 6.3 Where a person was not served personally with a bylaw notice and advises the Regional District, in accordance with the requirements of Section 25 of the *Act*, that they did not receive a copy of the original notice, the time limits for responding to a bylaw notice under Section 6.1 and Section 6.2 of this Bylaw do not begin to run until a copy of the bylaw notice is re-delivered to them in accordance with the *Act*.

Section 7 – Bylaw Notice Dispute Adjudication Registry

- 7.1 The Registry is established as a bylaw notice dispute adjudication system in accordance with the Act to resolve disputes in relation to bylaw notices.
- 7.2 The civic address of the Registry is the City of Kelowna, 1435 Water Street, Kelowna, BC V1Y 1J4.
- 7.3 The City of Kelowna is authorized to enter into, and the Mayor and Clerk are authorized to execute, the dispute adjudication system agreement in the form and with the content of the agreement attached as Schedule “B”.
- 7.4 Every person who is unsuccessful in dispute adjudication in relation to a bylaw notice or a compliance agreement under the dispute adjudication system established under this section must pay the City of Kelowna an additional fee of \$25 for the purpose of the City of Kelowna recovering the costs of the adjudication system.

Section 8 – Screening Officers

- 8.1 The position of screening officer is established.
- 8.2 The following are designated classes of persons that may be appointed as screening officers:
 - a) Bylaw Enforcement Officers
 - b) Building Officials
 - c) Manager of Community Services
 - d) Manager of Development Services
 - e) Planning Technician I
 - f) Manager of Public Works

and the Board may appoint screening officers from these classes of persons by name of office or otherwise.

Section 9 – Powers, Duties and Functions of Screening Officers

- 9.1 The powers, duties and functions of screening officers are as set out in the *Act*, and include the following powers:
- a) Where requested by the person against whom a contravention is alleged, communicate information respecting the nature of the contravention, the provision of the bylaw contravened, the facts on which the contravention allegation is based, the penalty for a contravention, the opportunity to enter into a compliance agreement, the opportunity to proceed to the bylaw notice dispute adjudication system and the fee or fees payable in relation to the bylaw notice enforcement process;
 - b) To communicate with any or all of the following for the purposes of performing their functions under this Bylaw or the *Act*:
 - i. the person against whom a contravention is alleged or their representative;
 - ii. the officer issuing the notice;
 - iii. the complainant or their representative;
 - iv. the Regional District’s staff and records regarding the disputant’s history of bylaw compliance.
 - c) To prepare and enter into compliance agreements under the *Act* with persons who dispute bylaw notices, including to establish terms and conditions for compliance that the Screening Officer considers necessary or advisable, including time periods for payment of penalties and compliance with the Bylaw;
 - d) To cancel bylaw notices in accordance with the *Act* or Regional District policies and guidelines.
- 9.2 The bylaw contraventions in relation to which a Screening Officer may enter into a compliance agreement are indicated in Column 6 of Schedule “A”.¹
- 9.3 The maximum duration of a compliance agreement is one year.

Section 10 – Bylaw Enforcement Officers

- 10.1 Persons acting as any of the following are designated as Bylaw Enforcement Officers for the purposes of this Bylaw and the *Act*:
- a) Special constables, officers, members or constables of:
 - i. The provincial police force as defined in Section 1 of the *Police Act*.
 - b) Bylaw Enforcement Officers appointed pursuant to the *Police Act* and *Community Charter*;
 - c) Local Assistants to the Fire Commissioner under Section 6 of the *Fire Services Act*;
 - d) Bylaw Enforcement Officers, Building Officials, or other persons acting in another capacity on behalf of the Regional District for the purpose of enforcement of one or more of its Bylaws.

¹ Bylaw No. 2507.01, adopted January 6, 2011

Section 11 – Form of Bylaw Notice

11.1 The Regional District may from time to time provide for the form or forms of the bylaw notice, provided the bylaw notice complies with Section 4 of the *Act*.

Section 12 – Severability

12.1 If a portion of this Bylaw is held invalid by a Court of competent jurisdiction, then the invalid portion must be severed and the remainder of this bylaw is deemed to have been adopted without the severed section, subsection, paragraph, subparagraph, clause or phrase.

READ A FIRST, SECOND, AND THIRD TIME this 17th day of June, 2010.

ADOPTED this 17th day of June, 2010.

RDOS Board Chair

Chief Administrative Officer

Appendix 1(a) to Schedule A²

**Electoral Areas “A”, “B”, “C”, “D”, “E” “F” and “G”
Dog Control Bylaw No. 2671, 2017**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
No Current Dog Licence	3.2	\$100.00	\$90.00	\$110.00	Yes
Replacement Licence Not Purchased	3.3	\$50.00	\$45.00	\$55.00	Yes
Licence not affixed / dog not wearing licence	3.9	\$25.00	\$22.50	\$27.50	No
Falsifying Information	3.11	\$100.00	\$90.00	\$110.00	No
Dog At Large	4.1	\$100.00	\$90.00	\$110.00	No
Harassing or chasing another Animal, person or cyclist	4.2	\$200.00	\$180.00	\$220.00	Yes
Injured or killed another Animal or person	4.3	\$300.00	\$270.00	\$330.00	Yes
Dog within a playground area	4.5	\$100.00	\$90.00	\$110.00	Yes
Off leash in a Park	4.6	\$100.00	\$90.00	\$110.00	No
Aggressive Dog off leash and /or leash extended more than 1 m	5.1	\$150.00	\$135.00	\$165.00	No
Aggressive dog not muzzled	5.2	\$150.00	\$135.00	\$165.00	No

² Bylaw No. 2507.07, 2018 Bylaw Notice Enforcement Amendment Bylaw, adopted January 4, 2018

Appendix 1(a) to Schedule A²

**Electoral Areas “A”, “B”, “C”, “D”, “E” “F” and “G”
Dog Control Bylaw No. 2671, 2017**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Leash held by a person not capable	5.3	\$150.00	\$135.00	\$165.00	No
Aggressive dog not securely confined	5.4 (a) 5.4 (b)	\$150.00	\$135.00	\$165.00	Yes
Owner not permitting Officer to photograph aggressive dog	5.5	\$150.00	\$135.00	\$165.00	Yes
Vicious Dog off leash and / or leash extended more than 1 m	6.1	\$200.00	\$180.00	\$220.00	No
Vicious dog not muzzled	6.2	\$200.00	\$180.00	\$220.00	No
Leash held by a person not capable	6.3	\$200.00	\$180.00	\$220.00	No
Vicious dog not securely confined	6.4	\$400.00	\$360.00	\$440.00	Yes
Vicious dog within a Dog Park	6.5	\$400.00	\$360.00	\$440.00	No
Owner not permitting Officer to microchip vicious dog and / or not paying for costs	6.6	\$250.00	\$225.00	\$275.00	Yes

Appendix 1(a) to Schedule A²

**Electoral Areas “A”, “B”, “C”, “D”, “E” “F” and “G”
Dog Control Bylaw No. 2671, 2017**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Dangerous Dog off leash and /or leash extended more than 1 m	7.2	\$300.00	\$270.00	\$330.00	No
Dangerous dog not muzzled	7.3	\$300.00	\$270.00	\$330.00	No
Leash held by a person not capable	7.4	\$300.00	\$270.00	\$330.00	No
Dangerous dog not securely confined	7.5	\$500.00	\$450.00	\$550.00	Yes
Dangerous dog within a park, beach or swimming area	7.6	\$500.00	\$450.00	\$550.00	No
Dangerous dog within 300m of a dog park	7.7	\$400.00	\$360.00	\$440.00	No
No liability insurance or unable to provide proof	7.8	\$500.00	\$450.00	\$550.00	Yes
No suitable means of dog feces disposal	8.1	\$25.00	\$22.50	\$27.50	No
Owner not providing proof of compliance with Section 8.1	8.3	\$25.00	\$22.50	\$27.50	No
Dog feces permitted to accumulate, noticeable odour	8.4	\$150.00	\$135.00	\$165.00	Yes

Appendix 1(a) to Schedule A²

**Electoral Areas "A", "B", "C", "D", "E" "F" and "G"
Dog Control Bylaw No. 2671, 2017**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Unattended, confined dog placing dog at risk	8.5	\$300.00	\$270.00	\$330.00	No
Obstruct an Officer	9.2	\$300.00	\$270.00	\$330.00	No

Appendix 1(b) to Schedule A³

**Electoral Areas “B” and “G”
Animal Control Bylaw No. 2763, 2017**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Too many animals on parcel less than 0.5 ha	3.1	\$100.00	\$90.00	\$110.00	Y
Animals exceed numbers permitted	3.2	\$200.00	\$180.00	\$220.00	Y
Animal(s) at Large	3.3	\$200.00	\$180.00	\$220.00	N
Obstruct Animal Control Officer	4.2	\$300.00	\$270.00	\$330.00	N

³ Bylaw No. 2507.07, 2018 Bylaw Notice Enforcement Amendment Bylaw, adopted January 4, 2018

Appendix 2(a) to Schedule A

Electoral Area "C"

Noise Regulation and Prohibition Bylaw No. 2397, 2007

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Disturbing the Peace	3.1	\$100.00	\$90.00	\$110.00	No
Animal Making Noise	3.2	\$150.00	\$135.00	\$165.00	No
Making Construction Noise	3.3	\$150.00	\$135.00	\$165.00	No
Idling\running diesel engine, truck, or bus	3.4	\$100.00	\$90.00	\$110.00	No

Appendix 2(b) to Schedule A

Electoral Area "D"

Noise Regulation and Prohibition Bylaw No. 1527, 1994

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Disturbing the Peace	6	\$100.00	\$90.00	\$110.00	No
Animal Making Noise	7	\$150.00	\$135.00	\$165.00	No
Making Construction Noise	8	\$150.00	\$135.00	\$165.00	No
Idling\running diesel engine, truck or bus	9	\$100.00	\$90.00	\$110.00	No

Appendix 2(c) to Schedule A

Electoral Area "E"

Noise Regulation and Prohibition Bylaw No. 2386, 2006

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Disturbing the Peace	3.1	\$100.00	\$90.00	\$110.00	No
Animal Making Noise	3.2	\$150.00	\$135.00	\$165.00	No
Making Construction Noise	3.3	\$150.00	\$135.00	\$165.00	No
Idling/running diesel engine, truck or bus	3.4	\$100.00	\$90.00	\$110.00	No

Appendix 2(d) to Schedule A

Electoral Area "F"

Noise Regulation and Prohibition Bylaw No. 1526, 1994

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Disturbing the Peace	4	\$100.00	\$90.00	\$110.00	No
Animal Making Noise	5	\$150.00	\$135.00	\$165.00	No
Making Construction Noise	6	\$150.00	\$135.00	\$165.00	No

Appendix 3(a) to Schedule A⁴
Electoral Area "A"
Zoning Bylaw No. 2451, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Obstructing an officer, person or employee	3.3.1	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	5.4.1 – 5.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	5.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Tent or Recreational Vehicle Used as residence	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Derelict vehicles exceed number permitted / Salvage Operation	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	7.7	\$100.00	\$90.00	\$110.00	Yes
Fence heights	7.8.1	\$100.00	\$90.00	\$110.00	Yes
Deer Fence Wrong Material	7.8.1(e)	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.2	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.3	\$100.00	\$90.00	\$110.00	No
Screening and Landscaping	7.9	\$100.00	\$90.00	\$110.00	Yes
Exterior lighting not deflected	7.10	\$100.00	\$90.00	\$110.00	Yes
Accessory Dwelling or Mobile Home	7.11	\$200.00	\$180.00	\$220.00	Yes
Secondary Suites	7.12.1 – 7.12.6	\$100.00	\$90.00	\$110.00	Yes

⁴ Bylaw No. 2507.08, 2019 RDOS Bylaw Notice Enforcement Amendment Bylaw, adopted March 21, 2019

Appendix 3(a) to Schedule A⁴
Electoral Area "A"
Zoning Bylaw No. 2451, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Accessory building and structures	7.13.1 – 7.13.5	\$100.00	\$90.00	\$110.00	Yes
Accessory Temporary Buildings, Mobile Buildings, Recreational Vehicles	7.14.1-7.14.4	\$200.00	\$180.00	\$220.00	Yes
Agri-Tourism Accommodation	7.16.1 – 7.16.7	\$400.00	\$360.00	\$440.00	Yes
Home Occupations	7.17.1-7.17.7	\$200.00	\$180.00	\$220.00	Yes
Home Industries	7.18.1-7.18.10	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast Operations	7.19.1 – 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Signs	7.20.1-7.20.7	\$100.00	\$90.00	\$110.00	Yes
Keeping of Livestock and Honeybees	7.23.1 – 7.23.4	\$200.00	\$180.00	\$220.00	Yes
Kennel Facilities	7.25.1-7.25.2	\$100.00	\$90.00	\$110.00	Yes
Retaining Walls	7.26-1-7.26.6	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Insufficient off-street vehicle parking spaces	9.5 Table 9.2	\$100.00	\$90.00	\$110.00	Yes

Appendix 3(b) to Schedule A⁵
Electoral Area “C”
Zoning Bylaw No. 2453, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Obstructing an officer, person or employee	3.3.1	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	5.4.1 – 5.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	5.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Tent or Recreational Vehicle Used as Residence	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Derelict vehicles exceed number permitted	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	7.7	\$100.00	\$90.00	\$110.00	Yes
Fence heights	7.8.1	\$100.00	\$90.00	\$110.00	Yes
Deer Fence Wrong Material	7.8.1(e)	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.2	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.3	\$100.00	\$90.00	\$110.00	No
Provision and maintenance of screening and landscaping	7.9	\$100.00	\$90.00	\$110.00	Yes
Exterior lighting not deflected	7.10.1	\$100.00	\$90.00	\$110.00	Yes
Accessory Dwelling or Mobile Home	7.11	\$200.00	\$180.00	\$220.00	Yes

⁵ Bylaw No. 2507.08, 2019 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted March 21, 2019

Appendix 3(b) to Schedule A⁵
Electoral Area “C”
Zoning Bylaw No. 2453, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Secondary Suite	7.12.1 – 7.12.6	\$100.00	\$90.00	\$110.00	Yes
Accessory building and structures	7.13.1 – 7.13.5	\$100.00	\$90.00	\$110.00	Yes
Accessory Temporary Buildings, Mobile Buildings, Recreational Vehicle	7.14 .1-7.14.4	\$200.00	\$180.00	\$220.00	Yes
Agri-Tourism Accommodation	7.16.1 – 7.16.7	\$400.00	\$360.00	\$440.00	Yes
Home Occupations	7.17.1-7.17.7	\$200.00	\$180.00	\$220.00	Yes
Home Industries	7.18.1- 7.18.10	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast Operations	7.19.1 – 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Signs	7.20.1-7.20.7	\$100.00	\$90.00	\$110.00	Yes
Keeping of Livestock and Honeybees	7.23.1 – 7.23.4	\$100.00	\$90.00	\$110.00	Yes
Kennel Facilities	7.25.1-7.25.2	\$100.00	\$90.00	\$110.00	Yes
Retaining walls	7.27.1-7.27.6	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Insufficient off-street vehicle parking spaces	9.6 Table 9.2	\$100.00	\$90.00	\$110.00	Yes
Fuel distribution pumps or devices setbacks	13.2.6(b)	\$300.00	\$270.00	\$330.00	Yes

Appendix 3(c) to Schedule A⁶
Electoral Area “D”
Zoning Bylaw No. 2455, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Obstructing an officer, person or employee	3.3.1	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	5.4.1 – 5.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	5.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Tent or Recreational Vehicle Used as Residence	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Derelict vehicles exceed number permitted	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Use of land for an “asphalt plant”	7.4.4	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	7.7	\$100.00	\$90.00	\$110.00	Yes
Fence heights	7.8	\$100.00	\$90.00	\$110.00	Yes
Deer Fence / Wrong Material	7.8.1(e)	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.2	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.3	\$100.00	\$90.00	\$110.00	No
Provision and maintenance of screening and landscaping	7.9	\$100.00	\$90.00	\$110.00	Yes
Exterior lighting not deflected	7.10	\$100.00	\$90.00	\$110.00	Yes

⁶ Bylaw No. 2507.08, 2019 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted March 21, 2019

Appendix 3(c) to Schedule A⁶
Electoral Area “D”
Zoning Bylaw No. 2455, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Accessory dwellings	7.11	\$200.00	\$180.00	\$220.00	Yes
Secondary Suites	7.12.1–7.12.6	\$100.00	\$90.00	\$110.00	Yes
Accessory building and structures	7.13.1 – 7.13.5	\$100.00	\$90.00	\$110.00	Yes
Accessory Temporary Buildings, Mobile Buildings, Recreational Vehicles	7.14.1-7.14.4	\$200.00	\$180.00	\$220.00	Yes
Home Occupations	7.17.1-7.17.6	\$200.00	\$180.00	\$220.00	Yes
Home Industries	7.18.1-7.18.8	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast Operation	7.19.1–7.19.9	\$300.00	\$270.00	\$330.00	Yes
Signs	7.20.1-7.20.7	\$100.00	\$90.00	\$110.00	Yes
Keeping of Livestock and Honeybees	7.23.1 – 7.23.4	\$100.00	\$90.00	\$110.00	Yes
Kennel Facilities	7.25.1-7.25.2	\$100.00	\$90.00	\$110.00	Yes
Agri-Tourism Accommodation	7.26.1 – 7.26.7	\$400.00	\$360.00	\$440.00	Yes
Retaining walls	7.27.1-7.27.6	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Insufficient off-street vehicle parking spaces	9.6 Table 9.2	\$100.00	\$90.00	\$110.00	Yes
Fuel distribution pumps or devices setbacks	14.9.6(b)	\$300.00	\$270.00	\$330.00	Yes

Appendix 3(d) to Schedule A⁷
Electoral Area “E”
Zoning Bylaw No. 2459, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Obstructing an officer, person or employee	3.3.1	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	5.4.1 – 5.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	5.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Tent or Recreational Vehicle Used as Residence	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Derelict vehicles exceed number permitted	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	7.7	\$100.00	\$90.00	\$110.00	Yes
Fence heights	7.8.1	\$100.00	\$90.00	\$110.00	Yes
Deer Fence / Wrong Material	7.8.1(e)	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.2	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.3	\$100.00	\$90.00	\$110.00	No
Provision and maintenance of screening and landscaping	7.9	\$100.00	\$90.00	\$110.00	Yes
Exterior lighting not deflected	7.10.1	\$100.00	\$90.00	\$110.00	Yes

⁷ Bylaw No. 2507.08, 2019 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted March 21, 2019

Appendix 3(d) to Schedule A⁷
Electoral Area “E”
Zoning Bylaw No. 2459, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Accessory Dwelling or Mobile Home	7.11.1-7.11.2	\$200.00	\$180.00	\$220.00	Yes
Secondary Suite contrary to provisions	7.12.1 – 7.12.6	\$100.00	\$90.00	\$110.00	Yes
Accessory building and structures	7.13.1 – 7.13.5	\$100.00	\$90.00	\$110.00	Yes
Accessory Temporary Buildings, Mobile Buildings, Recreational vehicles	7.14.1-7.14.4	\$200.00	\$180.00	\$220.00	Yes
Home Occupations	7.17.1-7.17.8	\$200.00	\$180.00	\$220.00	Yes
Home Industries	7.18.1-7.18.9	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast	7.19.1-7.19.9	\$300.00	\$270.00	\$330.00	Yes
Signs	7.20.1-7.20.7	\$100.00	\$90.00	\$110.00	Yes
Keeping of Livestock and Honeybees	7.23.1 – 7.23.4	\$100.00	\$90.00	\$110.00	Yes
Kennel Facilities	7.25.1-7.25.2	\$100.00	\$90.00	\$110.00	Yes
Agri-Tourism Accommodation	7.26.1 – 7.26.7	\$400.00	\$360.00	\$440.00	Yes
Retaining walls	7.27.1-7.27.6	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Insufficient off-street vehicle parking spaces	9.5 Table 9.2	\$100.00	\$90.00	\$110.00	Yes

Appendix 3(e) to Schedule A⁸
Electoral Area "F"
Zoning Bylaw No. 2461, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Obstructing an officer, person or employee	3.3.1	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	5.4.1 – 5.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	5.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Tent or Recreational Vehicle Used as Residence	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Derelict vehicles exceed number permitted	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	7.7	\$100.00	\$90.00	\$110.00	Yes
Fence heights	7.8.1	\$100.00	\$90.00	\$110.00	Yes
Deer Fence Wrong Material	7.8.1(e)	\$100.00	\$90.00	\$110.00	Yes
Park Fence Wrong Material	7.8.1(f)	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.2	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.3	\$100.00	\$90.00	\$110.00	No
Provision and maintenance of screening and landscaping	7.9	\$100.00	\$90.00	\$110.00	Yes
Exterior lighting not deflected	7.10	\$100.00	\$90.00	\$110.00	Yes
Accessory Dwelling or Mobile Home	7.11.1-7.11.5	200.00	\$180.00	\$220.00	Yes

⁸ Bylaw No. 2507.08, 2019 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted March 21, 2019

Appendix 3(e) to Schedule A⁸
Electoral Area "F"
Zoning Bylaw No. 2461, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Secondary Suites	7.12.1 – 7.12.6	\$100.00	\$90.00	\$110.00	Yes
Accessory building and structures	7.13.1 – 7.13.5	\$100.00	\$90.00	\$110.00	Yes
Accessory Temporary Buildings, Mobile Buildings, Recreational Vehicles	7.14.1-7.14.3	\$200.00	\$180.00	\$220.00	Yes
Agri-Tourism Accommodation	7.16.1 – 7.16.7	\$400.00	\$360.00	\$440.00	Yes
Home Occupations	7.17.1- 7.17.10	\$200.00	\$180.00	\$220.00	Yes
Home Industries	7.18.1- 7.18.11	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast Operations	7.19.1-7.19.9	\$300.00	\$270.00	\$330.00	Yes
Signs	7.20-7.20.7	\$100.00	\$90.00	\$110.00	Yes
Keeping of Livestock and Honeybees	7.23.1 – 7.23.4	\$100.00	\$90.00	\$110.00	Yes
Docks & Boatlifts	7.26.1 – 7.26.5	\$100.00	\$90.00	\$110.00	Yes
Kennel Facilities	7.27.1-7.27.2	\$100.00	\$90.00	\$110.00	Yes
Retaining Walls	7.28.1-7.28.6	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Insufficient off-street vehicle parking spaces	9.4 Table 9.2	\$100.00	\$90.00	\$110.00	Yes

Appendix 3(f) to Schedule A⁹
Electoral Area “G”
Zoning Bylaw No. 2781, 2017

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Obstructing an officer, person or employee	3.3.1	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	5.4.1 – 5.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	5.5	\$300.00	\$270.00	\$330.00	Yes
Tent or Recreational Vehicle Used as Residence	6.4.1	\$200.00	\$180.00	\$220.00	Yes
Derelict vehicles exceed number permitted	6.4.2	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	6.5	\$100.00	\$90.00	\$110.00	Yes
Fence heights	6.6.2	\$100.00	\$90.00	\$110.00	Yes
Deer Fence / Wrong Material	6.6.2(c)	\$100.00	\$90.00	\$110.00	Yes
Razor Wire Fence	6.6.3	\$100.00	\$90.00	\$110.00	No
Accessory building and structures	6.7.1 – 6.7.2	\$100.00	\$90.00	\$110.00	Yes
Accessory Dwellings not allowed	6.8	\$500.00	450.00	\$550.00	No
Secondary Suites	6.9.1 – 6.9.6	\$100.00	\$90.00	\$110.00	Yes
Residential occupancy of recreational vehicle	6.10.1 – 6.10.2	\$200.00	\$180.00	\$220.00	Yes
Home Occupations	6.11.1-6.11.7	\$200.00	\$180.00	\$220.00	Yes

⁹ Bylaw No. 2507.08, 2019 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted March 21, 2019

Appendix 3(f) to Schedule A⁹
Electoral Area "G"
Zoning Bylaw No. 2781, 2017

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Home Industry	6.12.1- 6.12.10	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast operated contrary to provisions	6.13.1 – 6.13.9	\$300.00	\$270.00	\$330.00	Yes
Keeping of Livestock and Honeybees	6.14.1 – 6.14.4	\$100.00	\$90.00	\$110.00	Yes
Kennel Facilities	6.15.1-6.15.2	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Insufficient off-street vehicle parking spaces	9.4	\$100.00	\$90.00	\$110.00	Yes

Appendix 3(g) to Schedule A¹⁰
Electoral Area “H”
Zoning Bylaw No. 2498, 2012

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Obstructing an officer, person or employee	3.3.1	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	6.4.1 – 6.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	6.5	\$300.00	\$270.00	\$330.00	Yes
Tent as permanent residence	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Recreational Vehicle Used as Residence	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Derelict vehicles exceed number permitted	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	7.5	\$100.00	\$90.00	\$110.00	Yes
Fence heights	7.6.1	\$100.00	\$90.00	\$110.00	Yes
Deer Fence / Wrong Material	7.6.1(e)	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.6.2	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.6.3	\$100.00	\$90.00	\$110.00	No
Provision and maintenance of screening and landscaping	7.7	\$100.00	\$90.00	\$110.00	Yes
Exterior lighting not deflected	7.8.1	\$100.00	\$90.00	\$110.00	Yes
Accessory Dwellings or Mobile Homes	7.9.1-7.9.5	\$200.00	\$180.00	\$220.00	Yes

¹⁰ Bylaw No. 2507.08, 2019 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted March 21, 2019

Appendix 3(g) to Schedule A¹⁰
Electoral Area “H”
Zoning Bylaw No. 2498, 2012

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Secondary Suites	7.10.1-7.10.5	\$100.00	\$90.00	\$110.00	Yes
Carriage houses	7.11.1-7.11.6	\$100.00	\$90.00	\$110.00	Yes
Accessory buildings and structures	7.12.1-7.12.5	\$100.00	\$90.00	\$110.00	Yes
Residential occupancy of recreational vehicles	7.14.1-7.14.4	\$200.00	\$180.00	\$220.00	Yes
Agri-Tourism Accommodation	7.15.1-7.15.7	\$400.00	\$360.00	\$440.00	Yes
Home Occupations	7.16.1-7.16.7	\$200.00	\$180.00	\$220.00	Yes
Home Industries	7.17.1- 7.17.10	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast	7.18.1 – 7.18.9	\$300.00	\$270.00	\$330.00	Yes
Signs	7.19.1-7.19.7	\$100.00	\$90.00	\$110.00	Yes
Keeping of Livestock and Honeybees	7.22.1 – 7.22.4	\$100.00	\$90.00	\$110.00	Yes
Fuel Storage and Distribution	7.24.1-7.24.2	\$300.00	\$270.00	\$330.00	Yes
Composting Facilities	7.25	\$300.00	\$270.00	\$330.00	Yes
Tourist Cabins	7.26.1	\$100.00	\$90.00	\$110.00	Yes
Kennel Facilities	7.28.1-7.28.2	\$100.00	\$90.00	\$110.00	Yes
Retaining walls	7.29.1-7.29-6	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Insufficient off-street vehicle parking spaces	9.5 Table 9.2	\$100.00	\$90.00	\$110.00	Yes

Appendix 3(g) to Schedule A¹⁰
Electoral Area "H"
Zoning Bylaw No. 2498, 2012

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
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Kennedy Lake Comprehensive Development Zone (CD6)

Non permitted use Recreational Use Area	16.6	\$500.00	\$480.00	\$520.00	No
Non permitted use Non- Occupancy Area	16.7	\$500.00	\$480.00	\$520.00	No
Exceeding Maximum Density	16.9(a)	\$300.00	\$280.00	\$320.00	Yes
Seasonal Cabin or Recreational Vehicle in Non-Occupancy Area	16.9(b)	\$500.00	\$480.00	\$520.00	Yes
Minimum Setbacks	16.11	\$200.00	\$180.00	\$220.00	Yes
Maximum Height	16.12	\$100.00	\$90.00	\$110.00	Yes
Maximum Floor Area	16.13	\$100.00	\$90.00	\$110.00	Yes

Appendix 3(h) to Schedule A¹¹
Electoral Area "I"
Zoning Bylaw No. 2457, 2012

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Obstructing an officer, person or employee	3.3.1	\$300.00	\$270.00	\$330.00	No
Operating a Use Not Listed in Respect of a Particular Zone	5.4.1 – 5.4.3	\$500.00	\$450.00	\$550.00	No
Conditions of Use (restrictions within Section 10.0 to 16)	5.5	\$300.00	\$270.00	\$330.00	Yes
Uses in contravention of terms or conditions of TUP	7.4.1	\$300.00	\$270.00	\$330.00	Yes
Tent or Recreational Vehicle Used as Residence	7.4.2	\$200.00	\$180.00	\$220.00	Yes
Derelict vehicles exceed number permitted	7.4.3	\$200.00	\$180.00	\$220.00	Yes
Features projecting into setbacks	7.7	\$100.00	\$90.00	\$110.00	Yes
Fence heights	7.8.1	\$100.00	\$90.00	\$110.00	Yes
Deer Fence not Permitted/Wrong Material	7.8.1(e)	\$100.00	\$90.00	\$110.00	Yes
Barbed Wire Fence	7.8.2	\$100.00	\$90.00	\$110.00	No
Razor Wire Fence	7.8.3	\$100.00	\$90.00	\$110.00	No
Provision and maintenance of screening and landscaping	7.9	\$100.00	\$90.00	\$110.00	Yes
Exterior lighting not deflected	7.10	\$100.00	\$90.00	\$110.00	Yes

¹¹ Bylaw No. 2507.08, 2019 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted March 21, 2019

Appendix 3(h) to Schedule A¹¹
Electoral Area "I"
Zoning Bylaw No. 2457, 2012

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Accessory Dwelling or Mobile Home	7.11.1-7.11.5	\$200.00	\$180.00	\$220.00	Yes
Secondary Suites	7.12.1 – 7.12.6	\$100.00	\$90.00	\$110.00	Yes
Accessory buildings and structures	7.13.1 – 7.13.5	\$100.00	\$90.00	\$110.00	Yes
Accessory Temporary Buildings, Mobile Buildings, Recreational Vehicles	7.14.1-7.14.4	\$200.00	\$180.00	\$220.00	Yes
Home Occupations	7.17.1-7.17.7	\$200.00	\$180.00	\$220.00	Yes
Home Industries	7.18.1- 7.18.10	\$200.00	\$180.00	\$220.00	Yes
Bed and Breakfast Operation	7.19.1 – 7.19.9	\$300.00	\$270.00	\$330.00	Yes
Signs	7.20.1-7.20.8	\$100.00	\$90.00	\$110.00	Yes
Keeping of Livestock and Honeybees	7.23.1 – 7.23.4	\$100.00	\$90.00	\$110.00	Yes
Kennel Facilities	7.25.1-7.25.2	\$100.00	\$90.00	\$110.00	Yes
Vacation Rentals	7.28.1-7.28.8	\$400.00	\$360.00	\$440.00	Yes
Agri-Tourism Accommodation	7.29.1-7.29.7	\$400.00	\$360.00	\$440.00	Yes
Retaining walls	7.30.1-7.30.6	\$100.00	\$90.00	\$110.00	Yes
Parking / loading not on same parcel	9.2.1	\$100.00	\$90.00	\$110.00	Yes
Insufficient off-street vehicle parking spaces	9.5 Table 9.2	\$100.00	\$90.00	\$110.00	Yes

Appendix 4(a) to Schedule A

Parks Regulation Bylaw No. 704, 1982

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Selling without Permission	3 (g) (i)	\$100.00	\$90.00	\$110.00	No
Prohibited Event	3 (g) (iii)	\$100.00	\$90.00	\$110.00	No
Lighting Fire	3 (g) (iii)	\$100.00	\$90.00	\$110.00	No
Advertising without Permission	3 (g) (iv)	\$100.00	\$90.00	\$110.00	No
Camping outside of Designated Area	5 (a)	\$50.00	\$45.00	\$55.00	No
Unregistered Person in Campsite After Hours	5 (e)	\$50.00	\$45.00	\$55.00	No
Deposit of Waste	5 (g)	\$250.00	\$225.00	\$275.00	No
Discharge of Water	5 (h)	\$250.00	\$225.00	\$275.00	No
Discharge of Liquid Waste	5 (i)	\$250.00	\$225.00	\$275.00	No
Damage to Tree	5 (j)	\$250.00	\$225.00	\$275.00	No
Activity which Disturbs	5 (k)	\$100.00	\$90.00	\$110.00	No
Firearm within a Park	5 (l)	\$100.00	\$90.00	\$110.00	No
Injure Wild Animal	5 (m)	\$100.00	\$90.00	\$110.00	No
Animal at Large	5 (n)	\$75.00	\$67.50	\$82.50	No
Damage/Destroy Property	5 (o)	\$100.00	\$90.00	\$110.00	No
Unlicensed Vehicle in Park	5 (q)	\$100.00	\$90.00	\$110.00	No

Appendix 4(a) to Schedule A, continued

Parks Regulation Bylaw No. 704, 1982

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Driving in Non-Designated Area	5 (q)	\$100.00	\$90.00	\$110.00	No
Vehicle Obstructing Traffic	5 (r)	\$50.00	\$45.00	\$55.00	No
No Overnight Camping	Schedule A 1 (a), 2 (c), 4 (a)	\$100.00	\$90.00	\$110.00	No
Horses, Dogs, Animals in Park	Schedule A 1 (b)	\$100.00	\$90.00	\$110.00	No
Timber Cut From Park	Schedule A 2 (a)	\$100.00	\$90.00	\$110.00	No
Interference with Roads or Trails	Schedule A 2 (b)	\$100.00	\$90.00	\$110.00	No
Vehicle Park during Prohibited Hours	Schedule A 5 (a)	\$100.00	\$90.00	\$110.00	No
Horse in Park	Schedule A 5 (b)	\$150.00	\$135.00	\$165.00	No
Dog not on Leash	Schedule A 5 (b)	\$150.00	\$135.00	\$165.00	No

**Appendix 5(a) to Schedule A
Building Bylaw No. 2333, 2005¹²**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Interference with Building Official's right of entry / Obstruct Building Official	6.6, 7.2	\$300	\$270	\$330	No
Violation of Stop Work Order	26.4	\$500	\$450	\$550	No
Violation of Do Not Occupy Notice	26.6	\$500	\$450	\$550	Yes
Interfere (remove/tamper) with Stop Work Order / Do Not Occupy Notice	6.4	\$250	\$225	\$275	Yes
Fail to Obtain Building Permit or Construction Without Approval	4.1, 5.1, 6.1, 8.1	\$500	\$450	\$550	Yes
Moving building without Permit	10.0, 23.1, 23.2, 23.3, 23.4	\$200	\$180	\$220	Yes
No Permit – Retaining Wall	25.0	\$200	\$180	\$220	Yes
Change of Occupancy without Permit	5.1, 6.1	\$100	\$90	\$110	Yes
Submit False or Misleading Information	6.3	\$100	\$90	\$110	Yes
Failure to post civic address	18.2.3	\$50	\$45	\$55	Yes
Failure to Post Permit in Conspicuous Place	18.2.1	\$50	\$45	\$55	Yes
Failure to having permit and supporting documents on site	18.2.2	\$100	\$90	\$110	Yes
Failure to Provide Notice for Inspection	19.3	\$100	\$90	\$110	Yes
Fail to Obtain Inspection	19.3	\$250	\$225	\$275	Yes

¹² RDOS Bylaw No. 2507.08 Bylaw Notice Enforcement Amendment Bylaw adopted March 21, 2019

**Appendix 5(a) to Schedule A
Building Bylaw No. 2333, 2005¹²**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Construction at Variance with Plans / Modification of Plans without approval	6.5	\$150	\$135	\$165	Yes
Failure to obtain building official's written acceptance prior to concealing work	19.3	\$250	\$225	\$275	Yes
Failure to uncover work	19.4	\$100	\$90	\$110	Yes
Building Code Contravention	3.2.2, 4.2, 4.3, 7.4, 8.2, 19.2, 26.3	\$100	\$90	\$110	Yes
Unsafe demolition site	24.2	\$50	\$45	\$55	Yes
Unsafe demolition condition	24.3	\$100	\$90	\$110	Yes
Failure to obtain final inspection notice / Occupy without Approval	19.3.6, 20.1, 20.4	\$250	\$225	\$275	Yes
Failure to Provide Schedule C-B from Registered Professional	17.2, 25.0	\$100	\$90	\$110	Yes
Continue work without valid permit / expired permit	15.9	\$100	\$90	\$110	Yes
Construction or swimming pool without permit	22.0	\$150	\$135	\$165	Yes
Fail to Provide Swimming Pool Fencing as Required (prior to use)	22.3, 22.4, 22.5	\$100	\$90	\$110	No
No Renovation or Demolition Permit	9.0, 24.1, 24.2, 24.3, 24.4	\$200	\$180	\$220	Yes
Failure to clear all demolition debris and fill	24.4	\$150	\$135	\$165	Yes

**Appendix 5(a) to Schedule A
Building Bylaw No. 2333, 2005¹²**

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Failure to maintain demolition site /allow escape of noxious & deleterious material	24.3	\$100	\$90	\$110	Yes

Appendix 5(A) to Schedule A¹³¹⁴
Building Bylaw No. 2805, 2018

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Interference with Building Official's right of entry / Obstruct Building Official	4.7	\$300	\$270	\$330	No
Violation of Stop Work Order	4.9, 6.6(b)	\$500	\$450	\$550	No
Violation of Do Not Occupy Notice	4.9, 6.6(g)&(h)	\$500	\$450	\$550	Yes
Interfere (remove/tamper) with Stop Work Order / Do Not Occupy Notice	4.5	\$250	\$225	\$275	Yes
Fail to Obtain Building Permit or Construction Without Approval	4.1, 7.1	\$500	\$450	\$550	Yes
Moving building without Permit	4.1, 7.1(b)	\$200	\$180	\$220	Yes
No Permit – Retaining Wall	4.1, 7.1(a)	\$200	\$180	\$220	Yes
Change of Occupancy / Use without Permit	4.1, 4.10, 7.1(g)	\$100	\$90	\$110	Yes
Submit False or Misleading Information	4.3	\$100	\$90	\$110	Yes
Failure to post civic address	4.8, 7.5(a)	\$50	\$45	\$55	Yes
Failure to Post Permit in Conspicuous Place	7.5(b)	\$50	\$45	\$55	Yes
Failure to having permit and supporting documents on site	7.3(b)	\$100	\$90	\$110	Yes
Failure to Provide Notice for Inspection	7.14, 10.33	\$100	\$90	\$110	Yes
Fail to Obtain Inspection	10.33	\$250	\$225	\$275	Yes

¹³ Bylaw No. 2507.09 Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

¹⁴ Bylaw No. 2507.11 Bylaw Notice Enforcement Amendment Bylaw adopted August 1, 2019

Appendix 5(A) to Schedule A¹³¹⁴
Building Bylaw No. 2805, 2018

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Construction at Variance with Plans / Modification of Plans without approval	4.4, 4.6	\$150	\$135	\$165	Yes
Failure to obtain building official's written acceptance prior to concealing work	4.9, 6.6(e)	\$250	\$225	\$275	Yes
Failure to uncover work	4.9, 6.6(f)	\$250	\$225	\$275	Yes
Unsafe site	7.5(c)	\$50	\$45	\$55	Yes
Failure to correct unsafe condition	4.9, 6.6(i)	\$300	\$270	\$330	Yes
Failure to comply with permit conditions	5.4, 7.3(a)	\$100	\$90	\$110	Yes
Failure to obtain final inspection notice / Occupy without Approval	4.2, 10.54	\$250	\$225	\$275	Yes
Failure to stop work after a registered professional's services are terminated	7.13, 10.39	\$250	\$225	\$275	No
Failure to Provide Letters of Assurance or Schedule C-B from Registered Professional	9.1	\$100	\$90	\$110	Yes
Continue work without valid permit / expired permit	4.1, 10.47	\$100	\$90	\$110	Yes
Construction of swimming pool without permit	7.1(a), 14.1	\$150	\$135	\$165	Yes
Fail to Provide Swimming Pool Fencing as Required (prior to use)	14.3	\$100	\$90	\$110	No
No Renovation or Demolition Permit	4.1, 7.1(c), 16.1	\$200	\$180	\$220	Yes

Appendix 5(A) to Schedule A¹³¹⁴
Building Bylaw No. 2805, 2018

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Failure to provide Hazardous Materials Assessment / Clearance Letter	16.2(e)	\$250	\$225	\$275	Yes
Failure to clear all debris and fill	7.9	\$150	\$135	\$165	Yes
Failure to maintain demolition site /allow escape of noxious & deleterious material	7.10	\$100	\$90	\$110	Yes

Appendix 6(a) to Schedule A

Open Air Burning Regulations Bylaw, 2364, 2005

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Burning Prohibitive Materials	Part V, 1.1 a)	\$500.00	\$450.00	\$550.00	No
Permitted Materials not from land originated	Part V, 1.1 b)	\$250.00	\$225.00	\$275.00	No
Burning outside 7:00 a.m. and sunset	Part V, 1.1 c)	\$125.00	\$112.50	\$137.50	Yes
Burning stumps beyond 72 hours, not substantially smokeless	Part V, 1.1 d)	\$125.00	\$112.50	\$137.50	Yes
Burning stumps beyond 72 hours, combustible materials added	Part V, 1.1. d)	\$125.00	\$112.50	\$137.50	Yes
Fire not controlled and supervised	Part V, 1.1 e)	\$250.00	\$225.00	\$275.00	No
Fire within minimum separation requirements	Part V, 1.1. g) 1 – iv	\$250.00	\$225.00	\$275.00	No
Burning initiated against venting index guidelines	Part V, 1.1 h)	\$500.00	\$450.00	\$550.00	No
Smoke release beyond 72 hours	Part V, 1.1 i)	\$125.00	\$112.50	\$137.50	Yes
Exceed burn period per calendar year	Part V, 1.1 j)	\$125.00	\$112.50	\$137.50	No

Appendix 6(a) to Schedule A, continued

Open Air Burning Regulations Bylaw, 2364, 2005

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Burning outside Open Burn Dates (April 15 – October 15)	Part V, 1.1 k)	\$125.00	\$112.50	\$137.50	No
Campfire exceeds size	Part V, 2.1 a)	\$125.00 - \$500	\$112.50 – \$450	\$137.50 – \$550	Yes
Campfire located within minimum separation	Part V, 2.1 b)	\$250.00	\$225.00	\$275.00	No
Campfire constructed near combustibles	Part V, 2.1 c)	\$250.00	\$225.00	\$275.00	No
Campfire not permitted during time	Part V, 2.1 d)	\$125.00	\$112.50	\$137.50	No
Campfire contains non-permitted materials	Part V, 2.1 e)	\$500.00	\$450.00	\$550.00	No
Campfire not controlled/supervised	Part V, 2.1 f)	\$500.00	\$450.00	\$550.00	Yes
Campfire not contained in fire pit	Part V, 2.1 h)	\$250.00	\$225.00	\$275.00	No
Campfire not used for food preparation or warmth	Part V, 2.1 i)	\$125.00	\$112.50	\$137.50	Yes
Campfire permitted in exceptional circumstances	Part V, 2.1 j)	\$125.00	\$112.50	\$137.50	Yes
Campfire without property owner permission	Part V, 2.1 k)	\$250.00	\$225.00	\$275.00	No

Appendix 6(a) to Schedule A, continued

Open Air Burning Regulations Bylaw, 2364, 2005

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Burn Prohibited Materials	Part V, 3.1	\$500.00	\$450.00	\$550.00	No
Fire Hazard Restriction	Part V, 3.2	\$500.00	\$450.00	\$550.00	No
Smoke emitting/enclosed fire	Part V, 3.3	\$250.00	\$225.00	\$275.00	No
Fire started with strong wind	Part V, 3.4	\$250.00	\$225.00	\$275.00	No
Uncontrolled fire not controlled or reported	Part V, 3.5	\$500.00	\$450.00	\$550.00	No
Burn without a Permit	Part V, 3	\$125.00	\$112.50	\$137.50	Yes

Appendix 7(a) to Schedule A

Electoral Area "C" Untidy/Unsightly Premises Bylaw No. 2393, 2007

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Obstructing or interfering with Officer	6	\$300.00	\$270.00	\$330.00	No

Appendix 7(b) to Schedule A

Electoral Area "D" Untidy/Unsightly Premises Bylaw No. 2326, 2004

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Obstructing or interfering with Officer	6	\$300.00	\$270.00	\$330.00	No

Appendix 7(c) to Schedule A

Electoral Area "E" Untidy/Unsightly Premises Bylaw No. 2391, 2006

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Obstructing or interfering with Officer	6	\$300.00	\$270.00	\$330.00	No

Appendix 7(d) to Schedule A

Electoral Area "F" Untidy/Unsightly Premises Bylaw No. 2438, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Interfering or obstructing an Officer	6	\$300.00	\$270.00	\$330.00	No

Appendix 7(e) to Schedule A

Electoral Area "G" Untidy/Unsightly Premises Bylaw No. 2521, 2010

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Interfering or obstructing an Officer	6	\$300.00	\$270.00	\$330.00	No

Appendix 7(f) to Schedule A

Electoral Area "H" Untidy/Unsightly Premises Bylaw No. 2637, 2013

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Accumulation of Refuse, Garbage, Noxious, Offensive, Unwholesome material on Real Property	2 a)	\$100.00	\$90.00	\$110.00	Yes
Water to Accumulate on Real Property	2 b)	\$100.00	\$90.00	\$110.00	Yes
Noxious Weeds to Grown or Accumulate on Real Property	2 c)	\$100.00	\$90.00	\$110.00	Yes
Trees, Brush Creating a Safety Hazard on Real Property	2 d)	\$100.00	\$90.00	\$110.00	Yes
Graffiti on building or structure	2 e)	\$100.00	\$90.00	\$110.00	Yes
Any other unsightly condition	2 f)	\$100.00	\$90.00	\$110.00	Yes
Interfering or obstructing an Officer	6	\$300.00	\$270.00	\$330.00	No

Appendix 8(a) to Schedule A¹⁵

Electoral Area "A"

Official Community Plan Bylaw No. 2450, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Failure to obtain a Development Permit	18.1	\$500	\$450	\$550	Yes
Failure to obtain an Environmentally Sensitive Development Permit (ESDP)	18.2.5	\$500	\$450	\$550	Yes
Failure to obtain a Watercourse Development Permit (WDP)	18.3.2	\$500	\$450	\$550	Yes

¹⁵ Bylaw No. 2507.09 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

Appendix 8(b) to Schedule A¹⁶
Electoral Area "C"
Official Community Plan Bylaw No. 2452, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Failure to obtain a Development Permit	21.0	\$500	\$450	\$550	Yes
Failure to obtain an Environmentally Sensitive Development Permit (ESDP)	21.2.5	\$500	\$450	\$550	Yes
Failure to obtain a Watercourse Development Permit (WDP)	21.3.4.1	\$500	\$450	\$550	Yes

¹⁶ Bylaw No. 2507.09 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

Appendix 8(c) to Schedule A¹⁷
Electoral Area “D”
Official Community Plan Bylaw No. 2603, 2013

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Failure to obtain a Development Permit	24.0	\$500	\$450	\$550	Yes
Failure to obtain an Environmentally Sensitive Development Permit (ESDP)	24.2.5.1	\$500	\$450	\$550	Yes
Failure to obtain a Watercourse Development Permit (WDP)	24.3.4.2	\$500	\$450	\$550	Yes
Failure to obtain Okanagan Falls Commercial Development	24.4.4	\$500	\$450	\$550	Yes
Failure to obtain a Multiple Family Residential Development Permit	24.5.4	\$500	\$450	\$550	Yes
Failure to obtain a Hillside Development Permit	24.6.4	\$500	\$450	\$550	Yes
Failure to obtain an Industrial Development Permit	24.7.3	\$500	\$450	\$550	Yes
Failure to obtain an Okanagan Falls Town Centre Development Permit	24.8.5.	\$500	\$450	\$550	Yes

¹⁷ Bylaw No. 2507.09 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

Appendix 8(d) to Schedule A¹⁸
Electoral Area "E"
Official Community Plan Bylaw No. 2458, 2008

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Failure to obtain a Development Permit	23.0	\$500	\$450	\$550	Yes
Failure to obtain an Environmentally Sensitive Development Permit (ESDP)	23.2.5	\$500	\$450	\$550	Yes
Failure to obtain a Watercourse Development Permit (WDP)	23.3.4.2	\$500	\$450	\$550	Yes
Failure to obtain a Naramata Village Centre Development Permit	23.4.5	\$500	\$450	\$550	Yes

¹⁸ Bylaw No. 2507.09 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

Appendix 8(e) to Schedule A¹⁹
Electoral Area “F”
Official Community Plan Bylaw No. 2790, 2018

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Failure to obtain a Development Permit	23.0	\$500	\$450	\$550	Yes
Failure to obtain an Environmentally Sensitive Development Permit (ESDP)	23.2.5	\$500	\$450	\$550	Yes
Failure to obtain a Watercourse Development Permit (WDP)	23.3.4.2	\$500	\$450	\$550	Yes

¹⁹ Bylaw No. 2507.09 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

Appendix 8(f) to Schedule A²⁰
Electoral Area "H"
Official Community Plan Bylaw No. 2497, 2012

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Failure to obtain a Development Permit	22.0	\$500	\$450	\$550	Yes
Failure to obtain an Environmentally Sensitive Development Permit (ESDP)	22.2.6.1	\$500	\$450	\$550	Yes
Failure to obtain a Watercourse Development Permit (WDP)	22.3.4.2	\$500	\$450	\$550	Yes

²⁰ Bylaw No. 2507.09 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

Appendix 8(g) to Schedule A²¹
Electoral Area "1"
Official Community Plan Bylaw No. 2683, 2016

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <i>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</i>
Failure to obtain a Development Permit	23.0	\$500	\$450	\$550	Yes
Failure to obtain an Environmentally Sensitive Development Permit (ESDP)	23.2.5	\$500	\$450	\$550	Yes
Failure to obtain a Watercourse Development Permit (WDP)	23.3.4.2	\$500	\$450	\$550	Yes

²¹ Bylaw No. 2507.09 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

Appendix 9 to Schedule A²²
Electoral Areas “D”, “F” and “I”
Fireworks Regulation and Prohibition Bylaw No. 2854, 2019

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Sale or disposal of fireworks	3.1	\$450.00	\$400.00	\$500.00	No
Discharge or setting off of fireworks	3.2	\$450.00	\$400.00	\$500.00	No

²² Bylaw No. 2507.09 RDOS Bylaw Notice Enforcement Amendment Bylaw adopted June 6, 2019

Appendix 10 to Schedule A²³

Apex Mountain Waste Transfer Station Regulation Bylaw No. 2864, 2019

Column 1 Offence	Column 2 Section	Column 3 Penalty	Column 4 Early Payment	Column 5 Late Payment	Column 6 Compliance Agreement Available <small>Maximum 50% reduction in Penalty Amount when Compliance Agreement shown as YES</small>
Any User who deposits Recycling anywhere other than within the bins provided including on the ground or walkways	3.3	\$110.00	\$100.00	\$120.00	No
Any User who deposits any materials at a Facility other than as directed by the District or as directed by on-site signage placed by the District	3.3	\$110.00	\$100.00	\$112.00	No
Any User who deposits any materials in any container, on the ground or on the walkways that is not acceptable at the Facility	3.3	\$200.00	\$180.00	\$220.00	No
Any User who deposits Prohibited Materials at a Facility	3.5	\$450.00	\$400.00	\$500.00	No
Anyone who removes any materials from the Facility without the express written approval of the District	3.3	\$200.00	\$180.00	\$220.00	No
Anyone who enters the Facility at any time when the Facility has been closed to the public as dictated by signage at the Facility or verbal instructions given by the District	3.4	\$450.00	\$400.00	\$500.00	No

²³ Bylaw No. 2507.10 Bylaw Notice Enforcement Amendment Bylaw adopted July 18, 2019

SCHEDULE B

**SOUTHERN INTERIOR BYLAW NOTICE DISPUTE ADJUDICATION
REGISTRY AGREEMENT**

This Agreement, dated ____ day of _____, 2010

BETWEEN:

CITY OF KELOWNA, 1435 Water Street, Kelowna, British Columbia V1Y 1J4

("Kelowna")

AND:

CITY OF PENTICTON, 171 Main Street, Penticton, British Columbia V2A 5A9

("Penticton")

AND:

CITY OF VERNON, 3400 30th Street, Vernon, British Columbia V1T 5E6

("Vernon")

AND:

DISTRICT OF WEST KELOWNA, 2760 Cameron Road, West Kelowna, British Columbia

V1Z 2T6

("West Kelowna")

AND:

DISTRICT OF LAKE COUNTRY, 10150 Bottom Wood Lake Road, Lake Country, British

Columbia V4V 2M1

("Lake Country")

AND:

DISTRICT OF SUMMERLAND, 13211 Henry Avenue, Summerland, British Columbia V0H

1Z0

("Summerland")

AND:

DISTRICT OF PEACHLAND, 5806 Beach Avenue, Peachland, British Columbia V0H 1X7
("Peachland")

AND:

REGIONAL DISTRICT OF OKANAGAN SIMILKAMEEN, 101 Martin Street, Penticton,
British Columbia V2A 5J9
('RDOS')

AND:

TOWN OF OLIVER, 35016 97th Street, Oliver, British Columbia V0H 1T0
("Oliver")

AND:

CENTRAL OKANAGAN REGIONAL DISTRICT²⁴, 1450 KLO Road, Kelowna, British
Columbia V1W 3Z4
("Central Okanagan Regional District")

AND:

DISTRICT OF COLDSTREAM², 9901 Kalamalka Road, Coldstream, British Columbia V1B
1L6
("Coldstream")

WHEREAS:

- A. The *Local Government Bylaw Enforcement Act* permits local governments to create a bylaw designating certain bylaw contraventions that can be enforced by way of bylaw notice as an alternative to traditional bylaw enforcement mechanisms;

²⁴ Bylaw No. 2507.04, 2014 adopted May 22, 2014

- B. The Act also permits two or more local governments to enter into an agreement, adopted by a bylaw of each local government that is party to it, to provide for the joint administration of a local government bylaw notice dispute adjudication system:
- C. Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, Central Okanagan Regional District²⁵ and District of Coldstream³ wish to:
- a. share the costs and administration of such a system; and
 - b. enter such an agreement to establish such a system, to be called the Southern Interior Bylaw Notice Dispute Adjudication Registry, and to provide for the joint administration of the Registry.

NOW THEREFORE in consideration of the mutual promises contained herein, the Parties agree as follows:

PART I – INTRODUCTORY PROVISIONS

Definitions

1. In this Agreement, the following definitions apply:
 - a. “**Act**” means the Local Government Bylaw Notice Enforcement Act;
 - b. “**Adjudication**” the process where the disputant and the local government are provided opportunity to present evidence to the adjudicator who will decide whether he or she is satisfied that the contravention occurred as alleged;
 - c. “**Adjudication Fee**” means the sum of \$25.00 payable to each Party for each adjudication scheduled to be conducted by the Registry;
 - d. “**Agreement**” means this Agreement;

²⁵ Bylaw No. 2507.04, 2014 adopted May 22, 2014

- e. “**Authorizing Bylaws**” means the bylaws adopted by the Councils/Boards of each of the Parties authorizing this Agreement;
- f. “**By Law Enforcement Officer**” means a person in a class prescribed under section 273 (c) of the *Community Charter* who is designated by a local government as a bylaw enforcement officer;
- g. “**Committee**” means the Southern Interior Bylaw Notice Dispute Adjudication Registry’s Administrative Committee;
- h. “**Contribution Adjustment Amount**” means, for each Party, the amount calculated in accordance with Section 22 herein in any year of the Term;
- i. “**Contributing Parties**²⁶” means all of Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, Central Okanagan Regional District and the District of Coldstream, except Kelowna;
- j. “**Parties**⁴” means all of Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, Central Okanagan Regional District and the District of Coldstream;
- k. “**Party**⁴” means any one of Kelowna, Penticton, Vernon, West Kelowna, Lake Country, Summerland, Peachland, RDOS, Oliver, Central Okanagan Regional District and the District of Coldstream;
- l. “**Registry**” means the Southern Interior Bylaw Notice Dispute Adjudication Registry established by this Agreement;
- m. “**Revenues**” means any revenue actually received or estimated to be received, as the case may be, by the Registry, excluding Initial Contributions, Contribution Amounts, or Contribution Adjustment Amounts;
- n. “**Terms**” means the term of this Agreement as set out herein;

²⁶ RDOS Bylaw No. 2507.04, 2014 adopted May 22, 2014

Establishment of the Registry

2. Subject to the Act and to the adoption of the Authorizing Bylaws, the Parties agree that the Registry is hereby established.

PART II – ADMINISTRATION

3. The Parties agree to establish the Committee to implement and administer the Registry.
4. The Parties agree that authority of the Committee will include but not be limited to:
 - a. preparing operational budgets; and
 - b. setting policy as authorized under this Agreement and the Act.

Representation

5. Each of the Parties will appoint one representative to serve on the Committee. The Parties agree that representatives will be paid employees of their respective local governments and will not be remunerated by the Registry.

PART III – ADJUDICATION

Screening Officers

6. The Parties agree that screening of notices prior to proceeding to adjudication will be established as a function of each Party. Screening officers will be appointed by the individual Party administrative committee.

Bylaw Notice Dispute Adjudication Registry

7. The Parties agree that a dispute adjudication system will be established as a function of the Registry, and that disputes will be heard by a bylaw notice dispute adjudicator in the circumstances prescribed in the Act and Authorizing Bylaws.

8. The Parties agree that the Committee will select a roster of adjudicators who may hear and determine disputes from the provincial roster of adjudicators to be established by the Attorney General of the Province of British Columbia.
9. Adjudicators will be assigned to individual disputes in the manner prescribed by any applicable regulation and policy established by the Committee.

PART IV - OPERATIONS

Location

10. The location of the Registry will be the municipal offices of the City of Kelowna, 1435 Water Street, Kelowna, British Columbia V1Y 1J4.

Administrative Services

11. Kelowna will provide and supervise all administrative services required by the Registry, subject to the following:
 - i. the collection of any fees, fines or penalties levied against an unsuccessful party in the dispute adjudication process will be the responsibility of the relevant municipality if not collected by the Registry immediately following the adjudication; and
 - ii. any penalty arising directly out of the bylaw notice itself may be paid to the relevant Party or to the Registry,

and any amounts collected by or paid to the Registry pursuant to 11.i and 11.ii will be credited to the relevant Party's Contribution Adjustment Amount.

Financial Reporting

12. Kelowna will ensure that its Director of Financial Services or the designate will conduct and oversee the financial reporting and record keeping of the Registry based on normal procedure, subject to the requirements outlined herein.

PART V – FINANCIAL PLANNING

Start-up Costs

13. Each Party will be responsible for its own start-up costs.

Budget Year

14. The budget year of the Registry is the calendar year.

Operating Budget

15. The Parties agree that, no later than September 30th of each year, the Committee will prepare a draft operating budget for the following budget year, setting out in detail the operational funds required by the Registry for the carrying out of its mandate and responsibilities, including
 - a. the estimated operational expenditures for
 - i. office and administration including financial reporting and administrative services;
 - ii. Registry administration travel costs;
 - iii. bylaw dispute adjudicators; and
 - iv. other functions of the Registry;
 - b. the anticipated revenues (if any) of the Registry;

- c. the difference between estimated revenues and operational expenditures for the Registry; and
- d. the Contribution Amount required from each of the Parties.

Budget Submissions

- 16. The Committee will prepare the operating budget in a manner satisfactory to, and in such detail as requested by, the Directors of Finance of each of the Parties, and submit the draft operating budget to the Directors of Finance of each of the Parties each year where required.

Budget Approval and Adjustments

- 17. The Parties will consider and approve, or recommend amendments to, the Registry's operating budget.
- 18. The Parties agree that all recommendations by them for adjustments to the Registry's draft operating budget will
 - a. be reasonable and made in good faith; and
 - b. ensure that a reasonable level of service quality can be maintained by the Registry.

Use of Funds

- 19. The Committee and Kelowna may make only those expenditures during the budget year for the purposes and up to the amounts authorized in the approved operating budget. The Registry (or the Committee or Kelowna on behalf of the Registry) will not incur any other indebtedness or liability, or make any further expenditure, except that:
 - a. Kelowna may make a further reasonable expenditure or contract a further indebtedness of liability that it deems necessary or prudent, subject to a \$1,000 limit; and

- b. the Committee may
 - i. make a further reasonable expenditure or contract a further indebtedness or liability that it deems necessary or prudent, subject to a \$5,000 limit;
 - ii. re-allocate funds within categories of the operating budget as reasonably required; and
 - iii. make a further expenditure or contract a further indebtedness or liability without limitation if approved in advance by all Parties.

PART VI – COST ALLOCATION

Funding Contributions and Adjustments

- 20. The Parties agree that costs relating to legal counsel, witnesses, screening officers and bylaw enforcement officers as they pertain to the dispute adjudication process, and to the activities of the Registry more generally, will be borne by the relevant Party which issued the bylaw notice in question and will not be borne by the Registry or by Kelowna on behalf of the Registry.
- 21. The Parties will, upon approval of the Registry's operating budget by each of the Parties, pay to Kelowna their respective Contribution Amounts for the upcoming budget year no later than March 31st of that budget year.
- 22. Kelowna will, as soon following the end of a budget year as practicable, calculate the amount of each Party's Contribution Adjustment Amount by
 - a. determining each Party's pro-rated proportion of the amount by which Actual Expenditures exceed Budget Expenditures for the relevant year, where the proportion is calculated on the basis of each Party's population for the budget year in relation to the population of each of the other Parties except the calculation for RDOS will exclude incorporated areas; and

- b. deducting, if applicable, the aggregate of fines and administrative fees collected by Kelowna on behalf of each Party for the relevant year.
23. Each of the Contributing Parties will, within 30 days of receipt of notice of its respective Contribution Adjustment Amount, pay (if required) to Kelowna the Contribution Adjustment Amount.
24. Kelowna will pay (if required) any Contribution Adjustment Amount owing to the Contributing Parties, as appropriate, within 30 days of preparation of a statement outlining the Contribution Adjustment Amounts of each Party or may, at the election of Kelowna each year except the final year, credit the amount owing to the Contribution Amount required from each Party for the following year.
25. Each Party will pay to Kelowna within thirty days following each of March 31, June 30, October 31 and December 31 of each year of the Term, the Adjudication Fee for each adjudication scheduled in respect of that Party in the previous quarter.

Maintenance of Records

26. The Director of Financial Services of Kelowna will
- a. exercise the duties and powers of the officer responsible for financial administration as provided in the Community Charter, in maintaining the financial records for the Registry on behalf of the Parties;
 - b. ensure that accounting and payroll records of the Registry are properly prepared and maintained, such records to include payroll, accounts payable, cash receipts and disbursements, accounts receivable, general ledger, subsidiary cost ledger, financial statements and reports and supporting documents to the foregoing;
 - c. provide, when possible, any additional financial systems that have been requested by the Committee;

- d. direct employees and officers of the Registry to the extent necessary to ensure that the systems and procedures established for financial controls are in effect and are in accordance with the Community Charter.

Examination of Records

27. The Director of Finance of any of the Contributing Parties may, acting reasonably with regard to minimizing the administrative burden on the Kelowna, and no more frequently than once in each year of the Term, conduct audits or examinations to obtain information or determine that adequate financial controls are being maintained for the Registry. Kelowna will cooperate with any reasonable request by any of the Contributing Parties or the Contributing Parties' Director of Finance for access to financial records, user statistics and other information of the Registry.

PART VII – GENERAL PROVISIONS

Insurance

28. Kelowna will ensure that the Registry and its activities are covered under Kelowna's general liability policy, and will provide copies of all relevant insurance policies and changes thereto to the Directors of Finance of the Contributing Parties upon request.

Amendments

29. The Parties will, in good faith, negotiate any proposed amendment to this Agreement upon request of any Party, all amendments to be in writing and executed by the Parties.

Dispute Resolution

30. The Parties will submit any dispute arising out of the interpretation or application of this Agreement:
 - a. first, to the Committee to resolve the dispute;

- b. second, if the Committee is unable to resolve the dispute within 60 days, to the Chief Administrative Officers of the Parties; and
- c. third, if the Chief Administrative Officers are unable to resolve the dispute within 60 days, to the Inspector of Municipalities, or at the election of the Parties, to a commercial arbitrator appointed by agreement or, failing agreement, appointed pursuant to the *Commercial Arbitration Act*, for final determination, and the determination of the Inspector or arbitrator as applicable will be final and binding upon the Parties.

Term

- 31. This Agreement comes into effect on _____ and continues in effect until December 31, 2015. Any Party may withdraw from this Agreement upon six months' written notice to the other Parties.

IN WITNESS WHEREOF all Parties have executed this Agreement on the date first above written.

THE CORPORATION SEAL of THE)
CORPORATION OF THE **CITY OF**)
KELOWNA was hereunto affixed)
in the presence of:)

C/S

_____)
Mayor)
_____)
City Clerk)

THE CORPORATION SEAL of THE)
CORPORATION OF THE **CITY OF**)
PENTICTON was hereunto affixed)
in the presence of:)

C/S

_____)
Mayor)
_____)
City Clerk)

THE CORPORATION SEAL of THE)
CORPORATION OF THE **CITY OF**)
VERNON was hereunto affixed)
in the presence of:)

_____))

Mayor)

_____))

_____))

City Clerk)

C/S

THE CORPORATION SEAL of THE)
CORPORATION OF **THE DISTRICT**)
OF WEST KELOWNA was hereunto)
affixed in the presence of:)

_____))

Mayor)

_____))

_____))

City Clerk)

C/S

THE CORPORATION SEAL of THE)
CORPORATION OF THE **DISTRICT**)
OF LAKE COUNTRY was hereunto)
affixed in the presence of:)

_____))

Mayor)

_____))

_____))

City Clerk)

C/S

THE CORPORATION SEAL of THE)
CORPORATION OF **THE DISTRICT**)
OF SUMMERLAND was hereunto)
affixed in the presence of:)

C/S

_____))
Mayor)

_____))
City Clerk)

THE CORPORATION SEAL of THE)
CORPORATION OF **THE DISTRICT**)
OF PEACHLAND was hereunto)
affixed in the presence of:)

C/S

_____))
Mayor)

_____))
City Clerk)

THE CORPORATION SEAL of THE)
CORPORATION OF THE **REGIONAL**)
DISTRICT OF OKANAGAN)
SIMILKAMEEN was hereunto affixed)
in the presence of:)

C/S

_____)
Chair)

_____)
Chief Administrative Officer)

THE CORPORATION SEAL of THE)
CORPORATION OF THE **TOWNSHIP**)
OF OLIVER was hereunto affixed in the)
presence of:)

C/S

_____)
Mayor)

_____)
City Clerk)

THE CORPORATION OF REGIONAL DISTRICT OF CENTRAL OKANAGAN²⁷

THE CORPORATION OF DISTRICT OF COLDSTREAM⁵

²⁷ Bylaw No. 2507.04, 2014 adopted May 22, 2014

Schedule C

Compliance Agreement²⁸

Pursuant to Regional District of Okanagan-Similkameen Bylaw Notice Enforcement Bylaw No. 2507.01, 2010

I _____
name

of _____
Address

Acknowledge receipt of bylaw notice(s) # _____
(the "Bylaw Notice"), and wish to enter into a Compliance Agreement whereby I agree to fulfill
certain conditions, in exchange for a reduced penalty of \$ _____
which I have now paid.

Specifically, I agree to comply with the following terms and conditions of this Agreement:

1. On or before _____
Date

I will _____

2. On or before _____
Date

I will _____

I understand that this Agreement is binding on me for one (1) year from the date of this Agreement.

I also understand that if I breach a term of this Agreement, or fail to observe or perform the above terms and conditions, the Screening Officer may rescind this Agreement. I understand that if this Agreement is rescinded, I will have 14 days to dispute the Screening Officer's decision to rescind the Agreement, and that if I do not dispute this decision in that time, the balance of the penalty stated in the Bylaw Notice in the amount of \$ _____ will immediately be due and payable and subject to all fees and penalties as if the Bylaw Notice was not disputed.

Signature of Bylaw Notice Recipient

Signature of Screening Officer

Date

Date

²⁸ Bylaw No. 2507.01, 2010 adopted January 6, 2011

ADMINISTRATIVE REPORT

TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 6, 2020
RE: 2020 UBCM Convention

RECOMMENDATION:

THAT the Board of Directors request a meeting with the Minister of Forest, Lands, Natural Resource Operations and Rural Development at the 2020 UBCM Convention to discuss permitting in creeks and streams.

HISTORY:

The Union of BC Municipalities (UBCM) convention will take place September 22 through 24 in a virtual format as a result of COVID-19. Cabinet Ministers and provincial staff will be available electronically.

The typical process involves the Board identifying issues they would like to discuss with the Province. Administration will then submit the list along with the issue/purpose, background and expected outcome. Shortly before the convention, we will be advised of a meeting time if our meeting request has been approved.

The following suggestion has been submitted for the Board's consideration.

Suggestion Received

Minister of Forest, Lands, Natural Resource Operations and Rural Development	. Permitting in Creeks and Streams
--	------------------------------------

Respectfully submitted:

"Christy Malden"

C. Malden, Legislative Services Manager

Schedule A
Request for Ministerial/Opposition Meeting at UBCM

This form is to be completed when a Director wishes to request a meeting with a Provincial Government elected official at UBCM on behalf of the Regional District of Okanagan-Similkameen

Initiating Director's Name:

Ministry/Minister or Opposition Member you wish to meet with:

Issue/Situation:

Background: (Include context, timeframe, parties involved, previous steps/actions)

Request: (Provide a summation of proposed solutions)

To your knowledge, has this issue been raised to a Provincial Minister by the RDOS in the past? If yes, what is the desired outcome for re--submission?