



## REGULAR COUNCIL MEETING AGENDA

Monday, December 14, 2015 - 7:00 PM  
Council Chambers  
Municipal Hall, 13211 Henry Ave.  
Summerland, BC

Page

1. **Call to Order**

2. **Adoption of Minutes**

6 - 10

2.1 Adoption of Minutes

*Recommendation:*

***THAT the Regular Council meeting minutes dated November 23, 2015, be adopted.***

3. **Resolution to Adopt the Agenda**

(Introduction of Late Items / Resolution to Amend the Agenda)

3.1 Adoption of Agenda

*Recommendation:*

***THAT the agenda be adopted/amended.***

4. **Public and Statutory Hearings**

5. **Delegations**

*(maximum 5 minutes per delegation)*

6. **Public Comment Opportunity - 15 minutes maximum**

*(2 minutes per speaker)*

Comments/Questions must pertain to Agenda Items

**Items that can be commented on by the public are highlighted**

**(Exception: no comments on any item with a statutory requirement, such as Zoning/OCP Amendments, DVP and TUP applications)**

6.1 Comments from Members of Public

7. **Mayor's Report**

8. **CAO's Report**

9. **Unfinished Business**

9.1 Resolution(s) Brought Forward

10. Correspondence

11 - 46

10.1 **Informational Items**

*Recommendation:*

**THAT the informational items included in the report dated for the December 14, 2015 Regular Council meeting, from the Deputy Corporate Officer, be received for information.**

47 - 51

10.2 **Committee/Commission Minutes**

*Recommendation:*

**THAT the committee and commission minutes included in the report dated for the December 14, 2015 Regular Council meeting, from the Deputy Corporate Officer, be received for information.**

11. Development Services Reports

52 - 58

11.1 Development Variance Permit Application - 5492 Solly Road

*Opportunity for public comment*

*Recommendation:*

**THAT a Development Variance Permit application to vary section 7.1.4 (c) of Zoning Bylaw 2000-450 to increase the gross floor area of a carriage house from 60 sq. m to 79 sq. m for Lot B, DL 455, ODYD, Plan KAP51373 be denied.**

59 - 65

11.2 Development Variance Permit Application - 14806 Biagioni Avenue

*Opportunity for public comment*

*Recommendation:*

**THAT a Development Variance Permit to vary Table C.2.2 of Subdivision and Development Servicing Bylaw 99-004 to:**  
a) **wave the requirement for sidewalk, and**  
b) **require road construction to be to a "rural" standard adjacent to Lot 3, Block 2, DL473, ODYD, Plan 1005, located at 14806 Biagioni Avenue be granted subject to:**  
• **an 8m by 8m road dedication as shown on Schedule B to accommodate a corner truncation at the intersection of Fosbery Road and Biagioni Avenue.**

66 - 78

11.3 **Non-Farm Use Application - 18014 Garnet Valley Road**

*Recommendation:*

**THAT the application to Conduct a Non-Farm Use Activity Within the ALR on Lot 4, DL 480, ODYD, Plan 2509 located at 18014 Garnet Valley Road be supported and forwarded to the Agricultural Land Commission.**

79 - 87

11.4 **6003 Dale Avenue Subdivision**

*Recommendation:*

**THAT the addressing scheme for the subdivision at 6003 Dale Avenue be approved as noted on Schedule A of the report dated December 14, 2015 from the Director of Development Services, regarding the 6003 Dale Avenue subdivision.**

*Recommendation:*

**THAT the Mayor and Corporate Officer be authorized to execute the agreement attached as Schedule B of the report dated December 14, 2015 from the Director of Development Services, regarding the 6003 Dale Avenue Subdivision, accepting a \$120,000 security guaranteeing the construction of Johnson Street and waiving the requirement for this work to be constructed prior to subdivision approval or building permit issuance.**

*Recommendation:*

**THAT the appropriate property value to determine the 5% cash-in-lieu for parkland be \$ \_\_\_\_\_.**

88 - 152

11.5 **Review of the Regional Growth Strategy**

*Recommendation:*

**THAT the "South Okanagan Regional Growth Strategy Preliminary Review" document be received for information.**

12. **Staff and Other Reports**

153 - 154

12.1 **Short Term Borrowing for Local Sanitary Service Area (Juniper, Miltimore, Willow and Tait)**

*Recommendation:*

**THAT a short-term borrowing application for a maximum of \$700,000 be submitted to the Municipal Finance Authority (MFA) under Section 175 of the Community Charter, with a specified term not to exceed 5 years with no extension or terms of renewal, to secure interim short-term borrowing for funding the costs to establish the Local Sanitary Service Area (Juniper, Miltimore, Willow and Tait), be approved.**

155

12.2 **Summerland Refugee Sponsorship Group**

*Recommendation:*

**WHEREAS Summerland Council wishes to provide a leadership role to assist in the Syrian refugee crisis and to welcome refugees to our community;**

**AND WHEREAS members of the community have formed a Summerland Refugee Sponsorship Group to identify resources and coordinate a community response in supporting refugee families who may choose Summerland as their new home;**

**BE IT RESOLVED THAT the District of Summerland provide administrative and technical support, where able, to the Summerland Refugee Sponsorship Group;**

**AND FURTHER THAT Councillor Doug Holmes be appointed as Council liaison to the Summerland Refugee Sponsorship Group.**

157 - 159

12.3 **Paddleboard Business at Peach Orchard Beach**

*Recommendation:*

**THAT the proposed paddleboard business as described in the council report submitted by the Director of Corporate Services dated December 14, 2015, be permitted to operate on District property at Peach Orchard Beach;**

**AND THAT staff be directed to negotiate a License of Occupation at fair market rent for the operation of the business, for a term not to exceed 3 years.**

160 - 161

12.4 **RCMP Air Services and Firearms Office Occupancy Agreements**

*Recommendation:*

**THAT the request by the RCMP for an occupancy agreement with the District of Summerland for the Air Services Office in the RCMP detachment building located at 9101 Pineo Court, be supported;**

**AND THAT the request by the RCMP for an occupancy agreement with the District of Summerland for the Canadian Firearms Office in the RCMP detachment building located at 9101 Pineo Court, be supported;**

**AND FURTHER THAT the Mayor and Corporate Officer be authorized to execute all documents related to this matter.**

162

12.5 **Cancellation of December 28, 2015 Regular Meeting of Council**

*Recommendation:*

**THAT the Regular Meeting of Council scheduled for December 28, 2015, be cancelled.**



163 12.6 Deputy Corporate Officer Appointment

*Recommendation:*

**THAT the Chief Administrative Officer be appointed on an interim basis as Deputy Corporate Officer, effective December 24, 2015.**

13. **New Business**

14. **Bylaws**

164 - 166

14.1 Amendment of Development Cost Charges Bylaw No. 2000-194 (Small Residential Buildings) - Bylaw No. 2015-023

*Recommendation:*

**THAT Bylaw No. 2015-023, "Amendment of Development Cost Charges Bylaw No. 2000-194 (Small Residential Buildings)", be adopted.**

15. **Councillor Reports**

16. **Public/Media Question Period**

\*Public/Media Question Period - up to 15 minutes on any matter of Local Government Interest (2 minutes per speaker)

17. **Adjournment**

17.1 Adjourn Meeting

*Recommendation:*

**THAT the meeting be adjourned.**



MINUTES OF THE REGULAR COUNCIL MEETING  
HELD AT DISTRICT OF SUMMERLAND  
COUNCIL CHAMBERS  
13211 HENRY AVENUE, SUMMERLAND, BC  
ON MONDAY, NOVEMBER 23, 2015 AT 7:00 PM

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Members Present:

Mayor Peter Waterman  
Councillor Richard Barkwill (part)  
Councillor Toni Boot  
Councillor Erin Carlson  
Councillor Doug Holmes  
Councillor Janet Peake  
Councillor Erin Trainer

Staff Present:

Linda Tynan, CAO  
Jeremy Denegar, Director of Corporate Services  
Ian McIntosh, Director of Development Services  
Maarten Stam, Manager of Works  
Katie Karn, Deputy Corporate Officer

1. CALL TO ORDER

Mayor Waterman called the meeting to order at 7:00 p.m.

2. ADOPTION OF MINUTES

Moved and Seconded,

THAT the minutes of the Special meeting dated November 9, 2015, be adopted, and the minutes of the Regular Council meeting dated November 9, 2015, be adopted, as amended, to note in item 16. Public Consultation the correct date for the Summerland Festival of the Lights being November 27, 2015.

R350-2015

CARRIED.

Moved and Seconded,

THAT the minutes of the Public Hearing held November 9, 2015, be approved.

R351-2015

CARRIED.

3. RESOLUTION TO ADOPT THE AGENDA

Moved and Seconded,

THAT the agenda be adopted.

R352-2015

CARRIED.

4. PUBLIC AND STATUTORY HEARINGS

None.

5. DELEGATIONS

5.1 Cameron Baughen, Solid Waste Management Coordinator, RDOS – Regional Organic Facility

Cameron Baughen, Solid Waste Management Coordinator with the RDOS spoke to his PowerPoint presentation, noting it has been a multi-year effort to locate an area for composting food waste within the RDOS. The RDOS is currently undertaking a feasibility study, taking into consideration where an organic facility could be sited and possible technology to be used. The RDOS is hoping to have a facility opened by the spring of 2018.

THAT the delegation from the Regional District of the Okanagan-Similkameen, be received for information; and that staff prepare a report regarding the feasibility of a regional organic facility at the Summerland Landfill.

R353-2015

CARRIED.

6. PUBLIC COMMENT OPPORTUNITY

None.

7. MAYOR'S REPORT

The Mayor reported on recent events he attended within the community, including the Remembrance Day ceremony, the Festival of Diwali, a Business after Business event at the new library, the philosopher's café, as well as the regular RDOS Board meeting.

8. CAO'S REPORT

The CAO advised she had nothing to report.

9. UNFINISHED BUSINESS

9.1 Resolution(s) Brought Forward

None.

10. CORRESPONDENCE

10.1 Informational Items

Moved and Seconded,

THAT the informational items included in the report dated for the November 23, 2015 Regular Council meeting, from the Deputy Corporate Officer, be received for information.

R354-2015

CARRIED.

10.2 Committee/Commission Minutes

Moved and Seconded,

THAT the committee and commission minutes included in the report dated for the November 23, 2015 Regular Council meeting, from the Deputy Corporate Officer, be received for information.

R355-2015

CARRIED.

11. DEVELOPMENT SERVICES REPORTS

11.1 Development Variance Permit – 6105 Hespeler Road

There were no comments from the public.

Moved and Seconded,

THAT the Development Variance Permit Application for Lot B, DL 675, ODYD, Plan KAP51105 to vary Section 5.5.2 of Zoning Bylaw No. 2000-450 to increase the maximum allowable height of a retaining wall from 1.2m to 3.0m, be approved.

R356-2015

CARRIED.

11.2 Discussion Paper and Proposed Minister's Bylaw Standards

Moved and Seconded,

THAT Council receive the "Discussion Paper and Proposed Minister's Bylaw Standards" document as marked up by the Agricultural Advisory Committee and forward to the Ministry of Agriculture for its information.

R357-2015

CARRIED.

11.3 Regulation of Docks

Withdrawn by staff.

12. STAFF AND OTHER REPORTS

12.1 Summerland Asset Development Initiative – Request for Letter of Support

Councillor Barkwill left the room at 7:49 p.m. during discussion of the following item.

Moved and Seconded,

THAT a letter of support be provided to the Summerland Asset Development Initiative, in support of its Community Gaming Grant application.

R358-2015

CARRIED.

12.2 Agur Lake Camp – Request for Letter of Support

Moved and Seconded,

THAT a letter of support be provided to the Agur Lake Camp, in support of its Community Gaming Grant application.

R359-2015

CARRIED.

13. NEW BUSINESS

None.

14. BYLAWS

14.1 Zoning Bylaw Amendment to rezone the property located at 5818 Nixon Road from RSD2 to RSD1 – Bylaw No. 2015-030

Councillor Barkwill returned to the meeting at 7:51 p.m. during discussion of the following item.

Moved and Seconded,

THAT Bylaw No. 2015-030, "Amendment of Zoning Bylaw No. 2000-450 (5818 Nixon Road)", be adopted.

R360-2015

CARRIED.

14.2 Local Sanitary Sewer Service Area Bylaw for 6003 Dale Avenue – Bylaw No. 2015-032

Moved and Seconded,

THAT Bylaw No. 2015-032, "Local Sanitary Sewer Service Area (6003 Dale Avenue)", be adopted.

R361-2015

CARRIED.

14.3 Zoning Bylaw Amendment to allow for cluster development – Hunter’s Hill – Bylaw No. 2000-450

Moved and Seconded,

THAT Bylaw No. 2015-027, “Amendment of Zoning Bylaw No. 2000-450 (Hunters Hill Cluster Development)”, be adopted.

R362-2015

CARRIED.

15. COUNCILLOR REPORTS

16. PUBLIC/MEDIA QUESTION PERIOD

None.

17. ADJOURNMENT

Moved and Seconded,

THAT the meeting be adjourned.

The meeting was adjourned at 8:03 p.m.

CARRIED.

Certified Correct:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer

**THE CORPORATION OF THE DISTRICT OF SUMMERLAND**  
**ITEM 10.1 - CORRESPONDENCE – INFORMATIONAL ITEMS**

**DATE December 14, 2015 – Regular Council Meeting**

**RECOMMENDATION:**

THAT the informational items included in the report dated for the December 14, 2015 Regular Council meeting, from the Deputy Corporate Officer, be received for information.

**ITEMS SUMMARY:**

The following items of correspondence and interest have been received since the last meeting of Council.

**CORRESPONDENCE**

	SENDER	SUBJECT	ACTION
1.	Development Services	Building Statistics – November 2015	Receive for information
2.	Development Services	Planning Report – November 2015	Receive for information
3.	Local Government Program Services	Approval of Fuel Management Prescription	Receive for information
4.	Union of British Columbia Municipalities	Gas Tax Agreement Community Works Fund Payment	Receive for information
5.	Minister of Aboriginal Relations and Reconciliation	Collaborative relations with First Nations	Receive for information
6.	Ministry of Agriculture	AgriTech strategic opportunities	Receive for information
7.	Selina Robinson, MLA Coquitlam-Maillardville	Update from Victoria	Receive for information
8.	Local Government Leadership Academy	2016 Leadership Forum – February 3-5, 2016	Receive for information
9.	PRIMECorp	PRIMECorp’s Annual Report (report available at <a href="http://primecorpbc.ca">primecorpbc.ca</a> )	Receive for information
10.	Students of Summerland Secondary School	Petition regarding rescheduling the afternoon bus time to Penticton	Receive for information
11.	Summerland Singers and Players	Request for a grant	Receive for information – referred to Finance for Grant in Aid
12.	Cheryle Jones	Dogs in Rotary Park	Receive for information

**PROCLAMATIONS REQUESTS** As per Policy 100.5, Council does not issue official proclamations.

13.	Summerland Food Bank and Resource Centre	National Giving Day	Receive for information
14.	Vancouver Island and Coast Conservation Society	A Day For Our Common Future	Receive for information

**OUTSTANDING ITEMS**


Outstanding resolutions	Receive for information
Outstanding tasks	Receive for information

Note: Unless items listed are dealt with specifically by Council, staff will respond to requests, referrals and issues where appropriate and as outlined by District Policy and as indicated on each item.

AUTHOR:

REVIEWED BY:

Katie Karn



KATIE KARN, DEPUTY CORPORATE OFFICER

LINDA TYNAN, CHIEF ADMINISTRATIVE OFFICER



**Building Statistics Summary**



Period From : Nov 2015 - Nov 2015

Year : 2015

Display Area Permit Billing : Yes

Display Area Project Value : Yes

Area Code : All

Area Status : All

Area Rate Type : All

These BUILDING PERMIT(S) ISSUED can be broken down as follows:

5	SINGLE FAMILY DWELLING	1,730,000.00
1	SIGN	0.00
1	RESIDENTIAL ADDITIONS & ACCESS	190,000.00
3	GARAGES & CARPORTS	79,000.00
1	INSTITUTIONAL ADDITIONS/ALTER	33,000.00
1	WOOD BURNING APPLIANCES	0.00
1	ADDITIONAL FEES FOR REPEAT INSPECTIONS	0.00
1	FOUNDATION ONLY - ENGINEERED	5,000.00
2	RESIDENTIAL - RENOVATIONS	20,000.00
3	PLUMBING / WATER LINE	0.00
<b>19</b>		<b>2,057,000.00</b>

The comparative analysis of the permits issued is shown in these statistics :

2015	2,057,000.00	19 permits	24,073,950.00	192 permits
2014	1,092,666.00	9 permits	11,583,599.00	126 permits
2013	991,000.00	8 permits	13,831,800.00	141 permits
2012	2,059,000.00	13 permits	17,775,550.00	168 permits
2011	1,814,000.00	11 permits	19,651,500.00	119 permits

## Monthly Planning Report for November 2015

<i>ApplicationType</i>	<i>This month</i>	<i>2015 to date</i>	<i>Total for 2014</i>	<i>Street</i>	<i>Address</i>	<i>Application Date</i>	<i>Approved Date</i>
<b>ALR</b>	2	3	2				
				1687	GARNET VALLEY RD	18014	Nov-23-2015
				1677	VICTORIA RD	15244	Nov-16-2015
<b>Amend Covenant</b>	0	0	0				
<b>Board of Variance</b>	0	0	1				
<b>Bylaw Enforcement</b>	0	0	0				
<b>Development Permit</b>	1	9	17				
				1667	ROSEDALE AVE	14404	Nov-2-2015
<b>Liquor License</b>	0	0	0				
<b>OCP</b>	1	1	2				
				1688	SANBORN ST	17013	Nov-24-2015
<b>OCP/Rezone</b>	0	0	0				
<b>Rezone</b>	1	8	7				
				1682	GARNET VALLEY RD	18014	Nov-19-2015
<b>Section 57 Notice</b>	0	0	0				
<b>Strata</b>	1	1	0				
<b>Totals</b>	<b>9</b>	<b>51</b>	<b>51</b>				

<i>ApplicationType</i>	<i>This month</i>	<i>2015 to date</i>	<i>Total for 2014</i>	<i>Street</i>	<i>Address</i>	<i>Application Date</i>	<i>Approved Date</i>	
				1681	LANDRY CRESCENT	2820	Nov-12-2015	--
<b><i>Subdivision</i></b>	0	9	12				--	--
<b><i>Variance Permit</i></b>	3	20	10				--	--
				1684	BIAGIONI AVE	14806	Nov-19-2015	--
				1668	LANDRY CRESCENT	2820	Nov-4-2015	--
				1682	SOLLY RD	5492	Nov-19-2015	--
<b><i>Wharf</i></b>	0	0	0				--	--
<b><i>Totals</i></b>	<b>9</b>	<b>51</b>	<b>51</b>					

Corresp. Dec 14  
Lorne, CAO

# Local Government Program Services

...programs to address provincial-local government shared priorities

RECEIVED  
NOV 19 2015  
DISTRICT OF SUMMERLAND



November 16, 2015  
Mayor Waterman and Council  
District of Summerland  
Box 159  
Summerland, BC V0H 1Z0



FIRST NATIONS'  
Emergency Services  
BRITISH COLUMBIA

**RE: Strategic Wildfire Prevention Initiative - Approval of Fuel Management Prescription (SWPI-532: Sunset Place TU-3 Prescription, 2015)**

Dear Mayor and Council,



BRITISH COLUMBIA  
www.gov.bc.ca

Thank you for submitting an application for a fuel management prescription grant for the above noted project. The Provincial Fuel Management Working Group has reviewed your submission and the application requirements have been met.

The application form indicates a total project cost of \$5,840.00. As the applicant is required to contribute 25% of the total project cost, the working group has approved a grant in the amount of \$4,380.00, or 75% of the actual eligible project costs, whichever is less. The balance of the project cost (25%) is required to be funded through community contributions.

The Strategic Wildfire Prevention Initiative is managed by the Provincial Fuel Management Working Group. For program information, visit the Funding Program section at:  
[www.ubcm.ca](http://www.ubcm.ca)

The conditions of approval are outlined in the Program & Application Guide and the general Terms & Conditions are attached. In addition, please note the approved grant is also subject to the following requirements:

LGPS Secretariat

Local Government House  
525 Government Street  
Victoria, BC, V8V 0A8

- (1) The funding is to be used solely for the purpose of the above named funding program and project and for the expenses itemized in the budget that was approved as part of your application;
- (2) Funds are not transferable to other projects;
- (3) A post-approval meeting with the local Fuel Management Specialist is required to be completed. Please contact Michael Aldred at the Kamloops Fire Centre to schedule this meeting.
- (4) All project activities must be completed within 12 months and no later than November 16, 2016;
- (5) The final report is required to be submitted within 30 days of project completion and no later than December 16, 2016. The report must include:

E-mail: [lgps@ubcm.ca](mailto:lgps@ubcm.ca)  
Phone: (250) 356-2947  
Fax: (250) 356-5119

13 MAY 2017  
3:11:07 PM  
MUNICIPALITY OF SUMMERLAND

- Completed and signed copy of the final report form
- Maps and spatial data, as outlined in the relevant appendix in the Program & Application Guide
- For CWPP funding, an electronic copy of the completed CWPP(s)
- For prescription funding, an electronic copy of the signed/ sealed prescription(s)
- For demonstration projects and operational treatments, photos of fuel conditions before and after the fuel treatment

Additional information regarding financial reporting and the disclosure of project revenues and other grant contributions (and how these may impact the eligible grant) are available in the Program & Application Guide.

Please forward this information on final report deadlines and requirements to staff or contractors responsible for implementing the project.


Also, please note that the *Community Charter* and *Local Government Act* provide the requirements for municipalities or regional districts that are providing services outside of their own jurisdiction. For more information, please refer to:

- For municipalities – s. 13, *Community Charter*
- For regional districts – s. 796 and s. 796.1, *Local Government Act*

As outlined in the Program & Application Guide, grants will be awarded upon completion of your project and satisfactory receipt of the final report. For information on changes to the approved project or progress payments, please refer to the program guide or contact Local Government Program Services at (250) 356-2947 or lgps@ubcm.ca.

We wish you every success with your project and look forward to working with you on future community safety initiatives.

Sincerely,



Peter Ronald  
Programs Officer

cc: Glenn Noble, Fire Chief, District of Summerland  
Michael Aldred, Fuel Management Specialist, Kamloops Fire Centre

Enclosure





## Local Government Program Services

# General Funding Terms & Conditions

*The purpose of these Terms and Conditions is to provide basic information on the administration of Local Government Program Services (LGPS) grants. For specific information regarding the terms and conditions of each funding program, please refer to the Program & Application Guide.*

### 1. Definitions

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- **Approved Applicant** - In general, LGPS grants are awarded to local governments (regional districts and municipalities). However, under some programs, other organizations, such as First Nations and aboriginal organizations or boards of education, can be the approved applicant. The approved applicant is the primary contact for UBCM and is responsible for overall grant management.
- **Approved Partner(s)** - Are organizations that contribute directly to the approved project, are identified in the application and are approved by UBCM. Possible partners include, but are not limited to, boards of education, health authorities, First Nations or aboriginal organizations, non-profit organizations and local governments (other than the applicant).
- **Approved Project** - Is the activity or activities described in the application and approved by UBCM.
- **Cash Expenditures** - Are direct costs properly and reasonably incurred and paid for with money by the approved applicant or approved project partners for the development or implementation of the approved project. For example, catering and consultant fees can be cash expenditures.
- **In-Kind Expenditures** - Are the use of resources of the approved applicant or approved project partner for the development or implementation of the approved project. For example, the use of meeting rooms owned by the applicant or approved partner can be an in-kind expenditure.
- **Program & Application Guides** - Are the application and program materials prepared by UBCM to describe the program and assist applicants in completing and submitting an application. All Program & Application Guides are available at [www.ubcm.ca](http://www.ubcm.ca).

### 2. Eligible & Ineligible Costs

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Eligible costs, including cash and in-kind expenditures, are direct costs properly and reasonably incurred by the approved applicant or approved partners in the development or implementation of the approved project. To be eligible, these costs must be outlined in the detailed budget submitted by the approved applicant as part of the application process and be approved by UBCM. Requests to change the budget must be made to UBCM, in writing, by the approved applicant (see below). Please see the Program & Application Guide for specific notes regarding eligible and ineligible costs.

### 3. Post-Approval Terms

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#### Notice of Approval

UBCM will inform approved applicants by letter and a specified percentage of the approved grant amount will be forwarded upon approval. The balance will be paid on satisfactory completion of the project and receipt of all final reporting requirements.

#### Applicant Responsibilities

LGPS grants are awarded to approved applicants. When collaborative projects are undertaken, the approved applicant remains the primary organization responsible for the grant. Due to this, the approved applicant is the primary contact for UBCM and is responsible for:

- Ensuring that approved activities are undertaken as outlined in the approved application and within the required timeline,
- Providing proper fiscal management of the grant and approved project (see below), and

- Submitting progress and/or final reports, using UBCM forms where available, as required by the Program & Application Guide (see below).

#### **Accounting Records**

Acceptable accounting records must be kept that clearly disclose the nature and amounts of cash and in-kind expenditures incurred during the development or implementation of the approved project. Financial summaries are required to be submitted as part of the final report and must be signed by a representative of the approved applicant (or as required in the Program & Application Guide). In all cases, the final project expenditure must be net of any rebates (such as HST) that the approved applicant or approved partner is eligible to receive.

#### **Changes to or Cancellation of Approved Project**

Approved applicants need to advise UBCM, in writing, of any significant variation from the approved project as described in the approved application, including any major changes to:

- Start or end dates
- Cash and in-kind expenditures or matching funds (when required)
- Project purpose, goals, outcomes or milestones
- Project partners

UBCM's approval may be required in advance for such changes. If an approved project is cancelled, the approved applicant is responsible for ensuring any grant monies that have been advanced are returned to UBCM within 30 days, or as outlined in the Program & Application Guide.

### **4. Reporting Requirements**

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#### **Submission of Reports**

Approved applicants are required to submit progress and final reports as outlined in the Program & Application Guide. When UBCM forms are available, they are required to be used. Please note the following when submitting a report:

- When completing a UBCM report form please ensure that each question is answered and that all attachments are complete. Follow any sample templates that UBCM provides.
- When a report form is not required, please ensure that each required component, as outlined in the Program & Application Guide, is addressed in your report and that all attachments are complete.
- Unless specifically requested, please do not bind reports or submit in binders or folders.
- When submitting electronically, submit all documents as Word or PDF files.
- All digital photos or images should be submitted, by e-mail or on CD, as JPEG files.
- When you are ready to submit your report, please e-mail it directly to lgps@ubcm.ca or mail/fax it to Local Government House: 525 Government Street, Victoria, BC, V8V 0A8 or Fax: (250) 356-5119

#### **Extensions and Outstanding Reports**

In order for an approved project to continue past the approved end date – or for a final report to be submitted after the established deadline – approved applicants must contact LGPS and request *and be granted* permission for an extension.

Approved applicants that do not request extensions and have outstanding reports may forfeit the final payment of their grant and may not be eligible to apply to future LGPS programs until reports are received.

### **5. Recognition of Funding and Funders**

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Approved applicants should contact UBCM for more information on recognizing funding and for information on the appropriate use of logos. Please contact Paul Taylor, Relationships & Communications Advisor, at (250) 356-2938 or ptaylor@ubcm.ca.





November 26, 2015

Mayor Peter Waterman  
District of Summerland  
Box 159  
Summerland, BC V0H 1Z0

Dear Mayor Peter Waterman:

**RE: GAS TAX AGREEMENT COMMUNITY WORKS FUND PAYMENT**

I am pleased to advise that UBCM is in the process of distributing the second Community Works Fund (CWF) payment for fiscal 2015/2016. An electronic transfer of \$255,565.04 is expected to occur within the next 30 days. These payments are made in accordance with the payment schedule set out in your CWF Agreement with UBCM (see section 4 of your Agreement).

CWF is made available to eligible local governments by the Government of Canada pursuant to the Administrative Agreement on the Federal Gas Tax Fund in British Columbia. Funding under the program may be directed to local priorities that fall within one of the eligible project categories.

UBCM is also making an additional payment towards CWF funding for fiscal 2015/2016 from interest accumulated over the term of the first Gas Tax Agreement.

CWF Payment (2015/2016): \$251,591.60  
Interest Payment (2015/2016): \$3,973.44  
Total EFT Transfer: \$255,565.04

Further details regarding use of CWF and project eligibility are outlined in your CWF Agreement and details on the Gas Tax Agreement can be found on our website at [www.ubcm.ca](http://www.ubcm.ca).

For further information, please contact Brant Felker, Gas Tax Policy and Program Manager, by e-mail at [bfelker@ubcm.ca](mailto:bfelker@ubcm.ca) or by phone at 250-356-0893.

Sincerely,

A handwritten signature in blue ink that reads "Al Richmond".

Chair Al Richmond  
UBCM President

PC: Lorrie Coates, Director of Finance





cc  
Mugler

RECEIVED  
DEC 02 2015  
DISTRICT OF QUINLAN

Ref. 38095

NOV 27 2015

Mayor Peter Waterman  
District of Summerland  
PO Box 159  
Summerland BC V0H 1Z0

Dear Mayor Peter Waterman:

I am writing to express my appreciation for our meeting at the Union of BC Municipalities Convention on September 23, 2015.

During our meeting, we discussed ways that you can build a positive working relationship with the Penticton Indian Band. I was pleased to hear that you want to build a better relationship with the Indian Band.

I encourage municipalities and First Nations to develop enduring and collaborative relationships with First Nations. I have asked Shane Berg, Regional Executive Director, Ministry of Aboriginal Relations and Reconciliation, to follow up with you.

Again, thank you for your time at the convention.

Sincerely,

John Rustad  
Minister

.../2

Ministry of  
Aboriginal Relations  
and Reconciliation

Office of the  
Minister

Mailing Address:  
PO Box 9051 Stn Prov Govt  
Victoria BC V8W 9E2  
e-mail: [ABR.Minister@gov.bc.ca](mailto:ABR.Minister@gov.bc.ca)  
website: [www.gov.bc.ca/arr](http://www.gov.bc.ca/arr)

Telephone: 250 953-4844  
Facsimile: 250 953-4856



RECEIVED  
NOV 26 2015  
District of Summerland

NOV 23 2015

File: 0280-30  
Ref: 183078

His Worship Mayor Peter Waterman  
and Councillors  
District of Summerland  
13211 Henry Ave  
Summerland BC V0H 1Z0

*Hi Peter!*

Dear Mayor Waterman and Council:

On behalf of the Honourable Christy Clark and my Cabinet colleagues, I would like to thank you and your colleagues for meeting with us at the 2015 Union of British Columbia Municipalities (UBCM) convention to discuss current agricultural issues in your area. Personal meetings are an important part of forging a good working relationship. It is also inspiring to see the passion and dedication local governments have for making their communities a better place to live.

I was pleased to hear that the District of Summerland is considering a community-led agriculture and technology initiative. I recognize that innovations in the agritech sector promise to maximize productivity, minimize inputs and create greater value from British Columbia's farmland. It is expected that the adoption of agritech innovation will enhance our agriculture sector's competitiveness in the national and international markets.

I understand that you have had discussions with AGRI staff as well as our colleagues from the Ministry of Technology, Innovation and Citizens' Services (MTICS) and the Ministry of Jobs, Tourism and Skills Training (JTST). I expect that you are aware that although we do not provide financial support for feasibility studies or business plans, a number of government programs and initiatives such as the Canada-BC Agri-Innovation Program and the BC Venture Acceleration Program would enable the growth and accelerate the success of BC agritech companies.

I would like to encourage you to continue your efforts in defining Summerland's agritech strategic opportunities as well as identifying the community champions that will lead the engagement with potential partners.

.../2

Once you have clearly determined how you wish to proceed with this initiative, please continue working with Ms. Jenny Romero, Manager Innovation, by phone at (250) 356-6660 or by email

Ministry of Agriculture

Office of the Minister

Mailing Address:  
PO Box 9043 Stn Prov Govt  
Victoria BC V8W 9E2

Telephone: 250 387-1023  
Facsimile: 250 387-1522

Web Address: <http://gov.bc.ca/agri/>

- 3 -

Ministry of Agriculture

Anne Skinner, Regional Agrologist  
Ministry of Agriculture

## Katie Karn

---

**Subject:** Selina's update from Victoria - another

**From:** Selina Robinson [<mailto:selina.robinson.mla@leg.bc.ca>]

**Sent:** November 20, 2015 2:56 PM

**To:** General Information Website <[info@summerland.ca](mailto:info@summerland.ca)>

**Subject:** Selina's update from Victoria

Dear Mayor/Councillor/Director,

Another legislative session has drawn to a close, and as Opposition Spokesperson for Local Government I would like to share with you what has gone on at the Legislature, and how it impacts local governments in British Columbia.

Many communities faced a trying fire season last summer. I had the opportunity to acknowledge the hardwork of local government elected officials in dealing with this challenge in the Legislature. You can see the 2-minute statement, Local Governments Rise to the Occasion, [here](#).

The government introduced legislation to 'fix' the Auditor General for Local Government legislation. Just a quick recap: The first AGLG, Basia Ruta, cost BC taxpayers \$5.2 million dollars over two years and produced just two reports. The government said all was well. A whistleblower said all was not well, and produced a private report commissioned by the Minister that demonstrated the office was in disarray. No wonder local governments were frustrated by the incompetence and confusion of the role and the office of the AGLG.

After many questions in the legislature about what was going on in this office Ms. Ruta was eventually fired. Ms. Ruta then sued the government for wrongful dismissal. The government settled for an undisclosed amount this summer and has since hired a replacement AGLG.

This debacle led the government to address some of their concerns by altering the legislation this fall that gave this office its powers. Some of the key changes include:

- eliminating the requirement that the auditor general for local government be an auditor,
- increasing the number of members of the audit council so that these two members would have some local government experience,
- reducing the independence of the office

You can read some of what the media had to say about these changes [here](#).

The second piece of legislation that was introduced in the Legislature this session is related to local election expense limits. Debate will not occur until the spring session, slated to begin mid-February 2016. In the meantime, government is holding additional consultation with stakeholders until Nov. 27, and I invite you to have a look at the legislation and share any thoughts or concerns you might have. For more information on submitting feedback, please visit <http://www.cscd.gov.bc.ca/LocalGovtElectionReform/>.

I would like to note that in collaboration with my caucus colleagues, we asked the Committee on Local Elections Expense Limits to consider asking the Legislature to expand our scope to include contribution limits as well. We were outnumbered, and as a result there is nothing in this bill related to contribution limits.

My colleague MLA Mike Farnworth, Opposition Spokesperson for Justice, and I have been closely monitoring the latest offloading of costs related to DNA analysis onto municipalities from the Federal and Provincial governments. We recognize the financial challenges this latest offload presents to local governments and we will continue to advocate for a renegotiation of this arrangement. Learn more [here](#).

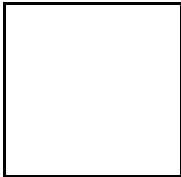
I look forward to seeing you at the various area association meetings coming up this spring. I look forward to listening to your resolution debates and hearing your thoughts on how your provincial government can work with you to strengthen your communities.

In the meantime, don't hesitate to keep me posted as issues arise in your communities that affect local government. I can be reached at [Selina.robinson.mla@leg.bc.ca](mailto:Selina.robinson.mla@leg.bc.ca) or at my constituency office, 604.933.2001.

Until next time,

Selina Robinson  
MLA Coquitlam-Maillardville  
Opposition Spokesperson for Local Government, Sport and Seniors

*If you would no longer like to receive emails from me regarding local government, please [click here](#)*





## RESPECTFUL LEADERSHIP

Local Government Leadership Academy  
2016 Leadership Forum  
February 3-5, 2016  
Radisson Hotel Vancouver Airport  
8181 Cambie Rd, Richmond, BC

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### ***It's up to YOU! Respectful Leadership***

*Civic Leadership Snippet* by Dr. Gordon McIntosh on behalf of the LGLA

In a comfortable condition, most of us can be whatever social style we wish. This usually means employing 'appropriate' conduct valued by others for the situation. In local and regional government settings, we can adapt our personal behaviour to achieve decision-making, public support and interpersonal relation success.

However, in conflictual situations we may revert to our instinctive leadership style. When we cannot achieve personal aims, this can result in behaviours that inhibit organizational processes. A by-product of this repetitive approach is an erosion of relations and trust among and between elected officials (and staff), as well as public confidence.

While efforts may be taken to improve governmental process and governance effectiveness, it is incumbent on individuals to demonstrate respectful leadership. An effective civic leader – even in times of conflict – understands the '*double-edged sword*' they wield. Their behavioural choice can inhibit or contribute to the situation and ultimately the organizational culture of confrontation or collaboration.

The fundamental premise of respectful leadership is the powerful advocacy of interests and influencing of processes without harming others. Understanding personal impact is essential to avoid bringing out the worst in other people. Likewise, it is important to know the triggers that cause inhibitor behaviours with negative consequences for personal, group and organizational effectiveness.

**Now more than ever before, amidst increasing demands, complex challenges and limited resources, civic officials need to practice civility.** Codes of conduct, shared values and process protocols can be developed, but these all lack effect without 'contributing' individual behaviours. At the end of the day – it is up to each individual to take some responsibility for the respectful leadership choices that they make.

*Dr. Gordon McIntosh, President of the Local Government Leadership Institute, will deliver the following evening plenary session at the 2016 LGLA Leadership Forum:*

**CIVILITAS: Respectful Leadership - Your Personality Impact on Others**

Every personality style can be a contributor or inhibitor to civic relationships and processes. Join Dr. Gordon McIntosh for an interactive and engaging session on respectful leadership at the 2016 Leadership Forum. Learn personal strategies and organizational practices to enhance civility in political and administrative relations.

*Dr. Gordon McIntosh* provides governance, strategic and leadership consultancy and training services to local governments and municipal associations throughout Canada and overseas. Gordon has 37 years of executive, consultant and educator experience and received the *Professional Award for Excellence in Local Government Administration* in British Columbia. He has conducted 1,300 sessions involving 120,000 elected and appointed civic leaders. His current research focuses on the political/administrative interface through over 200 CAO and Chief Elected Official interviews.

---

**Register online** for the 2016 Forum at [www.civicinfo.bc.ca/event/2016/LGLAForum.asp](http://www.civicinfo.bc.ca/event/2016/LGLAForum.asp)

**Visit the 2016 LGLA Forum event page** for the full agenda and event announcements: <http://lgla.ca/events/upcoming/2016-lgla-leadership-forum/>

**Contact** Errin Morrison, Program Manager, at [emorrison@lgla.ca](mailto:emorrison@lgla.ca) with any questions.





3301 East Pender Street, Vancouver BC, V5K 5J3 Canada  
t 604-215-4702

November 20, 2015

District of Summerland  
Box 159  
Summerland, BC  
VOH 1Z0

RECEIVED  
NOV 30 2015  
District of Summerland

Dear Mayor and Council,

I am pleased to provide you with a copy of PRIMECorp's Annual Report for the April 1, 2014 – March 31, 2015 reporting year. The report outlines both PRIMECorp's financial results and operational highlights.

We continue to work with our partners within the policing community to ensure the most effective and secure records management system possible. I am pleased to report the organization ended the 2014-2015 fiscal year in a favourable financial position for the second year in a row, and our staff worked diligently on many initiatives to support our primary objectives of service and security.

Our Annual Report is one element of our ongoing efforts to keep you informed about PRIME-BC and we hope you find it of value. To obtain copies of PRIMECorp's 2014-2015 Audited Financial Statements, including the Auditor's Report and Notes to the Financial Statements, please visit our new web site, [www.primecorpbc.ca](http://www.primecorpbc.ca), launched earlier this year.

If you have any questions, please do not hesitate to contact me.

Sincerely,

David W. Guscott  
PRIMECorp CEO

604.215.5002  
[david.guscott@primebc.ca](mailto:david.guscott@primebc.ca)

*Proudly supporting British Columbia's policing community through PRIME-BC*



RECEIVED  
DEC 08 2015

~~Sumner~~ SUMMERLAND

**PETITION TO SUMMERLAND COUNCIL and BC TRANSIT**

WHEREAS the bus to Penticton leaves downtown Summerland each weekday at 2:40pm while school does not get out until 3:00pm, making it impossible for Summerland students to take public transit into Penticton after school,

WE the undersigned students of Summerland Secondary School petition Summerland Council and BC Transit:

To reschedule the departure time of the 2:40pm bus so it departs Summerland sometime shortly after 3:00pm.

	Name (printed)	Address (printed)	Signature
1	Grace	12420 Sinclair	grace stewart
2	Selena Raab	9303 Peach Orchard Rd	Selena Raab
3	Faith Steele	15407 Charles ave.	F. Steele
4	Izzy Havers	102-11801 Sinclair rd.	Izzy Havers
5	Emma Thomson	14115 Prairie Valley rd	Emma Thomson
6	Kurt Sharma	10790 Prior Place	Kurt Sharma
7	Andrew Park	17007 Lodge Rd	Andrew Park
8	Spencer McIntosh	13615 Latimer Avenue	Spencer McIntosh
9	Andrew Beran	11634 Jones Flat Rd	Andrew Beran
10	Rakesh Sharma	186 Jewell Place	Rakesh Sharma
11	London Brickenden	9300 Jones Flat Rd	London Brickenden
12	Nik Wackerbauer	23810 Garner Valley Rd	Nik Wackerbauer
13	Kayla Deane	12020 Harris Rd	Kayla Deane
14	David Stathers	6360 Victoria Rd S.	D. Stathers
15	Nick Resh	10300 Dale McDowd place	Nick Resh
16	Harman sidhu	9822 Gillard Ave	Harman sidhu
17	Adrian Wilkinson	14602 Fisher Close	Adrian Wilkinson
18	Alexander Kalantuk	11409 Victoria rds	Alexander Kalantuk
19	DAKOTA LYONS	8915 <del>11409</del> Prairie Valley RD	Dakota Lyons

**PETITION TO SUMMERLAND COUNCIL and BC TRANSIT**

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	Name (printed)	Address (printed)	Signature
20	Hannah Wusted		H Wusted
21	Jacob Acheson	6407 Simpson Road	Jacob Acheson
22	Emily Desautels	13230 Henry Ave	Emily Desautels
23	Brook Vire	11113 Jones flat rd	Brook Vire
24	Ethan freistadt	12812 Reynolds ave	Ethan Freistadt
25	Laura Martin	10702 Grayton st	Laura Martin
26	Nikki Blair	9101 Smith St.	N Blair
27	Remy Houde	12803 Wright Avenue	R Houde
28	Xavier Mortensen	10906 Prior Pl.	X Mortensen
29	Haylee Rolston	9712 Cedar Pl.	H Rolston
30	EMMA RUSSILL	12611 temple crt	E Russell
31	Sunveer Dhalwal	10810 Prior Place	S
32	Steve Sauer	15484 Melbor Road	S Sauer
33	Gurshan Saran	6406 Andrew Ave	Gurshan Saran
34	Josh webb	14419 Latimer Ave	Josh Webb
35	Tula Thurlin	12420 Sinclair rd	Tula Thurlin
36	LANE Kigkeas	.	L Kigkeas
37	Levi Geddes	1005 Perkins cresht	L Geddes
38	Lovlesh Anand	13719 Prairie valley rd.	L Anand



**PETITION TO SUMMERLAND COUNCIL and BC TRANSIT**

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	Name (printed)	Address (printed)	Signature
39	Dawson Handfield	13823 Cartwright ave	<i>[Signature]</i>
40	Lexi Godard	1293 Wharf Street	<i>[Signature]</i>
41	Hannah Nixdorf	6606 Spruce Ave	<i>[Signature]</i>
42	Colton Wortz	9715 prairie valley road	<i>[Signature]</i>
43	Brett Wilson	10214 Happy valley Rd.	Brett Wilson
44	Hope Muf	12203 Saunders cres.	<i>[Signature]</i>
45	Kade Kozak	10705 Prairie valley rd	Kade Kozak
46	Kelly Ryan	7502 Howis Cres	Kelly Ryan
47	Antonio Hansen	8907 Prairie valley rd	<i>[Signature]</i>
48	Brittany Padament	10880 Prior Place	
49	Sarah Beggs	Bentley Rd	Sarah Beggs
50	Glagden Britman	1526 KSL drive	<i>[Signature]</i>
51	Alicia Sieben	8901 Prairie Valley	<i>[Signature]</i>
52	Autumn Baxter	11606 Adams Ave	<i>[Signature]</i>
53	Karter Wilms	12806 Reynolds	Karter Wilms
54	Kosten Chamberlin	1711 Harding St	<i>[Signature]</i>
55	Victoria Webb-Booth	10870 Prior Pl.	Victoria
56	Marie Holmes	14812 Downton . ave	Marie Holmes

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	Name (printed)	Address (printed)	Signature
57	Keegan Johnson	12587 Taylor Place	Keegan Johnson
58	Rylen van der Meulen	6902 Hespeler Rd	Rylen v.
59	Sydney Chick	_____	Sydney Chick
60	Teaghan Trewkitt	11118 Boardway St	<del>Trewkitt</del>
61	Navraj Raike	12616 Giants Head Rd.	Navraj
62	Summer Scott	13013 Rosedale Ave.	Summer Scott
63	Sean Wilson	_____	Sean Wilson
64	Sarah Gottward	9701 Cedar Court	Sarah
65	Caleigh Manderschied	9712 Thompson rd.	C
66	Zoe Baron	8112 Purves Rd	Zoe
67	James Wardley	10419 Happy Valley Rd	James Wardley
68	Pierre Holmes	14812 Downton Ave	Pierre
69	Sophie Marquis	13615 Vic Rd N	Sophie Marquis
70	Delaney McKevey	11507 Quinpool Rd.	Delaney McKevey
71	Jenna Boredeau	11418 Sutherland Place	Jenna
72	Sarah Parker	9087 Mayne Place	Sarah.P.C.
73	Jensen Kentel	101 7404 Kirk Ave	Jensen
74	Leosha Mortensen	10906 Prior Place	Mortensen
75	Danny Grant	14475 Sutherland Place	Danny


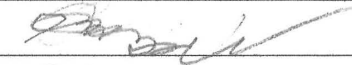



**PETITION TO SUMMERLAND COUNCIL and BC TRANSIT**

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WE the undersigned students of Summerland Secondary School petition Summerland Council and BC Transit:

To reschedule the departure time of the 2:40pm bus so it departs Summerland sometime shortly after 3:00pm.

	Name (printed)	Address (printed)	Signature
76	Greg Mercer	6411 Newton Rd,	GM
77	Grace McDonald	13819 spencer ave.	Grace
78	Rachel Shanner	12416 Blagborne ave.	Rachel Shanner
79	Rylan Hayter	11109 Hutton St.	
80	BRANDON BARTOLOMEU	13408 HERMISTON Dr.	
81	George Hollas	9716 Thompson RD	GH
82	Tyson Harrington	#3-7929 Hesperia Rd	Tyson Harrington
83	Matthew Ganie	12407 Campbell Cres.	M.G.
84	Ryan Antonovitch	5115 Wilson Road	Ryan Antonovitch
85	Rylan van der Meulen	6902 Hesperia Rd	Rylan
86	Jennifer Butler	5707 Butler St	Jennifer Butler
87	Stella Siemens	6018 Happy Valley rd	

**PETITION TO SUMMERLAND COUNCIL and BC TRANSIT**

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WE the undersigned students of Summerland Secondary School petition Summerland Council and BC Transit:

To reschedule the departure time of the 2:40pm bus so it departs Summerland sometime shortly after 3:00pm.

	Name (printed)	Address (printed)	Signature
98	Dylan Kole	7618 happy valley rd.	Dylan Kole
99	Lacey Blake	15910 Verrier St.	Lacey Blake
90	Tristan Preston	12014 narrow cove	Tristan Preston
91	Lara Westra	5177 eden Rd	Lara Westra
92	Monika Deal	8511 prairie valley RD	Monika Deal
93	Jozette Royer	7400 South Victoria Rd	Jozette Royer
94	Jordan Ripley	1025 Mcleannan Rd	Jordan Ripley
95	Jackson Holmes	12620 <del>Benjamins</del> <sup>Benjamins</sup> Ave	Jackson Holmes
96	Sudney Griffiths	9907 Turner Street	S. Griffiths
97	Lindsay Anderson	9815 main st.	Lindsay Anderson
98	Brianna Smith	12210 giants head Rd	Brianna Smith
99	Cory Berakoff	11917 Dorke Rd	Cory Berakoff

Mayor Peter F. Waterman and Members of the Council,

As president of the Summerland Singers & Players, I have been asked by our board of directors to make a request for a grant from the Summerland Council in respect to our rental costs for rehearsal space in the basement of the old Summerland library building. Normally in the past several years we have been producing two productions each year, a Christmas show in the sanctuary of the Summerland United Church each December, where we also rehearse in preparation for the single performance. All proceeds from that event go to the Resource Centre & Food Bank. We offer our services for no fee. Our second production is performed at Centre Stage either in the spring or fall. The funds raised at this event help to finance our production & maintenance costs for the year. As we do not have a "home" as such to store scenery, props and costumes and rehearse our second production, we count on the generosity of the Arts Centre and in the past, the Presbyterian Church for meetings and rehearsal space. On approaching the Rec Department for rental space, it was recommended that we present a grant request to the Council for a reduction in rental fees for the library basement rehearsals next spring when we prepare for performances of the play "Bench in the Sun" in April at Centre Stage. We require rehearsal space for six weeks prior to performances in April. Two hour rehearsals for four sessions a week for 6 weeks. The Rec Department indicated the fee for the six weeks would amount to \$800. We are hopeful that you will look favourably at our request for a grant. Thank you!

Bob Read

President, Summerland Singers & Players



**7311 Switchback Road  
Summerland, BC, V0H 1Z6  
Phone: 250-494-7311**

**RECEIVED  
NOV 20 2015  
DISTRICT OF SUMMERLAND**

From:	
To:	Corresp.
Subject:	
	Dog Control
	Rec-parks
Copy to:	
Date:	17-Nov-15

Mayor and Council  
District of Summerland  
Box 159 13211 Henry Avenue  
Summerland, BC, V0H 1Z0

Dear Council

I am writing to you concerning the number of dogs off-leash in the Rotary Park area of Summerland.

As a daily walker along the lakeside, I frequently encounter people walking their dogs and not following the posted Bylaws regarding dogs off the leash, and in restricted areas. I have observed owners allowing their dogs to run free on the children's beach area, while they wait for the dogs to do their business, or while they stretch before they run with their dogs. I have noted they do not clean up after their dogs on the sand beaches. I think this is very unsanitary for children to then play on these beaches.

I have also had dogs jump up on me as I am walking as they are off the leash. The owners apologize for my wet and dirty clothes but not for their dogs' actions! I have had dogs approach me barking and running which is quite frightening. The owners usually reply, "oh, he won't hurt you!". I would feel better if their dogs were on leash and could be better controlled.

I think this area should be better patrolled by the bylaw officer on a regular basis. Issuing tickets for these infractions would also benefit the District's coffers!

I would also like to suggest the plastic bags set out for dog poop, be replenished on a much more frequent basis. The boxes are often empty.

I thank you in advance for your attention to these matters.

Best regards,

Cheryle Jones



**Katie Karn**

---

**Subject:** National Giving Day

---

**From:** John Bubb  
**Sent:** November 24, 2015 6:40 AM  
**To:** Mayor and Council <[council@summerland.ca](mailto:council@summerland.ca)>  
**Subject:** National Giving Day

To Mayor Waterman and Summerland Councillors:

I received this poster through my United Way contacts. I understand that Kelowna, Vernon and Penticton are supporting this day of giving. It may be a little late to do anything for this year but if there is an opportunity I certainly think it would be a valuable exercise to thank our many community volunteers and inspire any who may be on the brink of volunteerism or philanthropy.

With thanks for all the community support we already receive at the Food Bank & Resource Centre

John Bubb  
President, Summerland Food Bank & Resource Centre  
[www.summerlandfoodbank.org](http://www.summerlandfoodbank.org)



## Proclamation



### **Giving Tuesday December 1, 2015**

**WHEREAS** Giving Tuesday was established as a national day of giving on December 3, 2013;

**AND WHEREAS** Giving Tuesday is a celebration of philanthropy and volunteerism where people give whatever they are able to give;

**AND WHEREAS** Giving Tuesday is a day where citizens work together to share commitments, rally for favorite causes, build a stronger community, and think about other people;

**AND WHEREAS** It is fitting and proper on Giving Tuesday and on every day to recognize the tremendous impact of philanthropy, volunteerism and community service in the City of Penticton;

**AND WHEREAS** Giving Tuesday is an opportunity to encourage citizens to serve others throughout this holiday season and throughout the year;

**NOW THEREFORE** I, Andrew Jakubeit, Mayor of the City of Penticton, DO HEREBY PROCLAIM **December 1, 2015** as **Giving Tuesday** in the City of Penticton, and encourage all citizens to join together to give back to the community in any way that is personally meaningful.

**Mayor Andrew Jakubeit**

**Katie Karn**

---

**Subject:** Update, re: Request - Declare 'A Day For Our Common Future', December 11th 2015  
**Attachments:** BC Proclaims 'A Day', Dec.'15.pdf

---

**From:** VI & Coast Conservation Society [<mailto:viccs@shaw.ca>]  
**Sent:** December 9, 2015 8:05 PM  
**To:** VI & Coast Conservation Society <[viccs@shaw.ca](mailto:viccs@shaw.ca)>  
**Subject:** Update, re: Request - Declare 'A Day For Our Common Future', December 11th 2015

To: Local and Regional Governments, British Columbia  
c.c.: BC Members of the Legislative Assembly

Re: 'A Day For Our Common Future', December 11th 2015

December 9, 2015

Dear Mayor & Council, and Regional Directors,

We approached all local governments in BC in early October, requesting consideration to proclaim December 11th 'A Day For Our Common Future'. We received many supportive and encouraging responses, from those who's policies would not permit a formal proclamation and from those who could. We are encouraged by the wish to see sustainable development put into practice, and pleased to recognize the two dozen communities that have signed onto the Proclamation in 2014/15, including the City of Vancouver and the Province of British Columbia. And we thought that all involved with local and senior levels of government in BC might like to see the press release we circulated today\*.

We will be continuing to seek proclamations and support in 2016, and invite your suggestions on how all local governments might recognize the day according to their policies and priorities ...and of course further the goals of sustainable development.

Sincerely yours,

Laurie Gourlay  
President, VICCS

*- attached: a copy of the Proclamation signed by the Province of British Columbia. Additional information can be found on our website, or by writing to us.*

Vancouver Island and Coast Conservation Society, P.O. Box 333, Cedar, BC, V9X 1W1  
(250 722-3444), [[viccs@shaw.ca](mailto:viccs@shaw.ca)], <[www.viccs.vcn.bc.ca](http://www.viccs.vcn.bc.ca)>  
\*\*\*\*\*

**Press Release**  
**FOR IMMEDIATE RELEASE**  
**December 9, 2015**

**The Province of British Columbia, Towns, Cities and Regions  
Proclaim December 11th, 'A Day For Our Common Future'  
...With Paris and Climate Change in Mind**



CEDAR – "The Province of British Columbia has again proclaimed December 11th as 'A Day For Our Common Future', states the sponsor of the Proclamation, Laurie Gourlay, President of the Vancouver Island and Coast Society. "And over the past two years we've seen two dozen BC towns, cities and regional districts similarly Proclaim this anniversary of the Brundtland Commission's report to the UN."\*

December 11th also happens to be the last day of the UN COP21 Conference in Paris this year. The non-profit society believes the need for action on climate change, and the public's wish to find solutions which serve the environment and the economy, have underlined sustainability options which mitigate carbon emission problems.

"Every year we see an increasing interest, and recognition of the achievements for sustainable development which the World Commission on Environment and Development first advanced with publication of the book 'Our Common Future', said Gourlay.

This is the second year a senior level of government has Proclaimed the initiative, and the non-profit society is pleased with the many additional expressions of support and encouragement from Premiers and Provincial representatives, as well as local Councils. This is the first year that VICCS has reached out across the country.

"We see local governments and communities working hard to implement the pragmatic application of sustainable development," Gourlay notes, "with senior governments integrating policies and programs."

The Proclamation notes key goals and achievements which the Brundtland report helped to identify and to champion in its efforts to find a practical and principled balance between the environment and economy.

"December 11th offers a chance to consider, and to act for, Our Common Future", said Gourlay. "How we'll work together to find the solutions will be the defining legacy of our generation."

Copies of the Proclamation, background and a sampling of signatories, can be found on the VICCS website.

-30-

\*Proclaiming 'A Day For Our Common Future', 2014 - 15

BC's Local & Senior Government Support for December 11th

Province of British Columbia

City of Duncan	District of Highlands	City of Port Moody	City of Port Alberni	City of Richmond
District of Oak Bay	Town of Ladysmith	Town of Ucluelet	City of Vancouver	District of Mission
City of Vernon	City of Powell River	Town of Sidney	Village of Anmore	City of Penticton
City of Parksville	City of Nanaimo	City of Surrey	City of Burnaby	
District of Central Saanich	City of Campbell River	City of New Westminster	City of North Vancouver	
Squamish- Lillooet Regional District				

**\*Proclaiming 'A Day For Our Common Future', 2014 - 15**

**BC's Local & Senior Government Support for December 11th**

**Province of British Columbia**

**City of Duncan**

**District of Oak Bay**

**City of Vernon**

**City of Parksville**

**District of Central Saanich**

**Squamish-Lillooet Regional District**

**District of Highlands**

**Town of Ladysmith**

**City of Powell River**

**City of Nanaimo**

**City of Campbell River**

**City of Port Moody**

**Town of Ucluelet**

**Town of Sidney**

**City of Surrey**

**City of New Westminster**

**City of Port Alberni**

**City of Vancouver**

**Village of Anmore**

**City of Burnaby**

**City of North Vancouver**

**City of Richmond**

**District of Mission**

**City of Penticton**

For more information:

Laurie Gourlay, President VICCS, (250 722-3444)

Vancouver Island & Coast Conservation Society, Box 333, Cedar, B.C., V9X 1W1  
250.722.3444, ([viccs@shaw.ca](mailto:viccs@shaw.ca)) [www.viccs.vcn.bc.ca](http://www.viccs.vcn.bc.ca)



Canada  
Province of British Columbia  
A Proclamation

ELIZABETH THE SECOND, by the Grace of God, of the United Kingdom,  
Canada and Her other Realms and Territories, Queen, Head of the  
Commonwealth, Defender of the Faith

**To all to whom these presents shall come – Greeting**

WHEREAS our long-term economic, social, ecological and cultural goals form the four pillars of sustainable development, and

WHEREAS the UN General Assembly formally adopted the tenets of sustainable development on December 11<sup>th</sup>, 1987 when Norwegian Prime Minister Gro Harlem Brundtland presented the report, "Our Common Future", on behalf of the World Commission of Environment and Development, and

WHEREAS sustainable development is defined as "Development that meets the needs of the present without compromising the ability of future generations to meet their own needs", and

WHEREAS Canada played a critical role in fostering and writing Our Common Future, and

WHEREAS recent reports warn that adverse effects of climate change are likely to undermine sustainable and all development efforts and goals – recommending increased support for adaption, mitigation, inclusive green growth and climate-smart development, and

WHEREAS communities are most able to meet their needs by practising sustainable development which incorporates a resilient resource base with a secure, long term food and water supply, and

WHEREAS efforts to protect our lands and waters include measures for conservation, biodiversity, habitat and watershed protection that integrate renewable resource, climate-adaptive and sustainable development initiatives, and

WHEREAS a healthy approach to sustainable development will find ways to bring a balanced growth that meets economic, social, environmental and cultural goals for everyone's benefit, and

WHEREAS residents, businesses, governments and communities have opportunity to implement recommendations that balance our society's needs and nature's needs while furthering global goals for sustainable development;

NOW KNOW YE THAT We do by these presents proclaim and declare that December 11, 2015, shall be known as

**"A DAY FOR OUR COMMON FUTURE"**

in the Province of British Columbia.

IN TESTIMONY WHEREOF We have caused these Our Letters to be made Patent and the Great Seal of Our Province to be hereunto affixed.

WITNESS, The Honourable Judith Guichon, Lieutenant Governor of Our Province of British Columbia, in Our City of Victoria, in Our Province, this third day of December, two thousand fifteen and in the sixty-fourth year of Our Reign.

BY COMMAND.

Attorney General and Minister of Justice  
(counter signature for the Great Seal)

Lieutenant Governor

### Outstanding Council Resolutions

Resolution #	Date	Resolution	ACTION	End date
	Jan 27, 2015	THAT the Mayor and Interim CAO request results and information from FortisBC in relation to the recent electrical power surge.	Follow up meeting with Fortis (UBCM) to discuss letter. Meeting requested. Not available at UBCM; mtg to be scheduled in Summerland	meeting date to be determined
R239-2015	Aug 25, 2015	THAT Council direct staff to work on establishing a skateboard park committee and to bring back a proposed format and terms of reference to an upcoming Council meeting.	Referred to staff	authorized at Oct 13 council meeting
R261-2015	Sept 14, 2015	THAT Council direct staff to prepare scope of work and cost estimates, for 2016 budget consideration, for the following work related to Canyon View Road: (1) land use planning measures; (2) survey monitoring program; (3) intrusive field investigation; (4) flood mitigation; (5) collection of water use information; and (6) bylaw measures.	Referred to staff	2016 budget considerations
R274-2015	Oct 13, 2015	THAT the CAO be authorized to negotiate with representatives from the Ministry of Finance to settle the HST residential energy credit and rebate matter; and further that the negotiations include the authority to settle the matter on behalf of the District of Summerland.	In process. Waiting on Province.	Ongoing
R285-2015	Oct 13, 2015	THAT staff be directed to grant a Statutory Right of Way (SRW) to the Provincial Rental Housing Corporation (PHRC) on District owned property located at 9511 Wharton Street (Lot 3 Plan 42123 DL 3640) for a proposed sanitary sewer line, on the condition that the PHRC grant a SRW to the District of Summerland on its property located at 9700 Brown Street (Lot 1 Plan KAP45144 DL 3640) for all existing District utilities, and that the Parkdale Place Housing Society reimburse the District of Summerland for all direct costs related to the creation and registration of the SRWs.	Finally terms of agreement being settled with RHRC. Expect execution by Dec 11.	December
R316-2015	Oct 26, 2015	THAT the contract for the Raw Water Screening Works and Slide Gate Project not be awarded; THAT staff be authorized to retain a diver to inspect the gates and to circulate a Request for Quotes for the purchase of two slide gates and two actuators; AND THAT staff bring forward for Council consideration a 2016 budget request of \$50,000 for the installation of this equipment.	Referred to staff	2016 budget considerations



R327-2015	Nov 3, 2015	THAT the Local Sanitary Sewer Service Area (Juniper, Miltimore, Willow and Tait), be expanded to include 2308 and 2516 Tait Street subject to the following conditions: the cost to do so is acceptable to the property owner, and the construction schedule for the original sewer project, specifically the paving schedule, not be delayed.	property owner has withdrawn request	complete
R333-2015	Nov 9, 2015	THAT the delegation from the Regional District of the Okanagan-Similkameen, be received; and further that staff prepare a report regarding the Regional Heritage Conservation Service Establishment Bylaw to present to Council at the November 23, 2015 Regular Council meeting.	Referred to staff - report anticipated for January 12, 2016 agenda	Jan 12
R353-2015	Nov 23, 2015	THAT the delegation from the Regional District of the Okanagan-Similkameen, be received for information; and that staff prepare a report regarding the feasibility of a regional organic facility at the Summerland Landfill.	Referred to staff	



**OUTSTANDING TASKS - STAFF**

	<b>Project/Issue</b>	<b>Person Responsible</b>	<b>Next Steps</b>	<b>Anticipated Timing</b>
1	Old RCMP lands	IM	Negotiating purchase and sale agreement	In Progress
2	Skateboard Park	LT/BI	Proposed lease with SD67. Council resolution (Oct 13) to award design contract to New Line Skateparks Inc. Steering committee being established by staff.	Ongoing
3	Lakeside Trail Project	DD/JD	Finalizing maintenance agreement with Province.	December
4	New Subdivision Servicing Bylaw			2016
5	Grant app followup - Asset Management	LT	Grant app submitted; staff to contact for update on expectations. Advised that grants will be announced in Winter 2015.	
6	Garnet Valley Water Separation Project	DD/DV	Detailed report overviewing the project is being prepared for presentation to Council	Nov 9 meeting
7	DCC Bylaw Amendment	IM	Draft bylaw amendment received first three readings and has been approved by the provincial inspector	Dec 2015
8	Building Bylaw review project	JD/IM	Negotiate terms of reference with MIA and Lidstone	2015-2016
9	Online registration system - Recreation	JD/BI	Report to council after evaluation of vendors completed.	Spring 2016
10	Leases of municipal properties	JD	Will bring forward leases to upcoming council meetings as prepared.	Ongoing
11	Willow, Juniper, Tait, Miltimore Sanitary Sewer	LC/DD	Installation of sewer infrastructure complete. Preparing for asphalt	November
12	Protocol Agreement - PIB	LT	Referral Committee struck and intending on meeting bi-monthly (land use matters-staff).	Ongoing
13	MTI and BNEB Bylaws	JD/KK	Updated BNEB adopted. MTI being reviewed further.	
14	Citizen Survey	LT	Preliminary	1st quarter 2016
15	Community Engagement Policy	LT		December
16	Parks and Recreation Masterplan	BI/LT	Reviewing RFP templates; issue RFP	1st quarter 2016
17	Debt, surplus, reserve policies	LC	Update research and draft policies	1st quarter 2016
18	Gravel Sales & Pit Development	DD/JD	Cantex is mobilizing on-site. Extraction anticipated to begin mid to late November.	
19	Fleet Renewal Policy	JD/LC/DD	Corporate Services coordinating with Works and Utilities/Finance	Spring 2016
20	Sidewalk Master Plan	IM	In progress.	2016
21	Cemetery Upgrades	DD/MS	Design near completion. Tender in November	Spring 2016
22	Scale Replacement at Landfill	DD/MS	Cantex has requested to meet to revisit this option	November
23	Flume and Water Intake	DD/DV	Design 90% complete. Funding application was submitted and will need followup	Design completion Sept
24	Raw Water Slidegate Upgrade	DD/DV	Report to Council to update project status on October 26	complete
25	Wastewater Filtration and Grit Removal Upgrade	DD/DV	Design is complete. Funding application was submitted and will need followup.	
26	Cultural Plan	IM	Major portion of Public Engagement completed	Ongoing
27	Perpetual Slide	DD/MS	Follow up from UBCM required. Monitoring budget to be brought forward during 2016 budget deliberations.	January
28	Fire Training Facility	GN	Building assembly was completed on Nov. 4, additional site works and training prop construction required. Antisipate complete completion late spring 2016.	June 30, 2016
29	Rodeo Grounds footings	BI/DD		community contribution received
30	Sister City (gift received)	BI	Waiting for information from Leanne.	
31	Foreshore Tenure(s) with Crown	JD/IM	In progress. Report to Council in future meeting.	December
32	Asset Management	LC	Waiting on results of grant application before determining next steps.	
33	Joint Use Agreement	JD	Jeremy and Brenda negotiated terms of Joint Use Agreement with SD67 on August 17. SD67 to provide a draft agreement by end of November.	December
34	Cell Tower Policy	JD	Will bring a draft policy to Council.	Spring 2016
35	Trail Signage	LT/BI	Gather examples and develop a trail signage plan / policy. Intend to engage contractor to assist with trail signage plan;	
36	Policy: Air BnB; vacation rentals		For council discussion	Fall 2015
37	Business License Bylaw	JD/LC/DD	Review draft (written), finalize and take to council	Spring 2016
38	Dog Regulation Bylaw	JD	Review draft bylaw to replace existing bylaw. Bring to Council.	Spring 2016

**OUTSTANDING TASKS - STAFF**

	<b>Project/Issue</b>	<b>Person Responsible</b>	<b>Next Steps</b>	<b>Anticipated Timing</b>
<b>39</b>	HST Residential Energy Credit	LC	Working with the Ministry to resolve the rebate application process	Resolution expected late December
<b>40</b>	Infrastructure Planning Grant	BI/LC/DD	Not successful	complete
<b>41</b>	No smoking bylaw	BI	Adopted Oct 13. Signage to be implemented.	

**THE CORPORATION OF THE DISTRICT OF SUMMERLAND**  
**ITEM 10.2 – CORRESPONDENCE – COMMITTEE/COMMISSION**  
**MINUTES**

**December 14, 2015 – Regular Council Meeting**

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**RECOMMENDATION:**

THAT the committee and commission minutes included in the report dated for the December 14, 2015 Regular Council meeting, from the Deputy Corporate Officer, be received for information.

**COMMITTEE MINUTES**

Heritage Advisory Commission – October 14, 2015	Receive for information
Cultural Plan Task Force – November 2, 2015	Receive for information

Any recommendations for Council consideration will be brought forward under separate cover.

**AUTHOR:**

**REVIEWED BY:**

Katie Karn

KATIE KARN, DEPUTY CORPORATE OFFICER

Lorrie Coates

LORRIE COATES, for LINDA TYNAN,  
CHIEF ADMINISTRATIVE OFFICER



## Heritage Advisory Commission

October 14, 10 am Municipal Hall

Members Present: S. Johnson, D. Inglis, D. Gregory, D. Hill,  
Councillor Barkwill

Members Absent: Mary Trainer

1. Call to Order: 10:00 am
2. Adoption of Minutes of September 23 2015 D. Gregory/S. Johnson **CARRIED**  
include record keeping requirement by corporate officer in Minutes
3. Adoption of Agenda as amended S. Johnson/ D. Hill **CARRIED**  
Add re-zoning at Garnett Lake
4. Delegation: none
5. Unfinished Business

a. Draft letter to Council regarding street naming was reviewed

**MOTION: COMMISSION ADOPTED THE DRAFT LETTER AND WILL SEND TO COUNCIL REGARDING STREET NAMING POLICY**

Hill/Inglis **CARRIED**

6. New Business

a. Treasurer's report: \$834.97.

b. Potential sources of funding for heritage protection. This topic will be re-visited at the next meeting

c. The Sod Roofed Cabin Landry Cres.. The Commission members are concerned about the condition of the sod roofed cabin. The lower logs are in poor shape and the whole building is endangered. The Commission recommends to Council that the lower logs be replaced and the building be placed on a concrete pad

**MOTION: THE COMMISSION WRITE TO COUNCIL REGARDING OUR CONCERNS ABOUT THE POOR CONDITION OF THE SOD ROOF CABIN**

Hill/Johnson **CARRIED**

d. Recently the Council approved the re-zoning of land at Garnett Lake to permit agricultural activity. The Heritage Advisory Commission is of the understanding that this action could lead to a violation of the Provincial Heritage Conservation Act.

The Act reads "*SECTION 13 d. damage, excavate, dig in or alter, or remove any heritage object from, a site that contains artifacts, features, materials or other physical evidence of human habitation or use before 1846.*"

This site is bordered by the Hudson Bay Brigade trail, in use from 1811-1846. The Commission recommends to Council that a minimum requirement would be an archaeology assessment of these lands.

**MOTION: THE COMMISSION WRITES TO COUNCIL EXPRESSING OUR CONCERNS ABOUT RE-ZONING AND THE HERITAGE CONSERVATION ACT (SECTION 13D)**

Hill/Johnson **CARRIED**

e. Up-coming topic include, funding of heritage building protection, Cultural Committee Meeting.

7. **Adjournment:** 11:15 AM

**Certified Correct**

Chair

Vice-Chair



**District of Summerland**  
Cultural Plan Task Force (CPTF)  
Meeting Minutes  
Monday November 2, 2015 at 6:30 pm  
Municipal Hall  
13211 Henry Avenue, Summerland, BC

**Present: Denese Espeut-Post, Dianne Hildebrand, Susan Gibbs, Doug Holmes, John Bubb, Dan Dinsmore, Betty Ann Xenis, Margaret Holler, Ellie van Nie, Janet Peake, Linda Beaven, Jean Evanishen, Sophia Jackson, Jane Curtin.**  
**Staff: Ian McIntosh, Development Services**

- 1) **Call to Order** at 6:34 pm
- 2) **Approval of Agenda:** Items added: Discussion with Caleb Moss – Council Liaison to the Arts Council in Golden; UBC Courses; and Written Submissions. Motion to Approve the Agenda as amended. Carried.
- 3) **Adoption of Minutes:** Jean Evanishen added to list of attendees. Motion to approve the minutes of the October 16, 2015 meeting as amended. Carried.

Expression of thanks to Doug Holmes, Dianne Hildebrand and Denese Espeut-Post for their update to Council on October 26.

Doug Holmes introduced his guest Caleb Moss to speak about the Town of Golden's cultural success stories. A brief summary of Caleb's presentation and discussion follows:

*Golden is a town of 3,800 people with 7,500 in outlying areas. Over 12 years it has developed its cultural infrastructure significantly through a combination of strong leadership by a cultural "champion", specific branding (the "Kicks" brand), exceptional communications and transparent reporting. Their arts council currently administers an annual budget of \$450,000 of which 34 % is earned revenue, 6% is donated by business and 60% comes from various levels of government via grants (BC Arts Council, BC Government and Canadian Heritage specifically mentioned).*

*Golden's cultural programs are wide ranging – in variety and in number of named groups (youth, performing arts etc.). They include: 10 annual concerts, 10 free summer events, A Christmas craft fair, creative workshops, Masque parade (3 days duration), 6 feature films, and a 4-day youth dance school. Youth are invited to participate in planning professional events so that they learn skills necessary to present their own events including learning how to be an audience.*

*Golden's cultural facilities include a performing arts centre (rescued from plans to demolish a civic centre building and refurbished by the Arts Council) and a studio / gift shop complex.*

*Golden has the philosophy that there is an economic spinoff from the arts and thus funding of the arts is considered an investment and not a handout. For example, expensive equipment and skills to operate are contracted to professional groups that come to the town. There is a focus on excellence ("tell us what you want us to do and we'll exceed it").*

*It may be possible for the Task Force to obtain early plans and delivery service contracts – Dan Dinsmore to follow up.*

- 4) **Update on Community Conversations:** The **Literary Arts Conversation** attracted approximately 25 participants, there was lively discussion, lots of ideas significantly expanding the Shakespeare Festival to adults, bring writers together, hire a cultural coordinator and develop online presence. The library rents its room (holding about 30 people) for \$25 per hour (this conversation was subsidized by the Friends of the Library); The **Visual and Performing Arts Conversation** drew 38 participants and 7 task force members and was held at the Arts Centre. There was lively, positive discussion and the attendees seemed appreciative of the opportunity. The major concern seemed to be a “lack of cohesion and connection with others”; **The SADI Conversation** attracted 17 youth of ages from 13 to 18 years. A mural was developed and is still developing. The new skateboard park is a big topic for youth and the major concern is that youth need “a place to go” in Summerland. Summerland Secondary’s leadership class is gathering more information from its students.

5) **Team Updates**

a) **Communications Strategy Team**

- i) **Community Conversations** – See item 4) above.
- ii) **Display Boards** – There have been lots of post-it notes collected with the majority being suggestions and ideas. The largest number of comments came from the recreation centre board. There are several boards still out in the community but this program is coming to a close. Thanks were expressed to the team for the excellent displays.
- iii) **Report to Council** – The update was well-received and demonstrated the significant amount of work that has gone into the plan to date. See above for an expression of thanks to the task force members who contributed to the report.

- b) **Communications /Consultation Team** – No issues at this time. The communications team is winding down prior to Christmas as we move from community consultation into analysis and report development.

c) **Comment Collating Team**

- i) Awaiting direction from staff concerning analysis of the survey form questions that have now been entered into the survey analysis system. Denese Espeut-Post to follow up with CAO Linda Tynan.
- ii) There is a need to consider how information from the various data sources (survey forms, conversations, display boards, written submissions etc.) are to be collated for analysis: this will be a topic for our next meeting.

- d) **Facebook Page and Website Development Team** - Facebook and web pages are continuing to be updated – currently with pictures and summaries from community conversations. The schedule of upcoming conversations will be pinned to the top of the Facebook page and website. The schedule will also be updated to remove past conversations.

- e) **Budget Team** – There are no changes to the budget. Some items of expenditure have been passed to Municipal Accounting for re-imburement.

- f) **Time Management Team** – No updates at this time.

- 6) **GIS Culture Mapping**- Minor updates continuing. Suggestion to include a category of “Authors”

7) **New Items:**

- a) **UBC Workshops** - Cost of courses ranges from \$375 to \$800. Considered too expensive based on anticipated benefits.
- b) **Written Submissions** – Starting to come in – 4 received to date. John Bubb to scan and update submissions to Basecamp and maintain a file of originals.
- c) **Learning from other communities** – In addition to Golden, other communities have a history of cultural success – Campbell River, Vernon and Lake Country being examples. Suggestion that members of Summerland’s Task Force visit these communities in January to collect data. The task force has some budget leeway to do this. Doug Holmes will invite Sharon McCourby of Lake Country to speak to the Task Force.

8) **State of the Union:**

- a) **Round Table:** Task Force members are mostly encouraged, enthusiastic and enjoying the process. Members attending community conversations are generally pleased with the participation and sharing of ideas. Several members are looking forward to the next phase and starting to analyze results. One or two members are concerned about the amount of work to be done and skeptical (based on many years of struggle) that the cultural plan will be adopted and funding will be available to implement it. One or two members expressed a desire not to disappoint those participants in conversations who are placing their trust in the Task Force to effect significant change. It was noted that we need a practical plan that works and can be used to secure grants and other funding. There was reference to Gord Hume’s recommendation that ideas not be lost. Ideas not incorporated into the Cultural Plan should be recorded with the hope that someone or some organization may pick up and run with them at a future date.
- b) **Christmas Get-together:** Task force members and partners are invited to the home of Dianne Hildebrand for a Christmas pot-luck on Tuesday December 15 at 7:00 pm.

9) **Next Meeting** – Friday, November 20, 2015 at 9:00 am in Council Chambers


10) **Adjournment** Motion to Adjourn at approximately 8:20 pm. Carried.

**Action Items:**

- 1) **Follow-up to obtain plans and contracts from Caleb Moss in Golden (Dan);**
- 2) **Follow-up with Linda Tynan re: analysis of survey forms (Denese);**
- 3) **Update schedule of community conversations to remove past events (Sophia);**
- 4) **Pin schedule of community conversations to top of Facebook page & website (Betty-Ann);**
- 5) **Scan and update written submissions to Basecamp and maintain a file of originals (John);**
- 6) **Invite Sharon McCourby of Lake Country to speak to the Task Force (Doug);**

Signed :

  
Chair

  
Secretary





THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan – Chief Administrative Officer  
FROM: Ian McIntosh – Director of Development Services  
SUBJECT: Development Variance Permit Lot B, DL 455, ODYD, Plan KAP51373  
5492 Solly Road

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STAFF RECOMMENDATION:

That Council pass the following resolution:

*THAT a Development Variance Permit application to vary section 7.1.4 (c) of Zoning Bylaw 2000-450 to increase the gross floor area of a carriage house from 60 sq. m to 79 sq. m for Lot B, DL 455, ODYD, Plan KAP51373 **be denied.***

PURPOSE:

To present a comprehensive review of the applicant's request for a Development Variance Permit.

BACKGROUND:

Current Use:	Residential
Parcel Size:	0.492 Acres (1991 sq. m)
Zoning:	RSD1 – Residential Medium Lot Zone
OCP:	Residential
M.o.T. Approval:	Not required

The subject property is a residential lot located on the east side of Solly Road in the Lower Town neighbourhood. A site map of the property is attached as Schedule "A". On April 27<sup>th</sup> 2015 a Development Variance Permit was approved by Council authorizing the construction of a new carriage house in the front yard of the property as the Zoning Bylaw restricts carriage houses to the rear yard of any property. Subsequently a building permit has been approved and the structure is under construction. A new Development Variance Permit application has been submitted to increase the maximum allowable gross floor area from 60 sq. m to 79 sq. m. The proposed new floor plan is attached as Schedule "B".

In accordance with the Local Government Act Development Variances Permits (DVPs) may be issued by Council if the use or density permitted by the zoning bylaw is not affected by the application. Typically DVPs are meant to be considered when site specific characteristics or other unique circumstances do not permit strict compliance with the existing bylaw.

DISCUSSION:

The requested variance would result in a carriage house that has a floor area 19m<sup>2</sup> or 30% larger

than what is currently allowed by the Zoning Bylaw. The existing 60m<sup>2</sup> limit on floor area was created to ensure that new carriage homes are small sized dwellings that do not offer the same floor area as single detached homes. A typical double car garage is around 60m<sup>2</sup> and the intention of the existing carriage home regulations is to limit carriage homes to the floor area above a typical double car garage.

The carriage that is currently permitted meets the 60 sq. m (645 sq. ft) maximum floor area and includes an interior stair well and large covered deck. Two changes are proposed which require approval of a Development Variance Permit:

1. Interior stairs are not included in gross floor area calculations as per the definition of the gross floor area in the District's Zoning Bylaw. The change proposed as part of this Development Variance Permit application is to remove the interior stairs to create 45 sq. ft (4 sq. m) of floor space to be used as den.

2. The approved carriage house plans include a large covered deck which also isn't included in gross floor area calculations. The change proposed as part of this development variance permit application is to shift the east wall outward by approximately 6ft to create an additional 161 sq. ft (15 sq. m) of floor area. These changes are shown on the floor plan attached Schedule "B".

The proposed variance is mainly due to the applicant's desire to have a larger dwelling to accommodate 'aging in place'. A detailed explanation of the applicants reasoning for the variance is attached as Schedule "C".

CIRCULATION COMMENTS:

This application was circulated to the Works and Utilities Departments as well as the Fire Department. No concerns have been raised. The application has also been circulated to neighbouring properties as required. Development Services staff have received one written objection to the proposed variance.

FINANCIAL IMPLICATIONS:

There are no immediate cost implications to the District associated with the variance application.

CONCLUSION:

The goal of allowing carriage homes is to provide a small secondary dwelling on a lot essentially to allow for a family member (child or parent) to reside on the property. These dwellings are not intended to house typical families or significantly impact neighbourhood character or available parking. Carriage homes have only recently been permitted in Summerland and are small in size with a maximum floor area comparable to that of a two car garage. The proposed variance would result in a carriage house 19 sq. m or 30% greater than the current regulation. Staff are not recommending that the variance request be granted as there are no site specific characteristics or other unique circumstances that prevent compliance with the existing bylaw.

OPTIONS:

- Council could issue the variance as requested.
- Council could deny the variance.
- Council could refer the application back to staff for further investigation.

Respectfully submitted,



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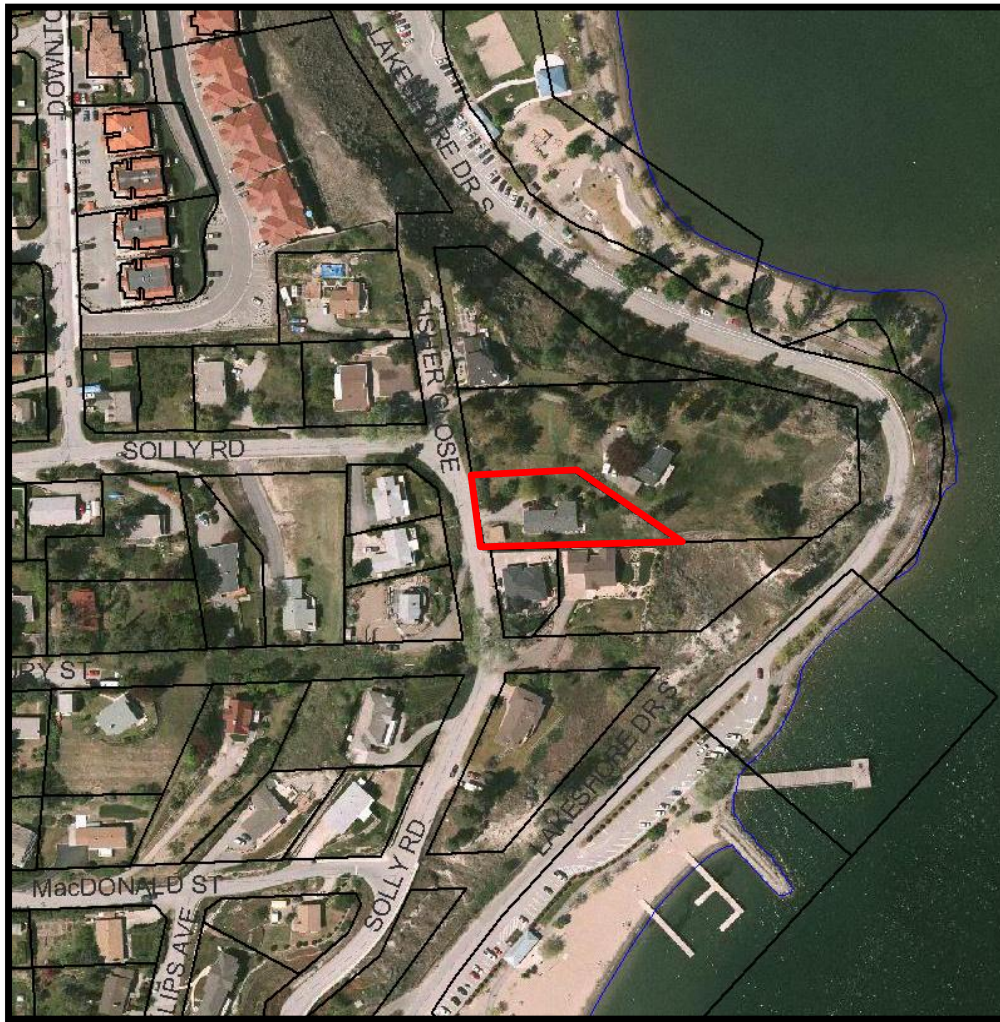
Ian McIntosh  
Director of Development Services

Approved for Agenda

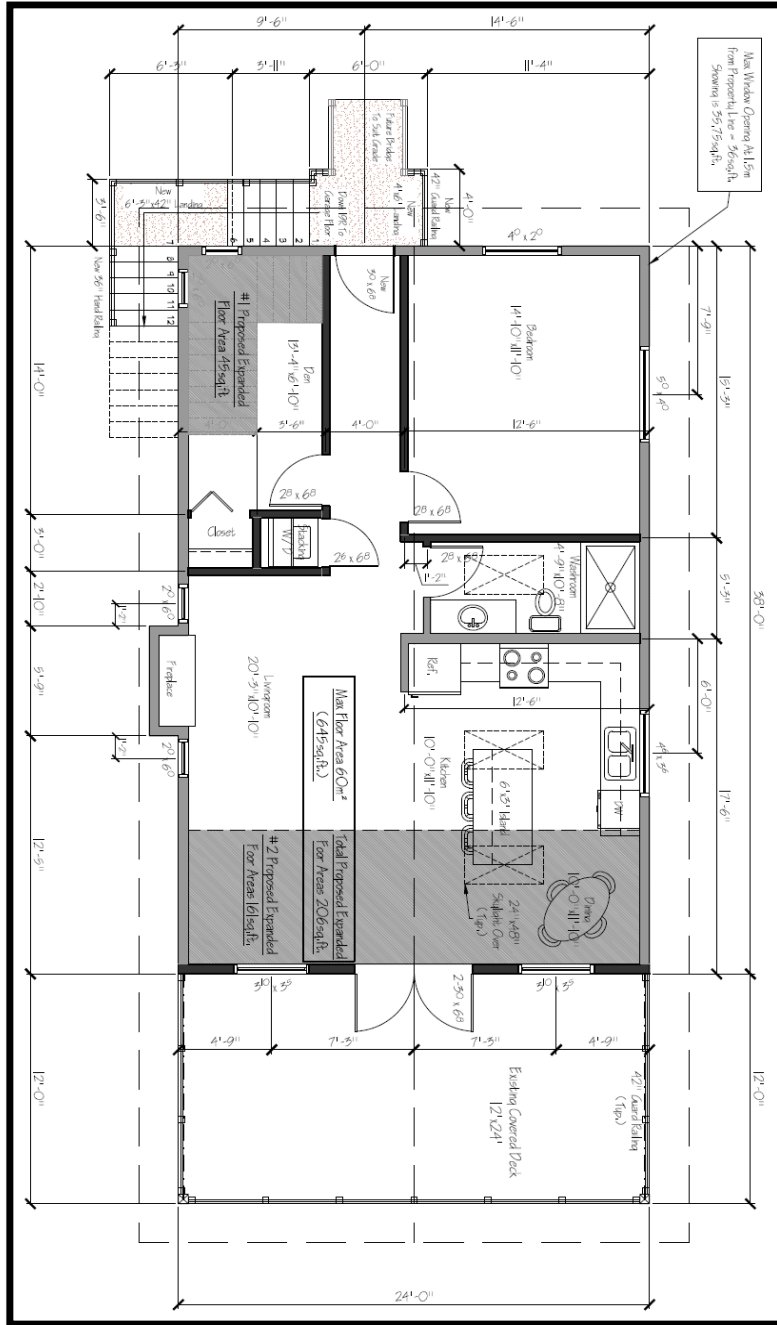


Lorrie Coates, for Linda Tynan, CAO  
December 10, 2015

**Schedule "A" – Site Sketch**




**Schedule "B" – Proposed Floor Plan**





**Schedule "C" – Development Variance Permit Application**

 <p><b>DISTRICT OF SUMMERLAND</b></p>		<p><b>Development Variance Permit Application</b></p>	
<p>13211 Henry Avenue Box 159 Summerland, BC Canada V0H 1Z0 Phone: (250) 494-6451 Fax: (250) 494-1415</p>			
<p>PROPERTY ADDRESS: <u>5492 Solly Rd</u></p> <p>LEGAL DESCRIPTION: Lot _____; DL _____; Plan _____</p> <p>CURRENT ZONING: _____ Roll # _____</p>			
<p><b>PROPERTY OWNER</b></p> <p>Name: <u>J. W. JOSHELL</u></p> <p>Address: <u>5492 Solly</u></p> <p>City: <u>Summerland</u></p> <p>Postal Code: <u>V0H-1Z1</u></p> <p>Phone: _____</p> <p>Email: _____</p>		<p><b>APPLICANT</b></p> <p>Name: <u>Same</u></p> <p>Address: _____</p> <p>City: _____</p> <p>Postal Code: _____</p> <p>Phone _____ Fax: _____</p> <p>Email: _____</p>	
<p><b>APPLICATION MUST INCLUDE</b> (2 paper copies and an electronic copy):</p> <p><input type="checkbox"/> Current Title Search (must include copies of all relevant easements, covenants, etc.)</p> <p><input type="checkbox"/> Site plan showing all existing buildings and geographical features</p> <p><input type="checkbox"/> Site plan showing development concept</p> <p><input checked="" type="checkbox"/> Bylaw and Section to be varied <u>Add 206 ft to carriage home</u> <small>(see reverse for additional information)</small></p> <p><input type="checkbox"/> Application Fee of \$750.00 or <input type="checkbox"/> Sign only Variance Fee \$100.00</p>			
<p><i>Please note that applications and drawings may be submitted electronically in Adobe pdf format but must accurate, include all dimensions and be to scale.</i></p> <p><i>Professionally drafted plans are preferred.</i></p>			
<p><small>The personal information on this form is collected under the authority of the Local Government Act/Community Charter for the purposes of processing this application, and is subject to the Freedom of Information and Protection of Privacy Act. Any questions regarding this collection should be directed to the Corporate Officer, District of Summerland, Box 159, Summerland BC (250) 404-4044.</small></p>			
<p>SIGNATURE OF REGISTERED OWNERS</p> <p><u>J. W. Joshell</u></p> <p>DATE: <u>Nov 18 / 15</u></p>		<p style="text-align: center;"><b>OFFICE USE ONLY</b></p> <p>Date received: _____</p> <p>Fee Paid: _____</p> <p>Received by: _____</p> <p>Receipt No: _____</p> <p>Comments: _____</p>	

Please explain your requested variance as well as your reasons and justification for this request:

My husband & myself are in our late 60s. Our kids are moving into our house & we will be moving into the coach home. My husband has recently been diagnosed with asbestos in his lungs and as a result has trouble breathing. This resulted in us trying to figure out how to handle less steps. Also it was our plan to continue to spend winters in Arizona. As his health declines we won't be able to do this thus the request for larger square footage.

Judy Jeebel,



THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Ian McIntosh, Director of Development Services  
SUBJECT: Development Variance Permit  
LOT 3, BLOCK 2, DL 473, ODYD, PLAN 1005  
14806 Biagioni Avenue

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STAFF RECOMMENDATION

That Council pass the following resolution:

*THAT a Development Variance Permit to vary Table C.2.2 of Subdivision and Development Servicing Bylaw 99-004 to:*

- a) waive the requirement for sidewalk, and*
- b) require road construction to be to a "rural" standard*

*adjacent to Lot 3, Block 2, DL473, ODYD, Plan 1005, located at 14806 Biagioni Avenue be granted subject to:*

- *an 8m by 8m road dedication as shown on Schedule B to accommodate a corner truncation at the intersection of Fosbery Road and Biagioni Avenue.*

PURPOSE:

To present a comprehensive review of the applicant's request for a Development Variance Permit.

BACKGROUND:

Current Use:	Vacant
Parcel Size:	3561m <sup>2</sup> (0.88ac)
Zoning:	I-Institutional
OCP:	Administrative
M.o.T. Approval:	n/a

This site is located on the west side of Biagioni Avenue at the intersection with Fosbery Road. A map showing the property is attached as Schedule A. The property was rezoned in 2012 to accommodate the Jehovah's Witness Kingdom Hall. The provision of a landscape security was a condition of rezoning as institutional development is exempt from the Development Permit process. A development variance permit was issued in 2012 and re-issued in 2015 to waive the requirement to provide sanitary sewer to the site.

A building permit application has been received to authorize construction of the Church. Subdivision and Development Servicing Bylaw 99-004 requires the development of Biagioni

Avenue to an urban standard including curb, gutter and sidewalk. The application to waive these requirements is attached as Schedule B. An existing fire hydrant is located on the subject property at the intersection of Biagioni Avenue and Fosbery Road and is in a trespass situation.

DISCUSSION:

The District's Subdivision and Development Servicing Bylaw 99-004 determines the levels of works and services required as a condition of subdivision or development. Table C.2.2 specifically identifies the requirements based on the zone in which the subject property is located. Typical servicing includes provisions regarding water, sewer, electrical, storm drainage and roads up to the centre line.

The Servicing Bylaw distinguishes between urban and rural standards with regards to the level of servicing on local roads. The bylaw also determines the level of servicing based on the Zone in which the property is located and the use of the property.

In this case the zoning is I-Institutional and requires upgrading of adjacent roads to an Urban Local Road Standard. This standard requires curb and gutter. The Servicing Bylaw also requires construction of a sidewalk on a local road where the road provides access to "*...educational facilities, government facilities, parks, recreation sites, shopping centres, entertainment centres, health institutions or religious institutions and multiple family uses...*"

In this case the Servicing Bylaw requires curb, gutter, and sidewalk along Biagioni Avenue and the road to be re-constructed to the centre line of the road right-of-way. From a technical perspective District staff are recommending that the road should be built to a rural standard which does not require curb or gutter. Staff are also recommending the requirement for a sidewalk be waived. Staff are not recommending the remaining requirements for road construction along Biagioni Avenue be waived which may include provisions for storm drainage.

The applicants are requesting a variance to all the offsite road works including road reconstruction and storm drainage along the Biagioni Avenue frontage of the property.

To accommodate road construction at the corner of Biagioni Avenue and Fosbery Road, a corner truncation is required. Specifically, road dedication is needed to allow for a rounded curb return. This reconfiguration requires dedication of a portion of private property to road as shown on Schedule C. Provincial legislation does not allow local governments to compel a property owner to provide road dedication as a condition of building permit. Council can however require conditions of approval of a development variance permit.

There is currently a District fire hydrant which is in trespass as it is located on the applicant's property without formal approval. The hydrant does not require relocation if the requirement for curb, gutter and sidewalk is waived and the corner truncation is acquired. Staff have suggested that if the land required for the corner truncation is provided for free, and the curb and gutter were constructed, the District would absorb the \$2,838 cost of relocating the hydrant that is currently in trespass.

The construction of curb and gutter also requires storm drainage infrastructure as storm water is collected by the curb and must be disposed of through catch basins and drywells. The offsite road construction including curb, gutter and sidewalk has been estimated at approximately \$70,000. The offsite road construction minus the curb, gutter and sidewalk has been estimated at approximately \$45,000.

There are a number of Churches in Summerland that do not have curb, gutter and sidewalks along their frontages. Details of these circumstances are noted below:

- Alliance Church located at 14820 Victoria Road, was granted a variance waiving offsite works for the construction of their Church in 2002.
- Lutheran Church located at 15244 Victoria Road was constructed prior to the adoption of the Servicing Bylaw.
- Hindu Temple located at 2706 Johnson St was constructed prior to the adoption of Servicing Bylaw.
- Pentecostal Church located at 9918 Julia St was constructed prior to the adoption of the Servicing bylaw.
- Existing Kingdom Hall located at 9518 was constructed prior to the adoption of the Servicing Bylaw.

If the road improvements are constructed to an urban standard, there will be an isolated 80m long piece of sidewalk that is unlikely to connect to any other sidewalk in the foreseeable future. Biagioni Avenue and Fosbery Road are adjacent to large residential properties for approximately 300m before all adjacent land is in the Agricultural Land Reserve.

If Council wishes to consider waiving the offsite construction, relocation of the hydrant is not required however it may be prudent to obtain the road dedication that would remove the trespass and allow for future road improvements.

#### CIRCULATION COMMENTS:

Notification of this Development Variance Permit application has been provided to adjacent property owners and residents in accordance with the Land Use Procedure Bylaw. No concerns have been received as of the writing of this report.

#### FINANCIAL IMPLICATIONS:

There are no financial implications associated with the application other than possible relocation of the hydrant that is in trespass if the corner truncation is not acquired.

#### CONCLUSION:

The Subdivision and Development Servicing Bylaw 99-004 requires road improvements that include curb, gutter, sidewalk and road reconstruction including storm drainage. The applicants are requesting that all of these servicing requirements be waived. There does not appear to be any particular value in having sidewalk, curb and gutter installed in this isolated location. The pavement on Biagioni Avenue is in poor condition along the property frontage and warrants reconstruction. Staff are recommending that the requirements of the Servicing Bylaw be waived including, curb, gutter, and sidewalk, but that construction of Biagioni Avenue to a rural standard be required up to the centre line along the Biagioni Avenue frontage, which may include storm drainage.

OPTIONS:

1. Approve the application as submitted.
  - Will waive the requirement for curb, gutter, sidewalk and road improvements.
2. Approve the application to waive curb, gutter and sidewalk only and require construction of Biagioni Avenue to a rural standard, subject to dedication of an 8m by 8m corner truncation.
  - This will only waive the requirement for curb, gutter and sidewalk but will still require road surface improvements along Biagioni Avenue. The hydrant will not require relocating as the current trespass will be removed.
3. Deny the application.
4. Send the application back to staff for further review.

Respectfully Submitted



Ian McIntosh  
Director of Development Services

Approved for Agenda

Lorrie Coates


Lorrie Coates, for Linda Tynan, CAO  
December 10, 2015



Schedule A – Map of subject property



Schedule B – Development Variance Permit Application



**DISTRICT OF  
SUMMERLAND**

13211 Henry Avenue  
Box 159  
Summerland, BC  
Canada V0H 1Z0  
Phone: (250) 494-6451  
Fax: (250) 494-1415

## Development Variance Permit Application

PROPERTY ADDRESS:	14806 BIAGIONI AVE		
LEGAL DESCRIPTION:	Lot 3 BLK 2; DL 473 0040; Plan 1005		
CURRENT ZONING:	RSD3	Roll #	00895.000

PROPERTY OWNER	APPLICANT
Name: TRUSTEES OF THE SUMMERLAND CONGREGATION OF JEHOVAH'S WITNESSES	Name: MIKE GIROUX
Address: 9518 JULIA ST	Address: 102 ELLIS ST
City: SUMMERLAND, BC	City: PENTICTON, BC
Postal Code: V0H 1Z5	Postal Code: V2A 4L5
Phone: _____ Fax: _____	Phone: 250-809-0514 Fax: 250-493-7526
Email: _____	Email: mag@westhomeplanners.com


**APPLICATION MUST INCLUDE** (2 paper copies and an electronic copy):

- Current Title Search (must include copies of all relevant easements, covenants, etc.)
- Site plan showing all existing buildings and geographical features
- Site plan showing development concept
- Bylaw and Section to be varied TABLE C.2.2 OF STD SERVICING  
(see reverse for additional information) BYLAW NO. 99-004
- Application Fee of \$750.00 or  Sign only Variance Fee \$100.00

Please note that applications and drawings may be submitted electronically in Adobe pdf format but must accurate, include all dimensions and be to scale.

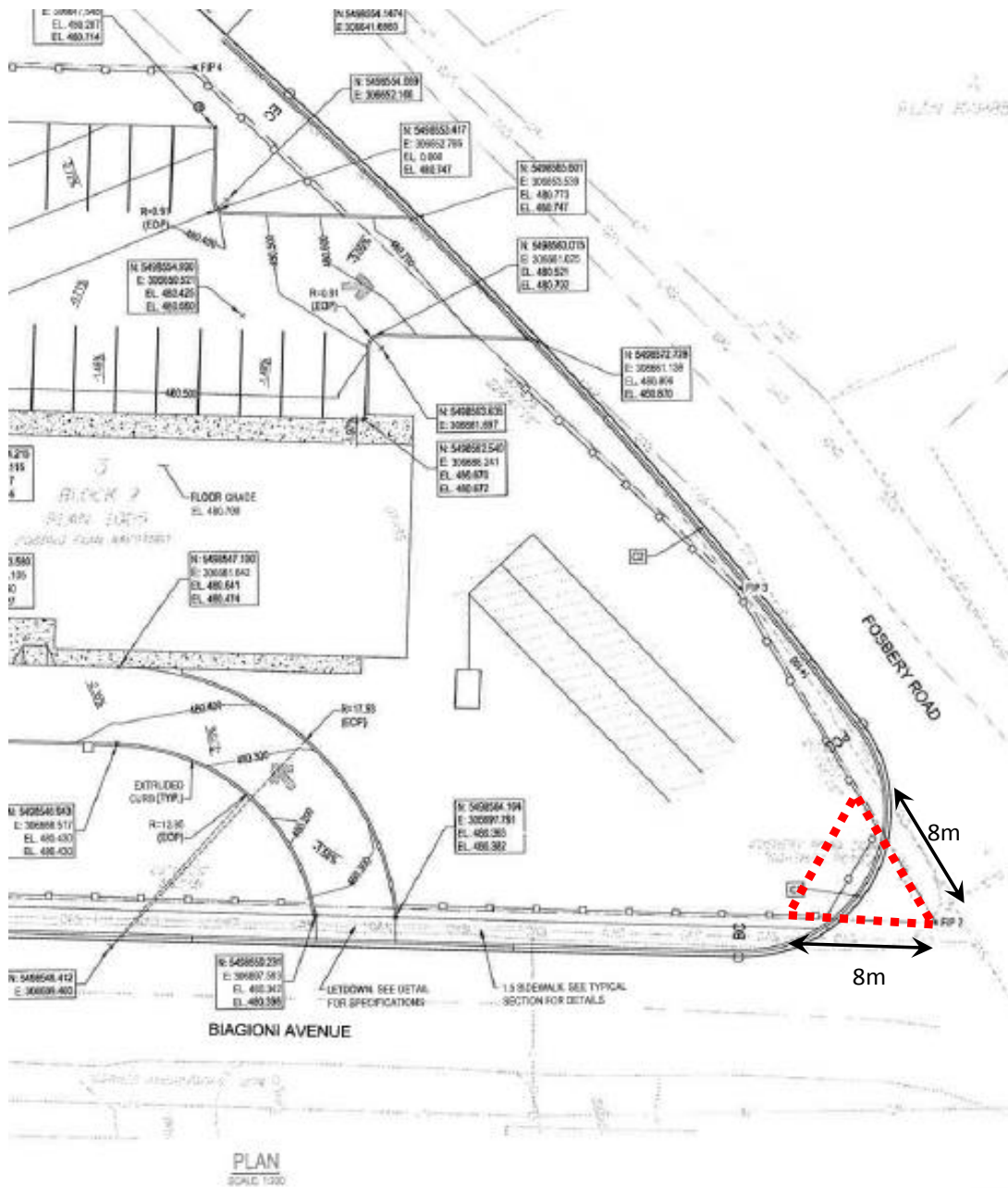
Professionally drafted plans are preferred

The personal information on this form is collected under the authority of the Local Government Act/Community Charter for the purposes of processing this application, and is subject to the Freedom of Information and Protection of Privacy Act. Any questions regarding this collection should be directed to the Corporate Officer, District of Summerland, Box 159, Summerland BC (250) 404-4044.

<p>SIGNATURE OF REGISTERED OWNERS</p> <p style="text-align: center;"> MIKE GIROUX (AGENT FOR OWNERS)</p> <p>DATE: <u>NOV 19, 2015</u></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center; font-weight: bold;">OFFICE USE ONLY</td> </tr> <tr> <td>Date received: _____</td> </tr> <tr> <td>Fee Paid: <u>\$100</u></td> </tr> <tr> <td>Received by: _____ NOV 24 2015</td> </tr> <tr> <td>Receipt No: _____ SUMMERLAND</td> </tr> <tr> <td>Comments: _____ PAID</td> </tr> </table>	OFFICE USE ONLY	Date received: _____	Fee Paid: <u>\$100</u>	Received by: _____ NOV 24 2015	Receipt No: _____ SUMMERLAND	Comments: _____ PAID
OFFICE USE ONLY							
Date received: _____							
Fee Paid: <u>\$100</u>							
Received by: _____ NOV 24 2015							
Receipt No: _____ SUMMERLAND							
Comments: _____ PAID							



Schedule C – Proposed Road Dedication to Accommodate Corner Truncation





THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14<sup>th</sup> 2015  
TO: Linda Tynan – Chief Administrative Officer  
FROM: Ian McIntosh – Director of Development Services  
SUBJECT: Non-Farm Use Application – Lot 4, DL 480, ODYD, Plan 2509  
18014 Garnet Valley Road

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STAFF RECOMMENDATION:

That Council pass the following resolution:

*THAT the application to Conduct a Non-Farm Use Activity Within the ALR on Lot 4, DL 480, ODYD, Plan 2509 located at 18014 Garnet Valley Road **be supported** and forwarded to the Agricultural Land Commission.*

PURPOSE:

To present a comprehensive review of an application for non-farm use application to allow for commercial weddings in the ALR.

BACKGROUND:

Current Use: Agricultural  
Parcel Size: 7.31acres (2.95ha)  
Zoning: A2 – Agricultural Large Acreage Zone  
OCP: Agricultural  
M.o.T. Approval: Not Required

The subject property is located on the west side of Garnet Valley Road approximately 1km from the intersection of Garnet Valley Road and Jones Flat Road. A site map is attached as Schedule "A". This property is designated Agricultural in the Official Community Plan (OCP) and is located in the Agricultural Land Reserve (ALR). The property is zoned A2 – Agricultural Large Acreage in the Zoning Bylaw. Commercial weddings are not permitted uses in the A2 zone however the Zoning Bylaw allows for temporary use permits to be considered on properties that are zoned A2 for uses not otherwise permitted by the Zoning Bylaw. Weddings are not considered 'agri-tourism' by the ALC and require a non-farm use application to be approved.

An application for a non-farm use has been submitted to the Agricultural Land Commission (ALC). A temporary use application has also been submitted to the District to allow for a commercial wedding business at 18014 Garnet Valley Road. The non-farm use application must be decided upon first by the ALC prior to District Council considering the approval of the temporary use permit application.

As the first step in the approval process District Council must provide a resolution recommending approval or denial of the non-farm use application. If the application is supported by Council and approved by the ALC staff will bring a separate report forward for consideration by District Council

to consider approval of the Temporary Use application at a future meeting.

The property owners intend to develop the site to raise beef cattle and show horses in combination with a wedding event business. Development plans for the property include the construction of a new 3,500 sq. ft. barn to be used for hay storage in the winter and wedding receptions in the summer. The ALC non-farm use application is attached as Schedule "B". A letter from the proponents outlining their application as well as another letter noting other locations in BC in which weddings are taking place on ALR land, is attached Schedule "C".

**DISCUSSION:**

The applicants state that the proposed 3,500 sq. ft. hay-barn is not proposed to be a 'purpose-built' structure but rather an 'over-built' structure that could accommodate both hay storage and meet building code regulations meant to ensure the safety of people gathering in the building. This would involve bathrooms and wheelchair-accessible facilities.

The majority of the parking area would not be paved or hard-surfaced. Hard-surfaced areas would be limited to parking for the existing house and wheel-chair accessible parking spaces. The applicants intend to encourage shuttling of guests by bus/limousine rather than parking on-site and would limit parking areas to the existing parking near the house or on an existing dirt paddock. Staff must note that as this property is located on Garnet Valley Road the shuttling of customers may be subject to disruptions resulting from the proposed water service and road upgrades along Garnet Valley Road expected to commence in 2016.

The property owners expect the visual impact on surrounding properties to be minimal as they state the intended site for the new barn is located behind a thick line of brush which obscures the view from Garnet Valley Road and is further buffered by natural vegetation which surrounds the property.

The applicant's expect to mitigate noise concerns by following applicable bylaws related to noise. The applicants also intend to enclose and insulate the hay barn to provide a sound-dampening effect. The District does not have a noise bylaw which limits music or noise to a specific time. The Districts Bylaw officer typically recommends that no noise should be created by music, construction or other means any later than 11pm. District staff responds to noise complaints on a complaint driven basis and occasionally relies on the RCMP to respond to complaints.

No commercial food/beverage facilities (kitchens) are planned to be constructed on the property.

**Local Government Act**

Section 920 and 921 of the Local Government Act allows local governments to designate temporary use permit areas in a Zoning Bylaw. A local government may issue a temporary use permit by resolution to allow a use that is not permitted by the Zoning Bylaw, specify conditions under which the temporary use may be carried on, and regulate the construction of buildings or structures. In accordance with the Act an approved temporary use permit is valid for a maximum of 3 years and is eligible to be renewed only once. A temporary use permit cannot be issued unless a Non-Farm Use in the ALR is approved first.

**OCP**

The property is designated Agricultural in the Official Community (OCP). The OCP includes an

objective to 'continue to strengthen the economic base of the agricultural community'. The OCP also includes a policy to 'support agri-tourism throughout Summerland and direct farm marketing operations as a secondary use to permitted farming operations that comply with the policies of the ALC'. Currently, the use of a property for weddings is not considered to be 'Agri-Tourism' as defined by ALC regulations outlined below, therefore a non-farm use application is required.

A portion of the property is also located in the Water Course (riparian) Development Permit area as Eneas Creek runs through the property. If any non-agricultural related development is proposed within 30m of the creek a Development Permit must be issued prior to construction.

#### **Agricultural Land Reserve**

The property is located within the Agricultural Land Reserve (ALR). Part 10 of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation outlines the non-farm use application process. The regulation requires that the application be filed with the local government for consideration and requires the District of Summerland to send the commission all of the following:

- The non-farm use application and any responses received from the public
- Comments and recommendations and a certified copy of any resolutions made
- A report of the public information meeting if one is held
- The referral comments, if any, of a local government or first nation government to which the non-farm use application has been sent
- Any other information it wants the commission to consider concerning the application

Ultimately, the decision to approve or deny the non-farm use application rests with the ALC. The subject property is not located adjacent to any other jurisdictions so no referrals are required. As there is no requirement to send notifications to adjacent property owners or hold a public meeting District staff are intending to send the ALC comments received at the Agricultural Advisory Committee (AAC) and District Council meeting. If the non-farm use application is approved, prior to consideration of the temporary use permit District staff are required to notify the adjacent property owners, and post a sign on the property, as outlined below.

#### **Temporary Use Permit/Zoning Bylaw**

All lands zoned A2 – Agricultural Large Acreage are designated as temporary use permit areas. This means that property owners can apply for a temporary use permit if they own property in the A2 zone. In accordance with the District's land use procedure bylaw District staff must post a sign on the property in close proximity to the road for a minimum of 1 week, notify property owners within 30 metres of the subject site, and publish a notice in the local newspaper. If the non-farm use application is approved by the ALC District staff will commence this process.

If the ALC approves the non-farm use application District council can still deny the temporary use application or add any conditions they deem are required.

#### **CIRCULATION COMMENTS:**

The Fire Department has noted that the proposed hay barn will be classified as an assembly occupancy in the context of the BC Building code and must be built accordingly. The Works and Utilities department has noted that the Garnet Valley Road system is proposed to be upgraded in 2016 which may cause traffic disruptions.

This application was presented to the Agricultural Advisory Committee on December 4<sup>th</sup> 2015 after hearing from staff and the applicant the committee unanimously passed the following recommendation:



*That the AAC support the application for a Non-Farm Use in the ALR as presented provided that the AAC is given a chance to discuss the temporary use permit if the ALC approves the non-farm use application.*

**FINANCIAL IMPLICATIONS:**

There are no immediate cost implications to the District associated with this application.

**CONCLUSION:**

The property owners are proposing to use their agricultural property to hold weddings and similar events such as family reunions. Parking is proposed to be handled by bus/limo service from off-site locations with limited parking area provided in an existing drive-way and dirt paddock. A 3,500 sq. ft. enclosed and insulated hay-barn meant to dampen sounds is proposed which would be used for hay storage in the winter months and wedding receptions in the summer months.

This proposed development is considered to be a non-farm use by ALR regulations therefore it requires approval by the ALC. Wedding venues/events are not contemplated in the agricultural zones of the District's Zoning Bylaw therefore a temporary use permit is required to be issued by District council. The non-farm use application must be considered by the ALC before a temporary use permit is considered by Council. The District has the opportunity to provide comments and resolutions to the ALC recommending support or denial of the non-farm use application. The District's Agricultural Advisory Committee is recommending support of the application but would like to review the temporary use permit application should the non-farm use be accepted by the ALC.

**OPTIONS:**

- Support the application as presented.
- Support the application with specific conditions that Council wishes to see addressed.
- Not support the application as presented.
- Return the application to staff for further consideration

Respectfully Submitted,



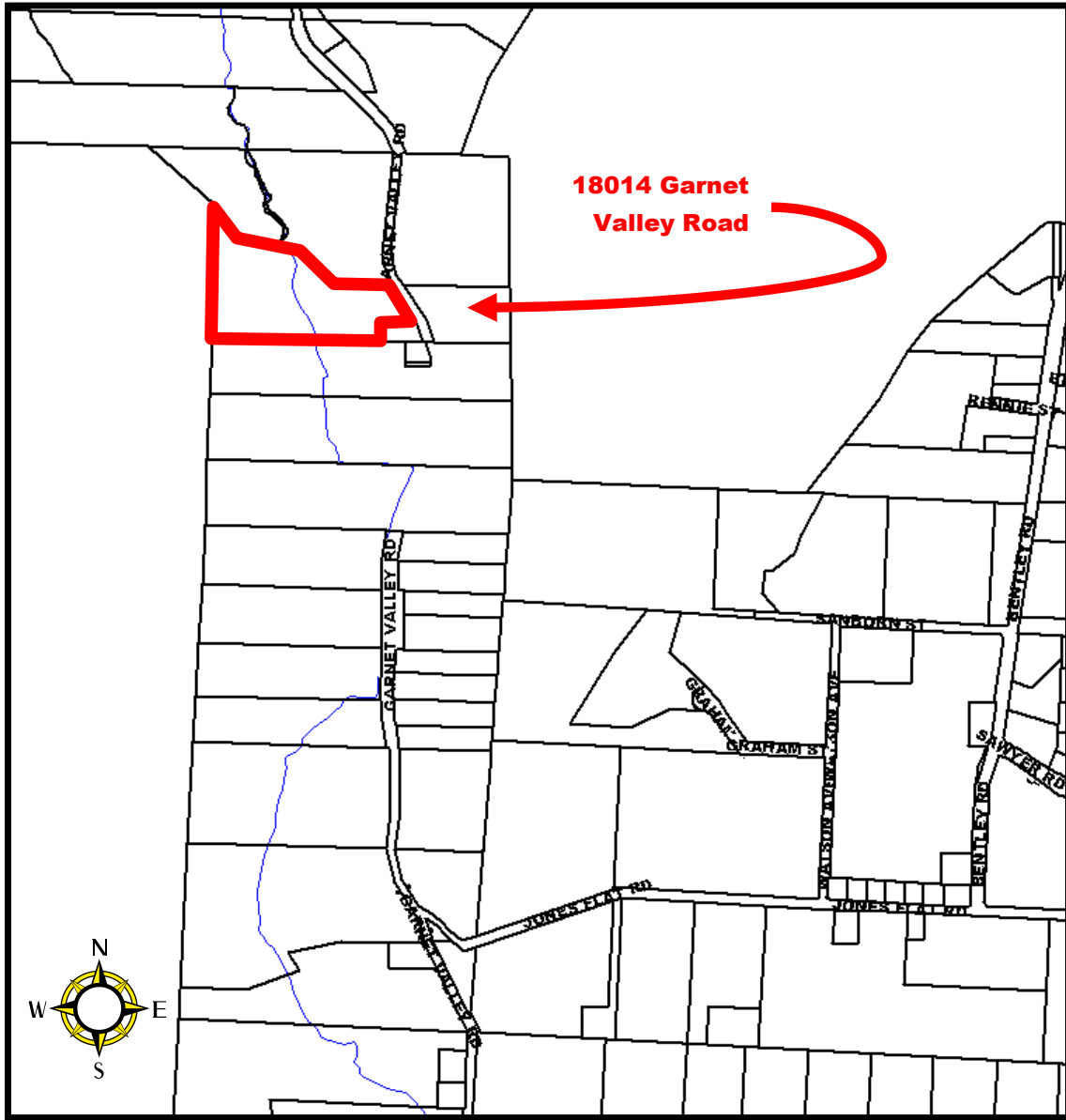
Ian McIntosh – Director of Development Services

Approved for Agenda

*Lorrie Coates*

Lorrie Coates, for Linda Tynan, CAO  
December 10, 2015

**Schedule "A" – Site Map**



**Schedule "B" – Non-Farm Use Application**

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**Provincial Agricultural Land Commission -  
Applicant Submission**

**Application ID:** 54665

**Application Status:** Under LG Review

**Applicant:** Kimberly Burns (nee Westgate) , Matt Burns

**Local Government:** District of Summerland

**Local Government Date of Receipt:** 11/23/2015

**ALC Date of Receipt:** This application has not been submitted to ALC yet.

**Proposal Type:** Non-Farm Use

**Proposal:** To add a second use to the hay barn we must construct for feed storage during the colder months: as a space for weddings/events during the warmer months. We plan to dismantle the existing farm outbuildings (which provide inadequate feed storage) once the new hay barn is up, reclaiming the area they sit on. Please see attached cover letter to District of Summerland, for further detail. Please note, the actual orientation of the new hay barn is subject to confirmation due to proximity to the creek, but the location is approximately as proposed, on the Google Earth diagram attached.

**Mailing Address:**

18014 Garnet Valley Road

Summerland, BC

V0H 1Z3

Canada

**Primary Phone:** [REDACTED]

**Email:** [REDACTED]

**Parcel Information**

**Parcel(s) Under Application**

1. **Ownership Type:** Fee Simple

**Parcel Identifier:** 011-012-102

**Legal Description:** Lot 4 District Lot 480 Osoyoos Division Yale District Plan 2509 Except Plan KAP82629

**Parcel Area:** 3 ha

**Date of Purchase:** 10/16/2012

**Farm Classification:** Yes

**Owners**

1. **Name:** Kimberly Burns (nee Westgate)

**Address:**

18014 Garnet Valley Road

Summerland, BC

V0H 1Z3

Canada

**Phone:** [REDACTED]

**Email:** [REDACTED]

2. **Name:** Matt Burns

**Address:**

18014 Garnet Valley Road

Summerland, BC

**Applicant:** Kimberly Burns (nee Westgate) , Matt Burns

### **Current Use of Parcels Under Application**

**1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**

*The property is used as a horse farm; we breed, raise and train horses. We wish to add the purchasing and finishing of feeder steers to our farm activity, in the next 2-3 years. Our application for Farm Classification has just been granted approval (as per Ron Smaha, Okanagan Region, BC Assessment).*

**2. Quantify and describe in detail all agricultural improvements made to the parcel(s).**

*In the 3 years we've owned it, we have made considerable improvements to the property for the sake of livestock: we've invested approximately \$12,000 (not including labour) in replacing old shoddy fencing with 4-rail pressure treated horse-safe fencing, and electrifying it. We've spent an additional \$1000 in weed removal (Grazon), soil testing, and fertilizing pastures, all for the sake of pasture growth to feed our horses.*

**3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).**

*We reside on the property. No non-agricultural uses currently take place. The application is for future hosting of weddings/events in addition to our current and ongoing farming activities.*

### **Adjacent Land Uses**

#### **North**

**Land Use Type:** Residential

**Specify Activity:** Small acreage not being farmed, just residential use

#### **East**

**Land Use Type:** Unused

**Specify Activity:** Unused sidehill / rock outcropping

#### **South**

**Land Use Type:** Agricultural/Farm

**Specify Activity:** Small acreage, growing garlic + residential use

#### **West**

**Land Use Type:** Unused

**Specify Activity:** Unused sidehill

### **Proposal**

**1. How many hectares are proposed for non-farm use?**

*0.2 ha*

**2. What is the purpose of the proposal?**

**Applicant:** Kimberly Burns (nee Westgate) , Matt Burns

To add a second use to the hay barn we must construct for feed storage during the colder months: as a space for weddings/events during the warmer months. We plan to dismantle the existing farm outbuildings (which provide inadequate feed storage) once the new hay barn is up, reclaiming the area they sit on. Please see attached cover letter to District of Summerland, for further detail. Please note, the actual orientation of the new hay barn is subject to confirmation due to proximity to the creek, but the location is approximately as proposed, on the Google Earth diagram attached.

**3. Could this proposal be accommodated on lands outside of the ALR? Please justify why the proposal cannot be carried out on lands outside the ALR.**

The activity of hosting weddings or events itself, could be accommodated on any land with a large enough building, provided the local bylaws allowed it. However in our case, we must build a new hay barn anyway, which will be on our ALR property, and this proposal is simply to make use of it year round by adding this non-farm use to a necessary farm building.

**4. Does the proposal support agriculture in the short or long term? Please explain.**

Yes, the building will be a hay barn storing feed for our livestock, supporting agriculture in the immediate and short term. It will have minimal modifications, to accommodate weddings/events (it will not be an extravagant event space "nicknamed" a barn - it will hold feed as its primary purpose). We are limiting our construction plans to the hay barn (not adding any purpose-built wedding/event buildings, nor parking lots), supporting long term agriculture by preserving as much arable land area as possible.

**Applicant Attachments**

- Other correspondence or file information - Cert. of Title Pg. 2
- Other correspondence or file information - Cert. of Title Pg. 3
- Proposal Sketch - 54665
- Other correspondence or file information - Copy of Letter to District of Summerland
- Certificate of Title - 011-012-102



**Schedule "C" – Letter from Applicant**

Matt & Kimberly Burns  
18014 Garnet Valley Road,  
Summerland, BC V0H 1Z3

November 14, 2015

**District of Summerland**  
13211 Henry Avenue, Box 159  
Summerland, BC V0H 1Z0

Attn: Mayor and Council  
cc: Ian MacIntosh, Planning Department  
cc: Alex Kondor, Planning Department

Dear Mayor and Council:

Please find attached, our application for a Temporary Use Permit regarding the address above, as per the recommendations of your Planning department.

As required by the Agricultural Land Commission, we are also submitting a Non-Farm Use application. We have been in contact with the ALC, and this letter addresses the main considerations they've identified, regarding weddings on ALR land.

BACKGROUND AND CONCEPT

We need to construct a new hay barn, for the sake of storing feed during the winter months for our horses, and for future beef steers. The existing structures in use on the property provide inadequate hay storage. As it is, we have to haul hay several times through the winter to restock hay. Between the poor weather, icy roads and an unreliable hay supply in the valley, this is not a practical way to manage our small herd of Arabian show horses, nor the cattle we wish to acquire in the near future. Moreover, the existing outbuildings (consisting of a small hay barn, a small shed and a lean-to horse shelter) are in mediocre condition at best.

We would like to build the new hay barn in such a way as to be useful all year round – for feed storage during cold months, and as a wedding reception space during the warmer months. This would allow us to showcase our farm and agricultural lifestyle and share our beautiful property, as well as attracting wedding parties and guests to Summerland.



The plan is to dismantle the existing farm outbuildings, to reclaim the space in which they are situated, once the new hay barn is up.

#### FARM STATUS AND FARMING ACTIVITIES

As this was our first year with sales from horse rearing, our application to BC Assessment for Farm classification has been submitted, with a decision anticipated by the end of this month (November 2015).

Our proposed wedding activities would not reduce the agricultural activity on the farm in any way; the property is first and foremost a horse farm, and will continue to be. In future years, we hope to purchase and finish a small number of beef cattle each year as well, thereby increasing our farming activities.

#### PRESERVATION OF AGRICULTURAL CAPABILITIES

Allow us to reiterate, our plans would **not** require constructing any "purpose-built" structures for the sake of weddings, but rather, simply "over-building" our new hay barn to higher standards, to ensure the safety of guests (for example, by using trusses engineered for human assembly occupancy, as opposed to those designed solely for hay barns). We would need to include the minimum number of restrooms in the barn, including wheelchair-accessible facilities, as required by the Building Inspector.

It is also important to note, we will **not** be installing a "parking lot" on the property. As strong supporters of maintaining agriculture, we want to assure Council we have no intention of paving over arable land (Kimberly Burns, nee Westgate, was a vocal supporter of preserving farm land, speaking at the public forum, during the former Council's proposed land swap).

The only "hard surface" parking will be the existing area at the house, and a couple of wheelchair-accessible spaces per the Building Inspector. Very limited event parking (intended for vendors and the wedding party only) would be located either on our existing parking at the house, or on the dirt paddock, to avoid impact to the grass pastures. We are however, intending to encourage shuttling of guests by bus/limo, rather than parking on site at all.

#### MINIMAL IMPACT TO SURROUNDING PROPERTIES

The intended site for the new hay barn is on the west (back) side of Eneas Creek, between a thick line of brush and the hillside, obscured from view from Garnet Valley Road. Natural vegetation almost completely surrounds the site intended for the new hay barn, minimizing visual impact to neighbouring properties.

We understand the residential noise bylaw requires that music be turned down at 10pm, and intend to enclose and insulate the hay barn, to provide a sound-dampening effect. We acknowledge the importance of preserving our neighbours' (and our own) quiet enjoyment of these rural properties.

NO COMMERCIAL FOOD/BEVERAGE SERVICES

Unlike many other wedding venues sited on ALR land, such as wineries for example, we have no plans to be involved in the food/beverage aspect of events. We would allow for a small prep area for outside caterers or guests to use, but we will not be providing any kind of food/beverage service.

CONCLUSION

Our application is to add the hosting of weddings/events to the existing and ongoing farm activities on our property. Although the application is labeled non-farm use, weddings would be ancillary and will not replace or take away from our current or future farm activities. Further, this would create a warm-weather use for the hay barn we need to construct anyway and would not be detrimental in any way to the agricultural capabilities of the property. We recognize the importance of respecting our neighbours and maintaining the peaceful quality of the agricultural area we live in.

We would welcome the opportunity to discuss and answer any questions regarding our application.

Sincerely,



Matt & Kimberly Burns



Matt & Kimberly Burns  
18014 Garnet Valley Road,  
Summerland, BC V0H 1Z3

November 14, 2015

**District of Summerland**  
13211 Henry Avenue, Box 159  
Summerland, BC V0H 1Z0

Attn: Mayor and Council  
cc: Planning Department

Dear Mayor and Council:

The following is a list of other wedding venues sited on ALR land, for reference.

Some of these allow weddings as only a small portion of their activity, while others focus primarily on events as a main revenue stream. A set of ALC maps showing their locations is attached.

- Bonitas Winery, Summerland, BC
- Summerland Ornamental Gardens, Summerland, BC
- Linden Gardens, Kaleden, BC
- Marron Valley Springs, Kaleden, BC
- Sanctuary Gardens, West Kelowna, BC
- McMillan Farms, Kelowna, BC
- Falcon Ridge Farms, Kelowna, BC
- Heartland Ranch, Kelowna, BC
- Elysium Gardens, Kelowna, BC
- Gatzke Orchards, Oyama, BC
- Silver Sage Stables, Vernon, BC
- O'Keefe Ranch, Vernon, BC
- ShyLynn Ranch, Salmon Arm, BC
- Rustic Weddings (High Country Tree Farm), Sorrento, BC
- Rainbow's Roost, Kamloops, BC



THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Ian McIntosh, Director of Development Services  
SUBJECT: 6003 Dale Avenue Subdivision

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**STAFF RECOMMENDATION:**

That Council pass the following resolutions:

1. *THAT the addressing scheme for the subdivision at 6003 Dale Avenue be approved as noted on Schedule A of the report dated December 14, 2015 from the Director of Development Services, regarding the 6003 Dale Avenue subdivision.*
2. *THAT the Mayor and Corporate Officer be authorized to execute the agreement attached as Schedule B of the report dated December 14, 2015 from the Director of Development Services, regarding the 6003 Dale Avenue Subdivision, accepting a \$120,000 security guaranteeing the construction of Johnson Street and waiving the requirement for this work to be constructed prior to subdivision approval or building permit issuance.*
3. *THAT the appropriate property value to determine the 5% cash-in-lieu for parkland be \$ \_\_\_\_\_.*

**PURPOSE:**

To present the remaining issues regarding final approval of the Dale Avenue subdivision for council's input.

**BACKGROUND:**

Current Use: Residential subdivision under construction  
Parcel Size: 3.2ha (8 acres)  
Zoning: RSD1, RSD2 and RSD3  
OCP: Low Density Residential

The site is located in the Trout Creek neighbourhood at the end of Dale Avenue. The site is directly adjacent to Powell Beach Park to the north and Okanagan Lake to the east. A location sketch is attached as Schedule A.

The property was rezoned in September 2014 to allow for a 29 lot subdivision. The subdivision has been under construction and is nearing completion. There are three items that require Council's decision prior to final subdivision approval. These are the property addressing scheme, the construction of Johnson Street and calculation of the 5% cash-in-lieu for parkland. These items are discussed separately below. In addition to these items staff are continuing to work with the Developer to resolve other items

required for final approval that are part of the regular approval process and do not require Council's input to proceed.

#### DISCUSSION:

##### The Addressing Scheme

The proponents successfully petitioned council to add the name "Lighthouse Landing" to the Street Naming Policy in April of 2014. The addressing concept shown at the council meeting is attached as Schedule B. The detailed addressing scheme proposed by staff is also shown on Schedule B.

The developer wishes to begin the "Lighthouse Landing" street immediately north of 5819 Dale Avenue where the newly developed subdivision begins. Best practices suggest that street names should change at intersections to avoid confusion. The addressing scheme shown to council and now proposed has "Lighthouse Landing" beginning just east of the expanded corner at the north end of Dale Avenue.

Staff are prepared to adjust the addressing scheme if Council provides direction.

##### Johnson Street Construction

The developer agreed to construct Johnson Street adjacent to Trout Creek School including sidewalk on both sides at the time of rezoning. The developers provided a \$300,000 Letter of Credit to secure this construction. Subsequent to adoption of the zoning bylaw, the developers offered to register a Section 219 covenant prohibiting subdivision or issuance of a building permit prior to constructing Johnson Street. This document was registered on the title of the property and the \$300,000 letter of credit was released.

Construction of Johnson Street was started however cannot be completed due to weather. Paving companies have closed for the season and paving cannot be completed until spring. The covenant that is registered in favour of the District prohibits the Approving Officer from signing the subdivision plan as construction of Johnson Street is not complete.

The developers have provided a document very similar to the one submitted at the time of rezoning. The document allows the District to accept a \$120,000 letter of credit to guarantee completion of the construction next spring. This document is attached as Schedule C. This amount is 125% of the estimated construction cost that is now confirmed with engineered construction drawings. Should Council decide to accept the letter and \$120,000 guarantee, the Approving Officer can approve the subdivision.

Council has the discretion to not enforce the terms of the covenant if they wish. The developer wishes to start construction of homes in the subdivision prior to completion of Johnson Street in the spring. It is noted that even though the covenant will remain on title, the subdivision can be approved and building permits issued if Council agrees to accept the agreement and security offered to guarantee construction of Johnson Street.

##### Cash in lieu of Parkland Calculation

Section 941 of the Local Government Act requires an owner of land being subdivided to provide land for parks, or pay an amount that equals value of such park land. This section is attached as Schedule D. The amount of park land cannot exceed 5% of the property. This provision does not apply if the subdivision creates fewer than three new lots. The amount required to be paid if land is not being provided must be either:



- a) 5% of the value of the land after it has been zoned but before any servicing has been constructed, or
- b) a value as agreed to by the owner and the local government.

In this case the 2015 property assessment sets the value at \$2,889,400. Using this value, the cash-in-lieu amount would be \$144,470. A portion of the 2015 assessment notes that a portion of the land had farm status.

The property was purchased for \$5,950,000. Using this value, the cash-in-lieu amount would be \$297,500. BC Assessment has advised that the 2016 property assessment, while not final, reflects an increase in market value based on the sale information and other criteria to a value of \$4,900,000. Using this value, the cash-in-lieu amount would be \$245,000.

There have not been many recent subdivisions in excess of three lots requiring cash-in-lieu for parkland. In the past the assessed value has been considered if the property hadn't recently changed hands.

#### FINANCIAL IMPLICATIONS:

Should Council wish to proceed with the approval of the subdivision before the work on Johnson Street is completed, the District is not assuming a financial risk as the owner will provide a \$120,000 security.

Any monies received as cash-in-lieu of parkland dedication are contributed to a statutory reserve fund for the purpose of acquiring parkland.

#### CONCLUSION:

This is a significant subdivision for Summerland. The developers wish to have their subdivision registered so they can begin selling lots. The plan cannot be approved until the park land contribution is paid and either Johnson Street construction is completed, or Council accepts the security to guarantee this construction and advises the Approving Officer. A subdivision security agreement is currently being drafted to deal with the other outstanding requirements.

The developers have provided significant amenities as agreed to at the time of rezoning that fall outside the normal subdivision requirements. These include a \$100,000 voluntary amenity contribution toward upgrading of Powell Beach Park, installation of a vegetative buffer and six foot high chain link fence on Powell Beach Park property as well as the reconstruction of Johnson Street adjacent to Trout Creek School complete with sidewalk on both sides.

The subdivision is now ready for final approval subject to the items 2 and 3 noted above. Resolution of the addressing issue is not required for final subdivision approval.

#### OPTIONS:

##### Addressing:

- Council could agree with the developer and advise staff to adjust the addressing scheme.
  - While this does not follow best practices for addressing, it is not uncommon and would not significantly compromise emergency response.
- Council could agree with the proposed addressing scheme

- This would confirm staff's proposed addressing.

Johnson Street

- Council could agree to accept the document and \$120,000 security allowing the Approving Officer to approve the subdivision
  - This option allows the subdivision plan to be registered, the lots to be sold and building permits to be issued. The covenant would remain in place but would not be enforced.
- Council could enforce the terms of the covenant and require that Johnson Street be completed prior to final subdivision approval
  - This option would prohibit the Approving Officer from signing the subdivision plan and delay registration until the road construction could be completed in the spring.
  - No lots could be sold until the road construction was completed.
  - This would incur significant holding costs for the developer.

Park Land Cash-in-lieu

- Council could determine whatever amount they believe appropriate to satisfy this requirement
  - The payment using the 2014 assessed value is \$144,470.
  - The payment using the anticipated 2016 assessed value is \$245,000
  - The payment using the purchase price is \$297,500

Respectfully Submitted



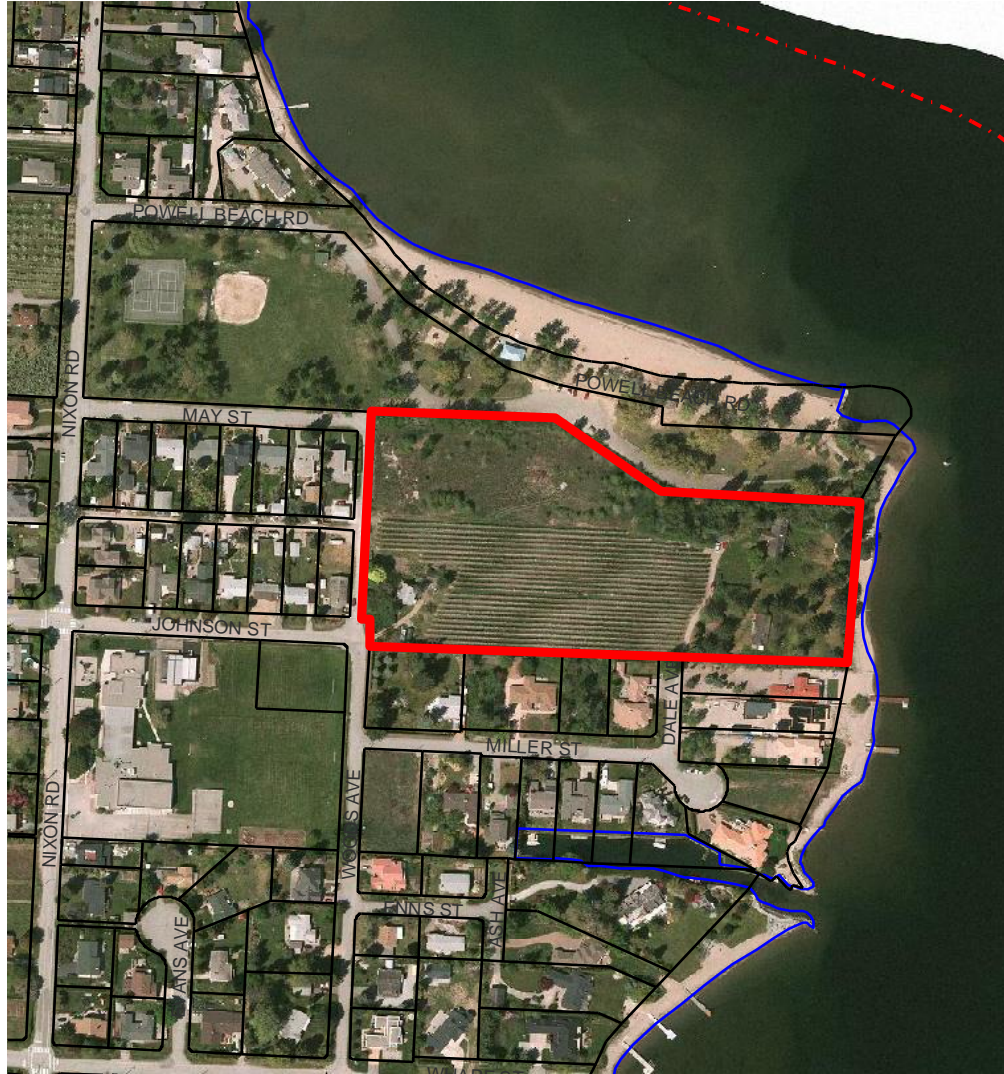
Ian McIntosh, Director of Development Services

Approved for Agenda

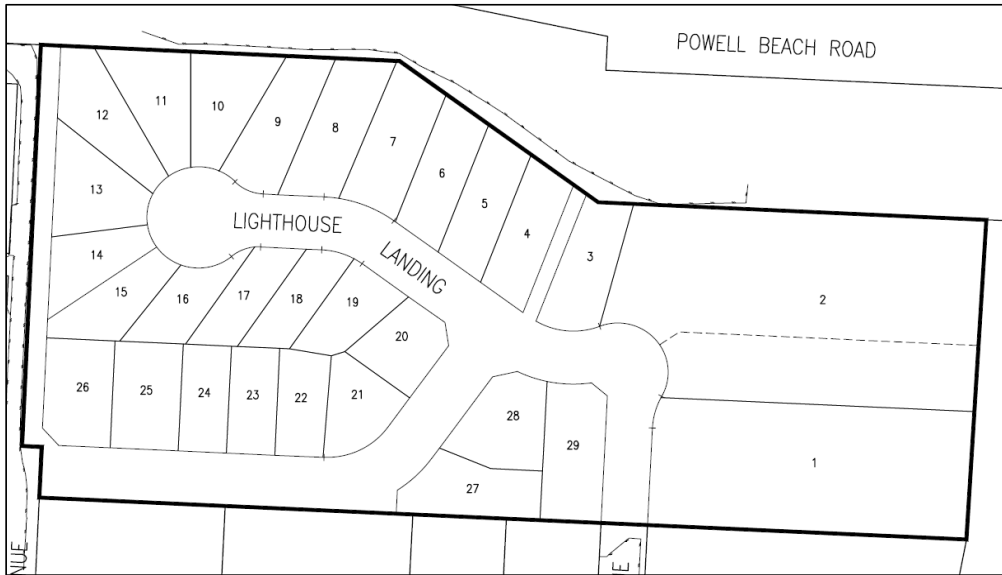
*Lorrie Coates*

Lorrie Coates, for Linda Tynan, CAO  
December 10, 2015

Schedule A – Map of subject property



Schedule B – Proposed Addressing Scheme



Slide presented at April 27<sup>th</sup> Council meeting



Proposed addressing scheme

Schedule C – Agreement to accept security to guarantee Johnson Street Construction

**WATERFRONT GROUP HOLDING CORP.**

December 3, 2015

Our File: WCE 3350

District of Summerland  
13211 Henry Avenue  
Summerland BC V0H 1Z0

Attention: Linda Tynan, Chief Administrative Officer

**Regarding: Agreement to complete off-site Improvements related to the subdivision of 6003 Dale Avenue**

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Dear Ms. Tynan,

This letter confirms that Waterfront Group Holding Corp. has undertaken to construct the following works: Upgrading of Johnson Street from Nixon Road to Woods Avenue to a full urban standard with sidewalks on both sides, at an estimated cost of \$96,000.00. This was agreed upon as a condition of approval in connection with the Council's consideration of bylaws that would amend the District's official community plan and zoning bylaw to permit the development of a residential neighbourhood on Lot 1 District Lot 488 ODYD Plan 3533 (6003 Dale Avenue).

We have today delivered to the District an unconditional, irrevocable letter of credit issued by Valley First Credit Union in the amount of \$120,000 (125% of cost). The District may draw on the letter of credit for the purposes for completing the works outlined above if the works are not completed by June 1<sup>st</sup> 2016.

Further we acknowledge that no part of this project is included in the calculations used to determine the amount of any development cost charge; that no part of this project constitutes an "excess or extended service" as defined in s. 939 of the *Local Government Act*; and that the District's generally applicable bylaws require us to provide additional works and services in connection with the development of this land.

We acknowledge that the District's acceptance of this letter of credit does not fetter the legislative discretion of the municipal council with respect to its consideration of the bylaws referred to above, or the discretion of the District's approving officer with respect to the subdivision of the land.

Please indicate the District's agreement with the arrangement set out in this letter by signing and returning a copy of the letter.

Yours truly,

Waterfront Group Holding Corp.



Jim Morrison, Director

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Peter Waterman, Mayor  
District of Summerland

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Jeremy Denegar, Corporate Officer  
District of Summerland

## Schedule D – Section 941 “Provision of Parkland” of the Local Government Act

### **Provision of park land**

- 941** (1) Subject to section 905.1 (4) (h) and (4.1), an owner of land being subdivided must, at the owner's option,
- (a) provide, without compensation, park land of an amount and in a location acceptable to the local government, or
  - (b) pay to the municipality or regional district an amount that equals the market value of the land that may be required for park land purposes under this section determined under subsection (6).
- (2) Despite subsection (1), if an official community plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land under subsection (1) (a) or money under subsection (1) (b).
- (3) Despite subsections (1) and (2), if a regional district does not provide a community parks service, the option under subsection (1) (b) does not apply and the owner must provide land in accordance with subsection (1) (a).
- (4) The amount of land that may be required under subsection (1) (a) or used for establishing the amount that may be paid under subsection (1) (b) must not exceed 5% of the land being proposed for subdivision.
- (5) Subsection (1) does not apply to
- (a) a subdivision by which fewer than 3 additional lots would be created, except as provided in subsection (5.1),
  - (b) a subdivision by which the smallest lot being created is larger than 2 hectares, or
  - (c) a consolidation of existing parcels.
- (5.1) Subsection (1) does apply to a subdivision by which fewer than 3 additional lots would be created if the parcel proposed to be subdivided was itself created by subdivision within the past 5 years.
- (6) If an owner is to pay money under subsection (1) (b), the value of the land is whichever of the following is applicable:
- (a) the average market value of all the land in the proposed subdivision calculated as that value would be on either
    - (i) the date of preliminary approval of the subdivision, or
    - (ii) if no preliminary approval is given, a date within 90 days before the final approval of the subdivision,
  - as though
    - (iii) the land is zoned to permit the proposed use, and
    - (iv) any works and services necessary to the subdivision have not been installed;
  - (b) if the local government and the owner agree on a value for the land, the value on which they have agreed.
- (7) If an owner and a local government do not agree on the market value for the purpose of subsection (6), it must be determined in the manner prescribed in the regulations that the minister may make for the purpose.
- (8) If an area of land has been used to calculate the amount of land or money provided or paid under this section, that area must not be taken into account for a subsequent entitlement under subsection (1) in respect of any future subdivision of the land.
- (9) Subject to subsection (11), land or payment referred to in subsection (1) must be provided or paid to a municipality or regional district before final approval is given, or the owner and the local government may enter into an agreement that the land or payment be provided or paid by a date, specified in the agreement, after final approval has been given.
- (10) Notice of an agreement under subsection (9) must be filed with the registrar of land titles in the same manner as a notice of a permit may be filed and section 927 applies.



(11) Despite subsection (9), the minister may, by regulation,

(a) authorize the payment that may be required by this section to be made by instalments, and

(b) prescribe the conditions under which instalments may be paid.

(12) If an owner pays money for park land under this section, the municipality or regional district must deposit this in a reserve fund established for the purpose of acquiring park lands.

(13) If land is provided for park land under this section, the land must be shown as park on the plan of subdivision.

(14) Section 107 of the *Land Title Act* applies to park land referred to in subsection (13), except that

(a) in the case of land within a municipality, title vests in the municipality, and

(b) in the case of land outside a municipality, title vests in the regional district if it provides a community parks service.

(15) Any reserve fund established by a regional district under the *Park (Regional) Act* must be continued on the repeal of that Act as a reserve fund under this Act held for the purpose of acquiring regional parks or regional trails.

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THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Ian McIntosh, Director of Development Services  
SUBJECT: Review of the Regional Growth Strategy

---

**STAFF RECOMMENDATION:**

That Council pass the following resolution:

*THAT the "South Okanagan Regional Growth Strategy Preliminary Review" document be received for information.*

**PURPOSE:**

To advise council that five years has passed since the Regional Growth Strategy (RGS) was adopted and a review is required by section 869(2) of the Local Government Act.

**BACKGROUND:**

The Regional Growth Strategy (RGS) is a document intended to provide direction to member municipalities with respect to long term growth and development in the South Okanagan Valley. An RGS, as noted in the Local Government Act, is intended to "...promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources."

While an RGS is not compulsory, the RDOS board passed a resolution in 2004 to prepare an RGS beginning the process as set out in the Local Government Act.

Drafting the current plan took approximately six years with much consultation with member municipalities and rural areas. The RGS was adopted in 2010 and is attached as Schedule B.

The major thrust in the RGS is sustainability and includes policies dealing with:

- Economic Diversification
- Health of Ecosystems
- Inclusive and Accountable Governance
- Direct Human Settlement
- Efficient Use of Infrastructure

Policies that reflect on how communities in the region will grow include:

- Respect for the ALR boundary and protection of farmland
- Protection for biodiversity and sensitive ecosystems
- Directing development to existing urban areas through higher densities and reduced parking requirements

- Establishment of urban growth boundaries
- Water conservation and recycling

Section 869(2) of the LGA states the following:

869 (2) At least once every 5 years, a regional district that has adopted a regional growth strategy must consider whether the regional growth strategy must be reviewed for possible amendment.

(3) For the purposes of subsection (2), the regional district must provide an opportunity for input on the need for review from the persons, organizations and authorities referred to in section 855 (2).

DISCUSSION:

The RDOS has commissioned a consultant to assess the Regional Growth Strategy with input from the intergovernmental advisory committee to determine whether amendment is required. The consultant's report is attached as Schedule A.

The intergovernmental advisory committee is comprised of the *"planning director or another official appointed by the applicable council of each member municipality"* and is a requirement of the LGA once a regional growth strategy has been initiated.

Amendment of an RGS is essentially the same process that is required to adopt an RGS and is quite extensive. The process is prescribed in detail in Division 2 of the LGA.

There are provisions to undertake a "minor" amendment that is much less intensive. What constitutes a minor amendment is not defined however requires an affirmative vote of all board members attending the meeting.

In this case the consultant has reviewed the document and identified a number of policy statements that are either confusing, redundant or are not consistent with the goals in the section. These recommendations are included in the attachment.

The revisions proposed are deemed to be minor as they do not change policy in any of the goal areas. The revisions are intended to improve clarity, remove redundancy or relocate policies to the correct goal area.

This document will be coming to the RDOS board for discussion on December 17 so is being presented to member municipalities for comment prior to the meeting.

FINANCIAL IMPLICATIONS:

There are no financial implications.

CONCLUSION:

The RGS is a valuable document created after a 6 year process and includes Oliver, Osoyoos, Penticton, Summerland and electoral areas A, C, D, E, and F. It is five years since the document was adopted and is up for review.

A consultant has reviewed the document with input from the intergovernmental advisory committee and is recommending some minor clarification amendments. These revisions are supported by the advisory committee.

If council wishes to pursue more substantive amendments in the future, it would require the RDOS to undertake the "Requirements to Adopt a Regional Growth Strategy" as described in section 852 of the LGA.

Respectfully Submitted



Ian McIntosh, Director of Development Services

**Approved for Agenda**

*Lorrie Coates*

**Lorrie Coates, for Linda Tynan, CAO  
December 10, 2015**

# South Okanagan Regional Growth Strategy Preliminary Review



## FINAL REPORT

November 20<sup>th</sup> 2015



PREPARED FOR:  
Planning Services  
Regional District of Okanagan-Similkameen  
101 Martin Street  
Penticton, BC V2A 5J9

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*Cover photos, clockwise from top left: RDOS; Summerland blossoms, cc-by-nd, Jeremy Hiebert; Tuc-el Nuit Lake in Oliver, cc-by-nc, Marco Derksen; Penticton, cc-by, Jeff Turner; Fairview Mountain in Oliver, cc-by, Chris Breikss; Abandoned Barn in Osoyoos, cc-by-nc, Keith Ewing; Summerland, cc-by-nc-nd, Province of British Columbia; Tinhorn Creek Winery, cc-by-nc-nd, Richard Vignola.*



## EXECUTIVE SUMMARY

The South Okanagan Regional Growth Strategy (RGS) was adopted in April 2010. The RGS applies to the southern portion of the Okanagan Valley and includes the municipalities of Osoyoos, Oliver, Penticton and Summerland, and RDOS Electoral Areas “A”, “C”, “D”, “E”, and “F”.

The *Local Government Act* requires local governments to review their regional growth strategies for possible amendment at least once every five years. As 2015 marks five years since the RGS was adopted, the RDOS conducted a review of the RGS policies and RGS indicator data (from ‘Regional Snapshot’ reports the RDOS produces annually) to determine whether a “minor” or “major” update of the RGS was required.

A consultant team led by Vancouver-based EcoPlan International and supported by the Arlington Group was engaged to conduct the preliminary review with senior planning staff from RDOS, the City of Penticton, the District of Summerland, and the Town of Osoyoos, who functioned as a project Steering Committee for the project.

Following preliminary outreach with the Steering Committee to determine their use of the RGS and potential areas of revision, the consultant team:

- Carried out an assessment of the RGS indicator data tracked by RDOS and updated the population projections developed for the RGS based on more recent census data;
- Reviewed RGS implementation, including the number of RDOS-led plans and strategies identified in the RGS that had been completed, partially completed or underway;
- Carried out a line-by-line review of the strategy’s seven policy sections and 145 associated sub-policies for clarity, consistency with related RGS goal areas, and redundancy; and,
- Evaluated RGS organization, structure, and layout for usability, readability and document navigation.

Based on the review, it was determined that there were significant opportunities to reorganize and improve the organization and structure of the South Okanagan Regional Growth Strategy and to revise and edit RGS policies to improve clarity and reduce redundancy. Collectively, the revisions and restructuring would greatly improve readability and result in a more functional and effective regional growth strategy.

The results of the review and assessment and associated recommendations were presented to the Steering Committee at a meeting in Penticton on October 16th, 2015. Collectively, the findings and suggestions were accepted and confirmed by the Steering Committee who recommended they be brought forward to the RDOS Board for their consideration with the understanding that the revisions would be accommodated through a “minor amendment” revision process, as outlined in the *Local Government Act*. That is, the suggested changes would not involve changing policy directions or adding new policies to the RGS. A minor amendment was already made to the RGS to include Greenhouse Gas emission goals in 2011.

The time requirements and cost of the recommended proposed RGS update would be limited and involve the Steering Committee at key points. It is anticipated that the RGS could be updated and renewed by late spring or early summer 2016. While an updated Draft RGS would likely be completed in the first quarter of 2016, the additional time would permit for review, education and presentations with local governments and the RDOS Board. It would also permit internal co-ordination of referrals to, and comments from, local and regional stakeholders. RDOS staff could coordinate the review, likely with support from a consultant team. The consulting cost would vary depending on the number of review meetings and presentations, but is estimated at between \$35,000 and \$45,000. Working with the consultant review team, the Steering Committee would provide updates to their government's senior staff and councils through the update process.

The work would include updating and revising the RDOS-produced 'Regional Snapshot' documents that the regional district has released each year using 10 key indicators. The RDOS acknowledged that data for some of these indicators has had to be adjusted due to availability or changing sources. The Regional Snapshot indicators could be simplified and reorganized to help "tell the story" of the RGS and make staff data collection easier. The indicators could also be reorganized to better illustrate any trends against the 2011 baseline.

Should the RDOS Board wish to go beyond a minor amendment, the recommended process would not be wasted, as it would represent the first step in a more comprehensive major review process. It should be noted that any major amendment of the RDOS would be much more time consuming and include a much more significant community engagement process, as directed by the *Local Government Act*.



*Giant's head, Summerland, cc-by-sa, Kyle Pearce, flickr.com*

## INTRODUCTION

In 1995, BC adopted the *Growth Strategies Amendment Act* to provide regional districts and their member municipalities an opportunity to “macro-plan” and co-operatively manage regional growth. The *Local Government Act* requires local governments to review their regional growth strategies for possible amendment at least once every five years.

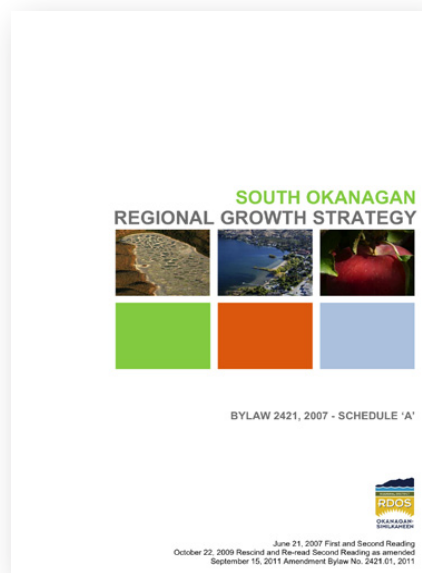
The South Okanagan Regional Growth Strategy (RGS) was adopted in April 2010 with a minor amendment made in 2011 to include Greenhouse Gas emission goals to be consistent with new provincial climate change policy. The RGS applies to the southern portion of the Okanagan Valley and includes the municipalities of Osoyoos, Oliver, Penticton and Summerland, and RDOS Electoral Areas “A”, “C”, “D”, “E”, and “F”.

The process to complete the current RGS was initiated in 2004 and was a relatively protracted, involving several rounds of revisions and modification. Regional Context Statement for RDOS member governments were developed and adopted beginning with the Town of Osoyoos in July 2011, the Town of Oliver in October 2011, and both the City of Penticton and the District of Summerland in July 2012.

2015 marks five years since the RGS was first adopted. As mandated by the *Local Government Act*, the RDOS initiated a review of the RGS policies and RGS indicator data (from ‘Regional Snapshot’ reports the RDOS produces annually) in the summer of 2015. The regional district put out an RFP for the process that was won by a consultant team led by Vancouver-based EcoPlan International and supported by the Arlington Group (both of whom have worked with the RDOS and on several RGS evaluation and review processes).

This report provides the consultant team’s assessment of the RGS and their recommendations for revising it.

FIGURE 1: South Okanagan RGS, 2010



## PLANNING CONTEXT AND DATA REVIEW

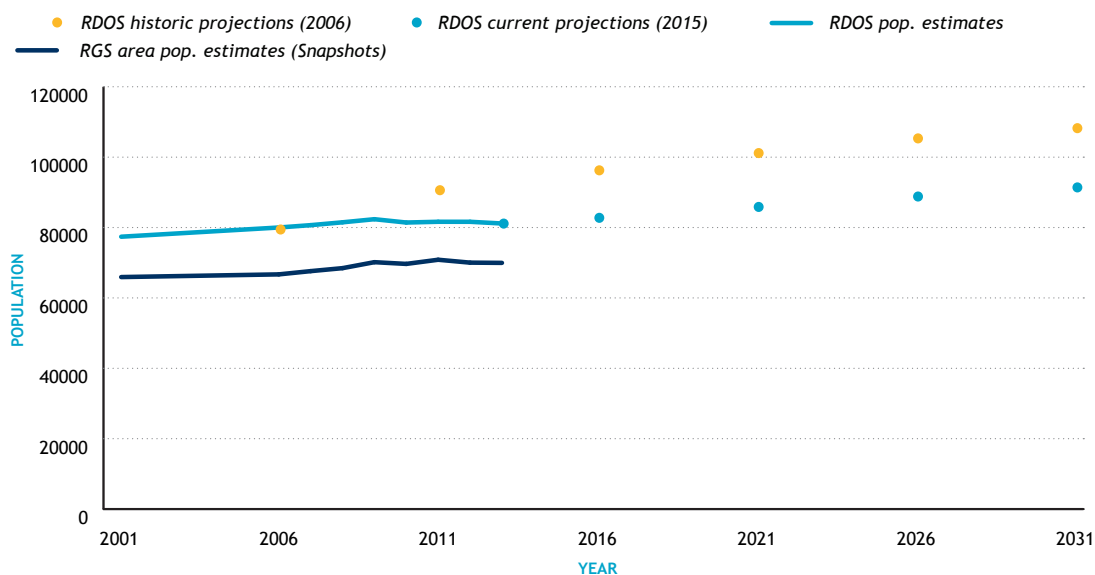
The first step in the RGS review process involved updating population projections used for the original RGS to highlight any related implications due to population, demographic, and socio-economic context.

### Population and Demographics

Population growth in the RDOS since 2006 has been much lower than was originally projected when the RGS was developed. The projected growth at the time of the RGS development (for the RDOS as a whole) was based on an expected annual increase of 1.5%, which would result in an additional 29,000 residents by 2031.

The two solid lines in Figure 2 show how the South Okanagan’s growth tracked consistently with the RDOS as a whole (Electoral Areas “B”, “G”, “H” and the Town of Princeton are not in the RGS area) from 1996 to 2013<sup>1</sup>, though at a slightly higher annual rate – 0.75% versus 0.54%. Both areas saw population decline by the end of the period, the RDOS peaking in 2009 (at 82,368) and the South Okanagan peaking in 2011 (with 70,847, preceded by a slight dip in 2010).

**FIGURE 2: RDOS and RGS population growth actual and projected**



However, it is clear that by 2011, predictions had already outpaced actual growth by approximately 9,000 people (90,640 compared to 81,639). The current projections by BC Stats resume assumptions for more robust growth from 2016 to 2031, with an annual rate of 0.84%.

<sup>1</sup> Population projections from BC Stats P.E.O.P.L.E. are only available at certain scales; the RDOS is used for comparison with the RGS study area.

**FIGURE 3: RDOS population by age cohort, 2006 and 2011**

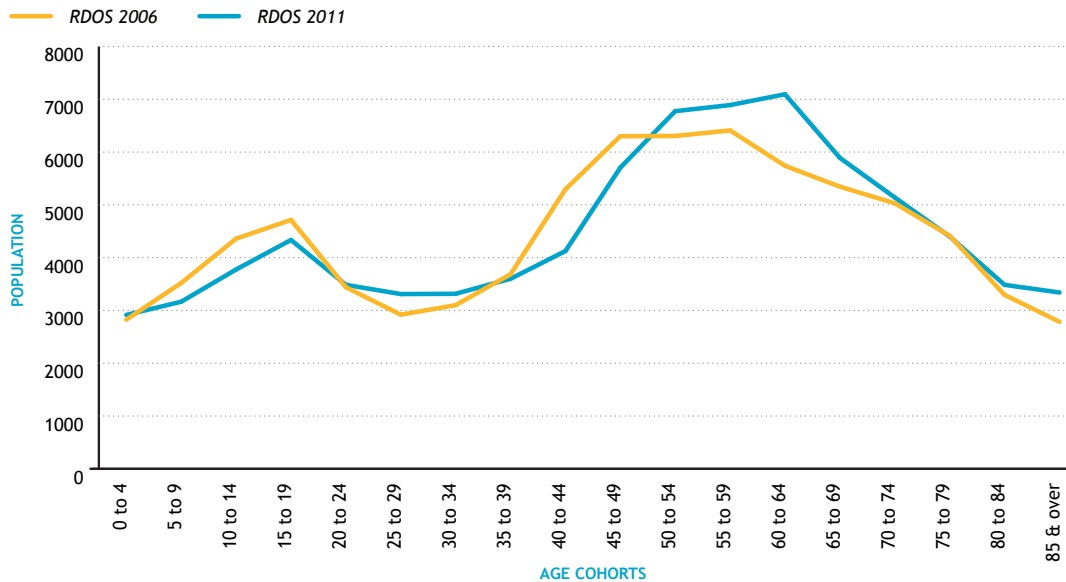


Figure 3 shows an aging population in the RDOS, as expected. Of note, it is not a static curve, getting five years older. For example, the age group aged 55 to 59 in 2006 increased by almost 10% in 2011 (685 more people). The increase is due to net in-migration in that age group less out-migration, and a downward adjustment to account for deaths.

**FIGURE 4: RDOS population change by age cohort, 2006 to 2011**

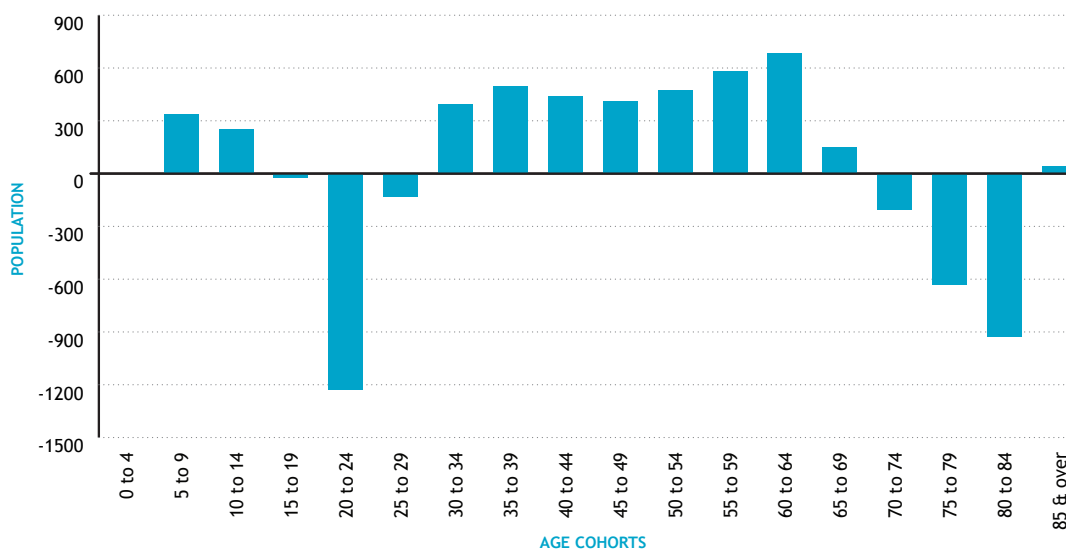
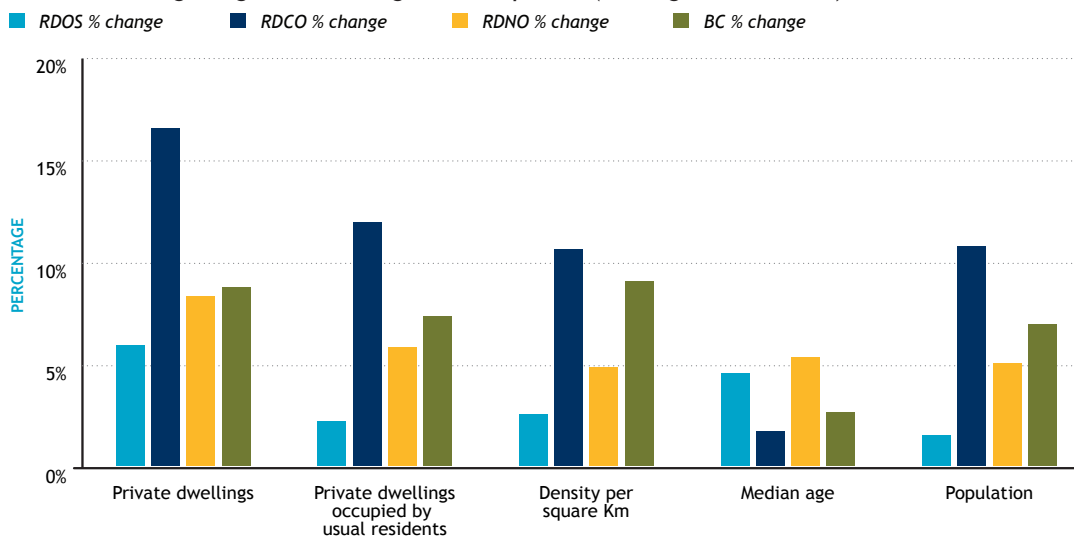


Figure 4 illustrates the age cohort change from the 2006 to 2011 Census years (i.e., the net migration and death rate change for each age cohort discussed above). It suggests that a lot of individuals in the 20 to 24 age cohort are leaving the region (perhaps to attend school) and a surprising number of young families are arriving (from 30 and up). There is also a significant drop in the higher age ranges, particularly those aged 75 to 84, which is steeper than in other regional districts in the Okanagan (see Figures 6 and 7 below). While further study is needed to determine how much is due to mortality and how much is due to out-migration, the project Steering Committee suggested, based on anecdotal evidence, that in older age cohorts, individuals may be leaving the region to live closer to (or with) family after the death of a spouse. The availability of supportive housing may also be a factor.

### Regional Comparisons

The next set of figures provides a comparison of planning and demographic data between the three Okanagan regional districts -- RDOS Regional District of Central Okanagan (RDCO), and the Regional District of North Okanagan (RDNO). Generally, the RDOS is growing much more slowly, and at a lower intensity of development, than the other regions or the provincial average.

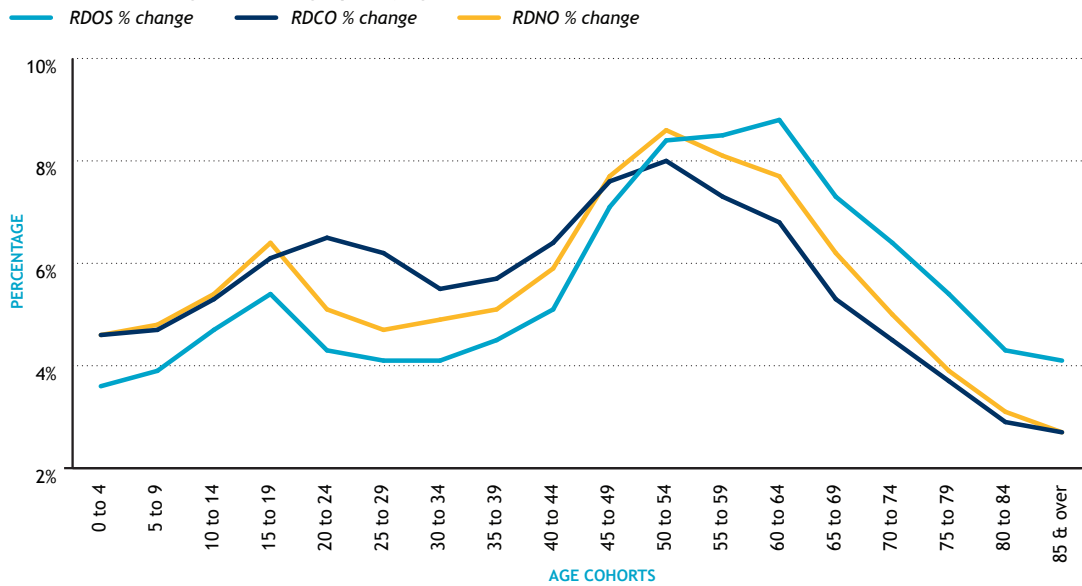
**FIGURE 5: Okanagan regional districts general comparison (% change: 2006 - 2011)**



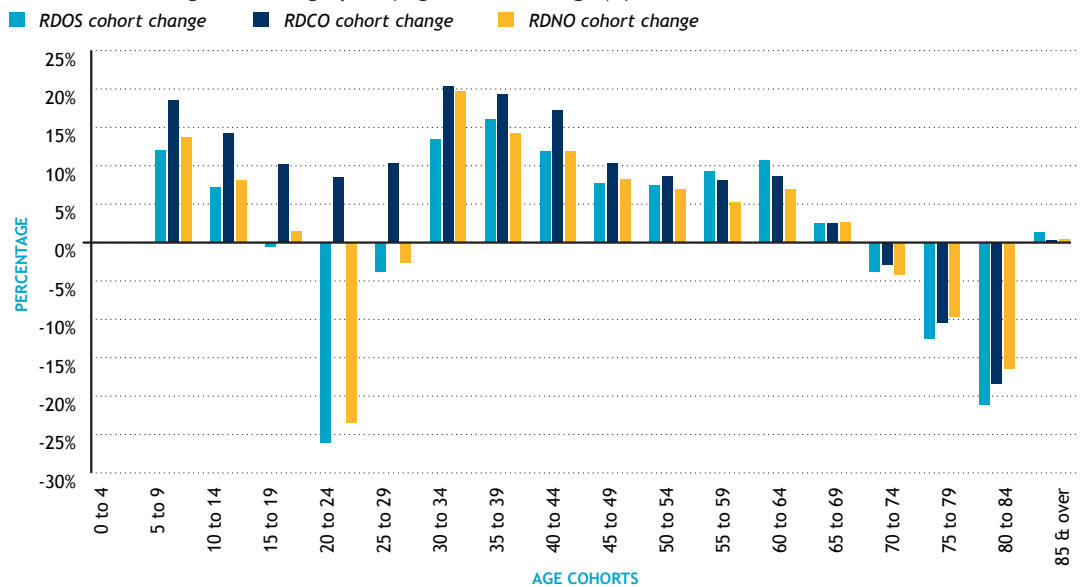
While the RDOS population has a generally older composition (as shown by the larger proportion of older age cohorts in Figure 6), the change in Median age (Figure 5) and change in specific cohorts (Figure 7), shows the RDOS has not been aging as quickly as the RDCO.



**FIGURE 6: Inter-regional demographics, age cohorts**



**FIGURE 7: Inter-regional demographics, age cohorts change (%)**

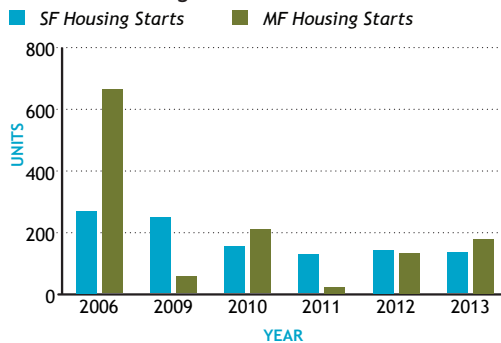


## RGS “Snapshot” Data

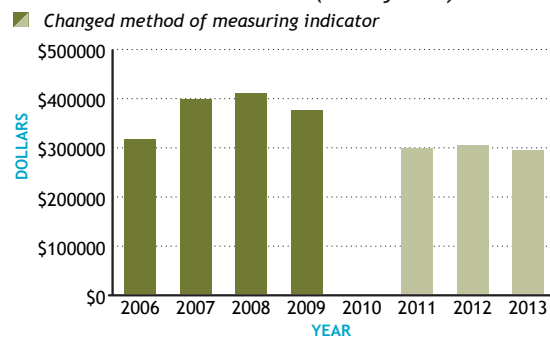
As part of ongoing RGS monitoring, a 2008 Baseline Study identified potential “performance indicators” for the growth strategy. The list of almost 50 indicators was narrowed down to 10 core indicators that the RDOS tracked and use to produce Annual Snapshot Reports beginning in 2009. Due to changes with the Census and changes to data tracking procedures with some regional data (e.g., crime, water use) several adjustments were made to how data was collected in 2011, but not to the baseline indicators themselves.

The next set of figures provides an overview of Snapshot Report data.

**FIGURE 8: Housing starts**

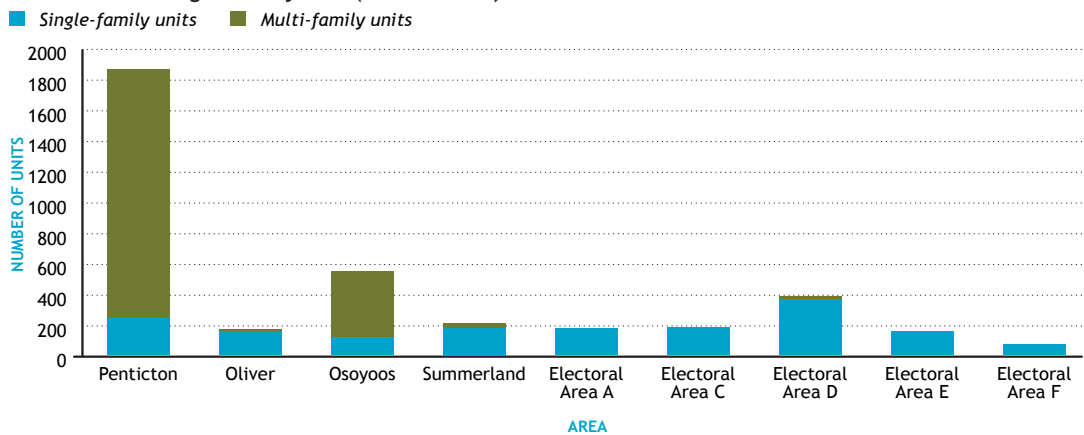


**FIGURE 9: Median House Price (CPI adjusted)**



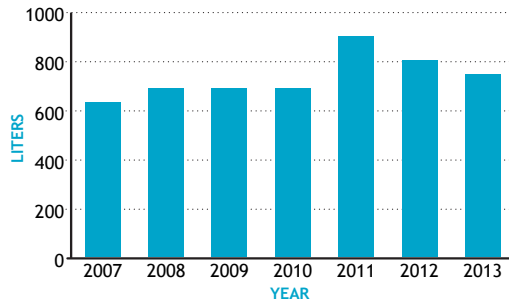
The different coloured bars in Figure 9 indicate a changed method of measuring an indicator. 2010 house price information was missing, although the 2010 Snapshot reported that “the overall average house price remained fairly steady between 2009 and 2010, with only a difference of \$1,984.”

**FIGURE 10: Housing starts by area (2006 to 2013)**

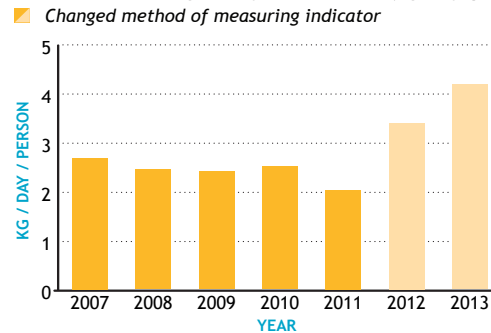


While not included in the Snapshot documents, Figure 10 illustrates the housing starts by area from 2006 to 2013 broken out by single family units and multi-family units. Multi-family includes the total number of individual housing units in the development

**FIGURE 11: Per capita water consumption (litres)**

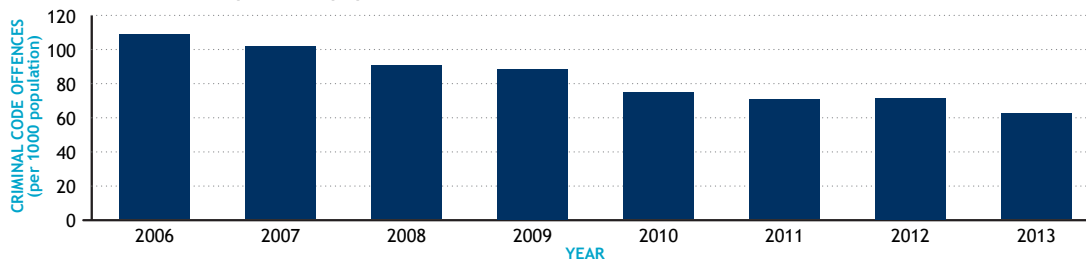


**FIGURE 12: Average daily solid waste (kg/day/person)**



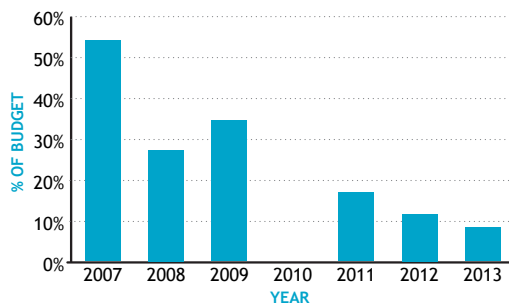
The different coloured bars in Figure 12 indicate a changed method of measuring an indicator. The water consumption figures include agricultural consumption. Solid waste figures began including recyclables in 2012.

**FIGURE 13: Crime rate per 1000 population**

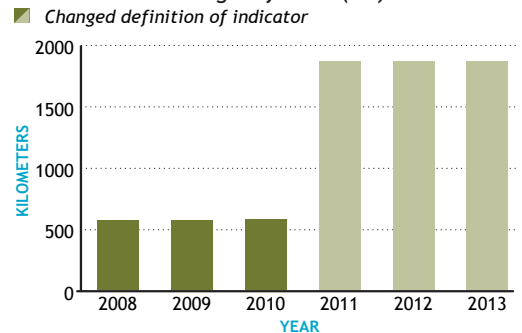


As illustrated, the crime rate has dropped consistently over the years. The indicator looks at criminal code offences, but does not include traffic violations. Crime rates on average for the RGS area are lower than those in BC as whole, where the average is 75 per 1,000 people in 2013.

**FIGURE 14: Public funding for the arts (% of budget)**



**FIGURE 15: Total length of trails (km)**



There is no data for 2010 arts funding. The funding for the arts includes capital spending, which was significant in 2007, 2008 and 2009 and explains the significant percentages. For the length of regional trails, the 2011 Regional Trails Master Plan included an updated definition of "trails" which explains the significant increase.

Given the data tracking and reporting issues identified with several of the indicators, project consultants recommended a potential concurrent project to update, revise and simplify the Regional Snapshot indicators (and the Regional Snapshots themselves) to help “tell the story” of the RGS and make staff data collection easier. This proposed update would also help reorganize the indicators to better illustrate any trends against the 2011 baseline.

## RGS REVIEW PROCESS

The consultant team first surveyed the project Steering Committee (senior staff and planners from RDOS, the City of Penticton, the District of Summerland, and the Town of Osoyoos, and the Town of Oliver) on their use of the RGS and potential areas of revision. Following this preliminary outreach, the project consultant team:

- Carried out an assessment of the RGS indicator data tracked by RDOS and updated the population projections developed for the RGS based on more recent census data;
- Reviewed RGS implementation, including the number of RDOS-led plans and strategies identified in the RGS that had been completed, partially completed or underway;
- Carried out a line-by-line review of the strategy’s seven policy sections and 145 associated sub-policies for clarity, consistency with related RGS goal areas, and redundancy; and,
- Evaluated RGS organization, structure, and layout for usability, readability and document navigation.



*Trail into Osoyoos, cc-by-nc-nd, Tjflex2, flickr.com*

## PRELIMINARY REVIEW FINDINGS

The following section provides details on the RGS review tasks:

- RGS use and feedback – Steering Committee
- RGS growth context – from Snapshot indicator review
- RGS implementation – RDOS-led strategies and plans completed and in progress
- RGS review – organization, structure, layout
- RGS review – policy clarity, consistency, redundancy

### RGS use and feedback - Steering Committee

At project outset, the consultant team first carried out a short email questionnaire for a project Steering Committee that was assembled for the project where they asked:

- *How have they used the RGS in their day-to-day planning and review work?*
- *How useful has it been?*
- *What sections have they referred to most frequently? Why?*
- *Are there any issues with the policy sections used most frequently? What?*
- *Have the Annual Regional Snapshots been helpful/useful? How?*
- *Are the measures/indicators used effective? Do they “tell the story” of the policy area?*

Steering Committee members were also asked about their expectations for the project and asked what a successful RGS review project result would in. Steering Committee members included:

**FIGURE 16: Steering Committee members**

MEMBER	MUNICIPALITY
Alain Cunningham	Town of Osoyoos
Heidi Frank	Town of Oliver
Blake Laven	City of Penticton
Jules Hall	City of Penticton
Audrey Tanguay	City of Penticton
Ian McIntosh	District of Summerland
Alex Kondor	District of Summerland
Donna Butler	Regional District of Okanagan Similkameen
Evelyn Riechert	Regional District of Okanagan Similkameen
Chris Garrish	Regional District of Okanagan Similkameen

Based on Steering Committee feedback, the following key themes emerged:

- The RGS is most widely used by RDOS staff, generally when assessing proposed rezoning applications or assessing other projects. Policies in the RGS also inform staff recommendations to the Board, and inform long-range planning work, including updating RDOS Official Community Plans (OCPs) for Electoral Areas.
- Municipal use of the RGS is most common during OCP updates.
- As the core land use chapter, Human Settlements is the most commonly used and referenced in the RGS
- Snapshot Reports have limited uptake or use, but could be simplified for use with a wider audience, including the general public and politicians.

### RGS Growth context - from Snapshot indicator review

Based on a review of demographic and population data (see Section 4), it is evident that the original RGS population projections were significantly overestimated. While the overestimation does not impact the RGS, it does require correction in an updated RGS.

While there are some regional differences, with some areas growing more quickly than others, overall RGS area growth rates are not high when compared to other areas in the greater Okanagan region or provincially. Figure 18 illustrates 10-year growth rates in the RDOS. Some of the Electoral Areas included in the Electoral Areas row are outside of the RGS area (Electoral Areas “B”, “G” and “H”). The Town of Princeton is also not in the RGS area.

A key issue not addressed in the RGS is the aging population, which is potentially a more significant issue in RGS area than in other places given the area’s dispersed rural population, and relatively limited services, particularly in designated Rural Growth Areas.

FIGURE 17: RGS Regional Snapshot



FIGURE 18: 10-year growth rates - RDOS and member municipalities

MUNICIPALITY	GROWTH RATE
RDOS	5.2%
Oliver	12.7%
Osoyoos	11.1%
Penticton	6.1%
Summerland	5.4%
Electoral Areas	0.6%



## RGS implementation - RDOS-led strategies and plans completed and in progress

With support from RDOS staff, the consultant team also reviewed RGS implementation, including the number of RDOS-led plans and strategies identified in the RGS that had been completed, partially completed or underway. While there was some debate at the Steering Committee meeting over project details and status, it is clear that the majority of RDOS-led plans and strategies identified in the RGS were complete or substantially complete. Approximately seven of 15 identified strategies and plan were identified as substantially completed, while a further four were identified as partially complete/ongoing. It should be noted that there is considerable room for interpretation in determining whether a strategy or plan had been completed (e.g. some plans are ongoing and the degree of implementation may vary by local government).

Some of the most significant projects stemming from the South Okanagan RGS that are (mostly) complete and/or ongoing include:

- South Okanagan Biodiversity Strategy — Keeping Nature in Our Future (*complete*)
- RDOS - Penticton Indian Band — Osoyoos Indian Band - Lower Similkameen Indian Band Protocol Agreement (*signed*)
- South Okanagan Future Transit — BC Transit (*complete*)
- RDOS Corporate Climate Action Plan (*complete*)
- Electoral Area “A” and Electoral Area “C” Agricultural Plans (*complete*)
- Water Metering Implementation Strategy (*ongoing*)
- South Okanagan Conservation Fund (*ongoing*)

## RGS review - policy clarity, consistency, redundancy

The project consultants carried out a line-by-line review of the strategy’s seven policy sections and 145 associated sub-policies for clarity, consistency with related RGS goal areas, and redundancy. Individual policies were scored using a High, Medium, Low scoring based on the following standards.

**FIGURE 19: RGS sub-policy scoring review criteria**

CONSISTENCY - IS THE SUB-POLICY CONSISTENT WITH THE GOAL AREA AND POLICY?	
H	<i>Sub-policy is consistent with Policy/Goal</i>
M	<i>Sub-policy is marginally consistent with Policy/Goal, but there is some lack of consistency</i>
L	<i>Sub-policy is not consistent with Policy/Goal, or it is unclear</i>
CLARITY - IS THE SUB-POLICY CLEAR AND UNDERSTANDABLE?	
H	<i>Sub-policy is unambiguous and easily understandable</i>
M	<i>Sub-policy has a definite intent but difficult to understand</i>
L	<i>Sub-policy is unclear/confusing</i>
REDUNDANT/REPETITIVE - IS THE SUB-POLICY INTERNALLY OR EXTERNALLY REPETITIVE OR REDUNDANT?	
H	<i>Sub-policy is not repetitive (i.e., of other sub-policies in the section or the RGS as a whole)</i>
M	<i>Sub-policy is somewhat repetitive (i.e., of sub-policies in other RGS sections)</i>
L	<i>Sub-policy is clearly repetitive of other sub-policies in the section and the RGS as a whole</i>

The sub-policies were also reviewed to see if they contained multiple policies and could be broken into two or more separate sub-policies to improve clarity.

Based on the review, one of the following actions was recommended for each of the 145 sub-policies:

- **Keep:** maintain the sub-policy as is with no editing required
- **Revise:** edit and revise the sub-policy and/or move it to a different, more relevant chapter
- **Delete:** remove the sub-policy because it is covered elsewhere (i.e., redundant) or is not clear enough to take action on

Based on this review, Figure 20 illustrates the number of sub-policies requiring revision, deletion, or to be kept.

**FIGURE 20: RGS sub-policy review overview**

POLICY AREA	# SUB-POLICIES	KEEP	REVISE	DELETE
Human Settlements	33	9 (27%)	17 (52%)	7 (21%)
Environment	28	6 (21%)	16 (57%)	6 (21%)
Social	25	3 (12%)	16 (64%)	6 (24%)
Infrastructure	24	3 (13%)	16 (67%)	5 (21%)
Economy	23	3 (13%)	13 (57%)	7 (30%)
Governance	10	1 (10%)	7 (70%)	2 (20%)
<b>TOTALS</b>	<b>143</b>	<b>25 (17%)</b>	<b>85 (59%)</b>	<b>33 (23%)</b>

A full policy review table is provided in the Appendix.

The overall findings were presented to the Steering Committee, with example of sub-policies provided to illustrate the keep, revise and delete actions. The Steering Committee agreed with the findings. Those members who were working in the region during its development indicated that some of the existing issues with RGS internal inconsistencies (i.e., redundancies and lack of clarity) could probably be traced back to its development, which involved several project coordinators over the strategy’s seven-year development. These Steering Committee members further noted that a separate team developed each chapter with little to no coordination with other teams, which also led to some redundancy between sections.

### RGS review - organization, structure, layout

The project consultants also carried out a review of RGS organization, structure, and layout. From this analysis it was determined that there are significant opportunities to:

- Restructure to improve readability and navigation;
- Improve/edit/revise text (narrative and policies); and
- Improve graphics and layout, including maps and process graphics/illustrations

In addition to editorial and organizational updates, the RGS would be better laid out to improve document navigation, while simple process graphics would be developed to illustrate key points and concepts.

The consultants also noted that the two of the goal chapters could be combined with other chapters to reduce redundancy and improve overall structure (i.e., Infrastructure could be covered under Human Settlements, and Energy Emissions could be covered under Environment).



*Photo by Thomas Born Shutterbug Studios*

## PRELIMINARY RGS UPDATE RECOMMENDATIONS

The consultant team’s review of the RGS was presented to the Steering Committee at a meeting in Penticton on October 16th, 2015. Recognizing both the importance of the RGS to the region and the relatively limited resources (financial and human) the RDOS would likely be able to commit to an update process, the consultant team made the recommendation to pursue a “minor amendment” revision process, as outlined in the *Local Government Act*. That is, the suggested changes would not involve changing policy directions or adding new policies to the RGS. A minor amendment was already made to the RGS to include Greenhouse Gas emission goals in 2011.

With precedents set in other regional districts for such an approach, the consultant team recommended the following actions based on their review of the RGS:

- **Reorganize, restructure and refine overall document**
  - Clarify and improve overall organization and structure
    - Simplify chapter, goals and sub-policy structure
      - Goals – chapter, broad goals
      - Objectives – supporting core objectives to meet each goal
      - Supporting Policies – organized under each of the objectives
    - Consider a hierarchy of goals based on current use of RGS and feedback from the Steering Committee (i.e., Human Settlements would likely become the first policy chapter)
  - Improve document navigation and readability
    - Refresh and simplify layout
    - Provide internal wayfinding / document navigation system
    - Provide process graphics and infographics to illustrate key points and issues (e.g., policy hierarchy)
    - Improve mapping
- **Revise and reorganize sub-policies**
  - Simplify and clarify policy language
  - Minimize multiple objective/multiple action policies (i.e., one action per policy)
  - Minimize redundancy
    - Combine key policy areas (e.g., Human Settlements and Infrastructure and/or Environment and Energy Emissions)
- **Improve Monitoring and Evaluation (section and process)**
  - Revise, update and simplify RGS Performance Indicators (i.e., the 10 Key Indicators) and associated data collection
  - Improve Regional Snapshot structure and layout to help better “tell the story” of the RGS and broaden audience for Snapshots (i.e., general public, stakeholders, elected representatives)
  - Better illustrate any trends against the 2011 baseline

Collectively, the suggestions were accepted and confirmed by the Steering Committee who recommended they be brought forward to the RDOS Board for their consideration with the understanding that the revisions would be accommodated through a “minor amendment” revision process, as outlined in the *Local Government Act*. That is, the suggested changes would not involve changing policy directions or adding new policies to the RGS. A minor amendment was already made to the RGS to include Greenhouse Gas emission goals in 2011.

The time requirements and cost of the recommended proposed RGS update would be limited and involve the Steering Committee at key points. It is anticipated that the RGS could be updated and renewed by late spring or early summer 2016. While an updated Draft RGS would likely be completed in the first quarter of 2016, the additional time would permit for review, education and presentations with local governments and the RDOS Board. It would also permit internal co-ordination of referrals to, and comments from, local and regional stakeholders. RDOS staff could coordinate the review, likely with support from a consultant team. The consulting cost would vary depending on the number of review meetings and presentations and scope of the RGS Snapshot update component, but is estimated at between \$35,000 and \$45,000. Working with the consultant review team, the Steering Committee would provide updates to their government’s senior staff and councils through the update process.

Should the RDOS Board wish to go beyond a minor amendment, the recommended process would not be wasted, as it would represent the first step in a more comprehensive major review process. It should be noted that any major amendment of the RDOS would be much more time consuming and include a much more significant community engagement process, as directed by the *Local Government Act*.

# APPENDIX - POLICY REVIEW

## 1. Promote sustainable ECONOMIC DIVERSIFICATION

Promote the creation of economic opportunities that foster diversification in a sustainable manner for a resilient and prosperous south Okanagan.

Policy #	Policy	Consistent with Goal and Policy?	Clarity?	Redundant Repetitive	Multiple Policies Can be split into 2 or more sub-policies?	ACTION KEEP, REVISE, DELETE	General Notes
		H-M-L	H-M-L	H-M-L			
<b>EC1</b>	<b>Coordinate and partner for regional economic diversification</b>					<b>REVISE</b>	Facilitate regional economic diversification
EC1.1	Meet with economic development partners to develop a regional approach to economic diversification and work with the RDOS Board toward a coordinated and collaborative environment for business.	H	M	L	Y	<b>REVISE</b>	Partnership based approach to economic diversification AND business enabling environment. Not necessarily the same thing. <b>Sub-policy 1:</b> Work with economic development partners, including the RDOS Board, to develop a coordinated and collaborative regional business enabling environment <b>Sub-policy 2:</b> Work with economic development partners, including the RDOS Board, to develop a diversified regional economy.
EC1.2	Support the development of an inter-regional Economic Development Strategy with a focus on business attraction and retention, networking for small business and entrepreneurial support to balance economic interests with ecosystems and social sustainability.	H	L	L	N	<b>REVISE</b>	Objective could be simplified to: Support the development of Regional Economic Development Strategy. What that strategy does should not be stated, or does need to be stated in objective.
EC1.3	Work with Aboriginal leaders to develop partnerships for regional economic diversification.	H	H	L	N	<b>REVISE</b>	Preference may be Indigenous leaders, or Sylix / Okanagan. Also, if this is identified in Protocol Agreement it should be noted here.
EC1.4	Monitor the effectiveness of RGS economic actions, including annual indicators for key economic measures.	L	H	L	N	<b>DELETE</b>	Not sure if monitoring needs to be an action. .
<b>EC2</b>	<b>Ensure a sustainable local economy which impacts positively on the region's character</b>					<b>REVISE</b>	This is Policy is really about economic diversification and should be combined with above. It's also repeating elements of the wordy Goal statement
EC2.1	Encourage and promote the retention of large rural holdings, open spaces, parks and viewpoints that contribute to the region's rural ambience.	L	L	L	N	<b>DELETE</b>	This has nothing to do with economic development and diversification
EC2.2	Consult with and involve the local and inter-regional community on business development proposals and opportunities.	H	M	H	N	<b>DELETE</b>	EC1 Sub Policies deal with this
EC2.3	Support the retention of the Agricultural Land Reserve while recognizing there is land within the ALR that may not be suitable for agriculture and land outside the ALR that may be suitable for agriculture.	H	L	H	N	<b>REVISE</b>	Focus on economic contribution of agricultural land and industries
EC2.4	Support the promotion of business retention and attraction to preserve and promote the region's unique geographical and biophysical advantage.	H	M	L	N	<b>REVISE</b>	Support business retention and attraction
EC2.5	Support the promotion and further development of high tech and scientific research facilities such as DRAO and its related spin-off industries to capitalize on the unique geographic advantage of the region as well as its established infrastructure and expertise.	H	M	L	Y	<b>REVISE</b>	DRAO should be it's own Sub-Policy. Are there other high tech scientific research facilities in the RDOS?
<b>EC3</b>	<b>Foster business development in centralized areas</b>					<b>REVISE</b>	Not clear what a "centralized area" is unless it's defined
EC3.1	Collaborate to attract clean, high-tech, knowledge-based industry.	L	H	L	N	<b>KEEP</b>	Seems unrelated to EC3, unless all of these types of industry have to happen in the centralized area; this might be better under EC6.



EC3.2	Encourage mapping of centralized and accessible areas appropriate for new and relocating business to avoid conflicts and fragmentation and capitalize on business advantage.	M	L	L	N	REVISE	<i>The second half of the policy is really confusing. Maybe just end it after "relocating businesses"? OR: Identify development opportunity sites for different business types?</i>
EC3.3	Support development of under-utilized industrial land, protect the existing industrial land base from conversion to other uses and seek out new land in the region to provide more diverse business opportunities.	M	M	L	Y	REVISE	<i>Seeking out new land in the region sounds contrary to the first half of the policy and possible the higher-level policy (EC3). OR: Develop a Regional Employment Lands Strategy. Not well formulated. Should heavy industry that is polluting be supported in order to utilize the land base?</i>
EC3.4	Seek opportunities to support primary and secondary value-added industry in all sectors.	L	H	L	N	REVISE	<i>Unrelated to EC3; better under EC6?</i>
<b>EC4 Support and promote tourism and tourism-related activity</b>							
EC4.1	Support the promotion of tourism in the south Okanagan in conjunction with regional marketing efforts to target the tourism value of agriculture, high-tech and science research facilities and the rural ambience of the region.	H	M	L	N	REVISE	<i>The last part of the policy is convoluted. Are they talking about DRAO-related tourism?</i>
EC4.2	Encourage tourism facilities to locate appropriately to enhance and capitalize the business advantage and to meet regional needs.	M	L	L	Y	DELETE	<i>Won't tourism businesses already be trying to locate in a way that capitalizes on the business advantages of a place? What are the regional needs? Not clear about this one at all.</i>
<b>EC5 Support agriculture that contributes to the local economy</b>							
EC5.1	Endorse, in principle, a South Okanagan Agricultural Area Plan which promotes the right to farm and protects the agriculture industry, including its water allocation.	H	H	L	N	KEEP	<i>Is there agriculture that does not contribute to the local economy? Why "in principle"? Also, appears to be mindless support for agricultural, regardless of the effect on the environment. Agriculture cannot ignore the need for water conservation.</i>
EC5.2	Support the enhancement of a sustainable, local agricultural industry inclusive of value-added industry.	H	M	M	N	REVISE	<i>Redundant with EC3.4, but probably not in a bad way; but are they trying to support enhancement of ecological sustainability, or economic? Or something else? Maybe intent could be clarified.</i>
EC5.3	Consider policy and regulation with area farmers and communities to preserve the agricultural land base.	M	L	M	N	DELETE	<i>Is this about engagement with area farmers? Maybe should be part of governance. More of an environmental or social policy, not an economic one?</i>
<b>EC6 Enhance the diversity of the labour force</b>							
EC6.1	Encourage new and diverse business opportunities to build upon the labour force and support the provision of a diversity of skilled workers.	H	H	M	N	REVISE	<i>Related to some poorly located policies under EC3</i>
EC6.2	Support the development of a regional work-force attraction program that targets skills needed and initiates recruitment and training programs in collaboration with Okanagan educational institutions.	H	H	L	N	REVISE	<i>Could be clarified and simplified</i>
EC6.3	Support the creation of economic opportunities for private / public partnerships.	L	M	M	N	DELETE	<i>Better under EC1 or redundant with sub-policies there</i>
EC6.4	Consider policy that encourages labour market skill development.	H	H	M	N	DELETE	<i>This is repeating EC6.1 and EC6.2</i>
EC6.5	Support and encourage research and development initiatives and programs in conjunction with UBCO and Okanagan College related to key economic and business features of the South Okanagan. These would include agriculture, food processing, wine making, biodiversity, water management, tourism, amenity migration and high tech applications including those based on astrophysical research.	M	H	H	Y	REVISE	<i>This appears to give more detail on some of the policies under EC1 (about partnership) and various policies around value-added and new industries (ec2.5, 3.1, 3.4, 5.2). Perhaps EC6 needs to be broadened to be about economic diversification, and locate all those policies here.</i>

## 2. Ensure the HEALTH of ECOSYSTEMS

Ensure the health of ecosystems in the south Okanagan to provide water, land, air, and biodiversity.

Policy #	Policy	Consistent with Goal and Policy?	Clarity?	Redundant Repetitive	Multiple Policies Can be split into 2 or more sub-policies?	ACTION KEEP, REVISE, DELETE	General Notes
		H-M-L	H-M-L	H-M-L			
<b>EN1</b>	<b>Coordinate management of regional biodiversity conservation</b>					<b>REVISE</b>	<i>Coordinate regional biodiversity conservation and management</i>
EN1.1	Meet with environment partners to develop a regional approach to biodiversity conservation and work with the RDOS Board toward coordinated biodiversity conservation and ecosystems protection.	H	M	L	Y	<b>REVISE</b>	<i>Simplify policy</i>
EN1.2	Support the development of an inter-regional Biodiversity Conservation Strategy by collaborating with ecosystems experts, including those with traditional ecological knowledge, and balance ecosystems interests with economic and social sustainability.	H	M	L	Y	<b>REVISE</b>	<i>Balance ecosystem interests with economic and social sustainability could be separate. Simplify policy</i>
EN1.3	Work with Aboriginal leaders to develop partnerships for regional ecosystems health.	H	H	L	N	<b>REVISE</b>	<i>Preference may be Indigenous leaders, or Sylix/Okanagan. Also, if this is identified in Protocol Agreement it should be noted here. Not sure if monitoring needs to be an action. Cut it? Or edit so annual indicators are designed to measure ecosystem health and RGS objectives.</i>
EN1.4	Monitor the effectiveness of RGS ecosystems actions, including annual indicators for key ecosystem measures.	L	H	L	N	<b>DELETE</b>	
<b>EN2</b>	<b>Support environmental stewardship strategies</b>					<b>REVISE</b>	<i>Support environmental stewardship</i>
EN2.1	Develop policy and regulation to protect the natural environment, including mapping of sensitive ecosystems and designating development permit areas.	H	M	L	Y	<b>REVISE</b>	<i>Consider separate mapping or DPA policy?</i>
EN2.2	Collaborate to direct land use and resource-based decisions away from ecologically sensitive areas and encourage land development practices and methods of environmental enhancement that maintain ecosystem health and the ability of natural systems to sustain life.	H	L	M	Y	<b>DELETE</b>	<i>Convolutd - assumes that land use and resource-based decisions can't be made to protect ESAs</i>
EN2.3	Promote conservation and sustainability of watersheds, wetlands and riparian areas and a green space network to serve as a wildlife corridor.	H	L	L	Y	<b>REVISE</b>	<i>Is the policy about conserving and protecting watersheds, wetlands and riparian areas, or is it about doing that AND linking these areas to serve as wildlife corridors. Also, watersheds are not localized areas like wetlands or riparian areas. Remove watersheds from list?</i>
EN2.4	Support the right to farm in balance with best environmental management practices.	H	H	L	N	<b>KEEP</b>	
EN2.5	Support restoring and managing key habitats.	H	M	M	N	<b>REVISE</b>	<i>What are "key" habitats?</i>
<b>EN3</b>	<b>Reduce contribution to and increase adaptation to climate change</b>					<b>REVISE</b>	<i>Very poorly worded</i>
EN3.1	Enact a policy for green buildings for local government buildings.	H	H	L	N	<b>REVISE</b>	<i>Very poorly worded. What is the intent? Reduction of GHG emissions? Better recycling?</i>
EN3.2	Work with business and agriculture to apply innovative best practices that include renewable energy technologies and energy efficiency.	H	M	L	Y	<b>REVISE</b>	<i>Could be split into two, as agriculture and business are fairly different</i>
EN3.3	Consider rebate programs for high-efficiency fixtures, appliances and water efficiency.	H	M	L	N	<b>REVISE</b>	<i>Aren't appliances and fixtures more in the purview of Hydro, Terasen and other utility providers? Very poorly worded and focus is wrong. RDOS rebate programs or senior government programs? Delete. The only tax program available to the RDOS is tax funded revitalization. Requires more precision about purpose- e.g., GHG reduction? Energy efficiency?</i>
EN3.4	Investigate the opportunity to use tax and other incentives in the region.	H	L	L	N	<b>DELETE</b>	
EN3.5	Consider the region's vulnerability to climate change in planning responses to proposed and existing activities for their resilience to climate change impacts and minimization of greenhouse gas emissions.	H	L	L	Y	<b>REVISE</b>	<i>Split into adaptation and mitigation; GHGs not really about vulnerability. Needs more positive focus.</i>
EN3.6	Support public awareness and education on climate change to foster best environmental management practices and stewardship.	H	H	L	N	<b>REVISE</b>	<i>Simplify policy. Remove last bit of policy.</i>

EN4		Protect regional air quality					
EN4.1	Further support a coordinated inter-regional approach with the Regional Air Quality Management Plan and supplement the plan to identify best management practices.	H	M	L	Y	REVISE	Coordinate a regional approach AND supplement plan, or just remove last portion
EN4.2	Implement policies and support best management practices, such as reducing or eliminating residential and industrial burning, chemical spraying, and controlling air emissions, or other practices that protect the environment.	H	H	H	N	DELETE	Any reason this doesn't come under EN4.1?
EN4.3	Support public awareness and education to foster best air quality management practices and stewardship.	H	M	H	N	KEEP	
EN5		Promote water sustainability through conservation and related best practices					Does best practices need to be there?
EN5.1	Apply and promote four guiding principles to manage the water resource capacity and efficiency in the Okanagan basin; a. preserve ecosystems functions to maintain water quantity and quality, b. encourage best water management practices in agriculture, c. reduce residential water use to support population growth in urban areas, d. use best practices to manage water use for industrial, commercial and institutional purposes.	H	M	L	Y	REVISE	Could be broken into four separate policies?
EN5.2	Support the development of an inter-regional Water Plan, including consideration of long term plans for upper level water storage / source water protection and work collaboratively with the Okanagan Basin Water Board to further expand on the Okanagan Water Supply and Demand study with other agencies and levels of government.	H	M	L	Y	REVISE	Separate into Regional Water Plan and the OK Water Demand and Supply into two separate policies
EN5.3	Collaborate with the Water Sustainability Committee of the BC Water and Waste Association, the Water Stewardship Council of the Okanagan Basin Water Board, local governments and others on the management of the inter-regional water resource.	H	H	M	N	KEEP	Same as inter-regional water plan (EN5.2)? Or are these distinct activities?
EN5.4	Support the development of a water-centric outreach and education program as the next phase of the Convening for Action program.	H	L	L	N	DELETE	"Water-centric"? Does the Convening for Action program still exist?
EN5.5	Promote, support and participate in local and basin-wide solutions for efficient water management and conservation practices.	H	H	H	N	REVISE	Overlap between this policy, EN5.2 and EN5.3 - room to consolidate?
EN5.6	Support the continued provision of adequate water resources for the agriculture sector, and ensure that adequate and secure access to water for the agriculture sector is a priority over non-essential urban uses.	H	M	M	N	KEEP	Repeats policies in the economy policy area, but probably good to do so.
EN5.7	Support the protection of access to adequate water for the agriculture sector in any future inter-regional Water Plan.	H	H	M	N	KEEP	Important difference between this and EN5.6?
EN5.8	Recognize that all users will have to cut back their water use in times of drought or where stream health is threatened.	H	M	L	N	REVISE	Perhaps policy to describe the hierarchy of protections - "conservation first; agriculture and essential urban uses; non-essential urban uses". Like the DFO does with fisheries.
EN5.9	Promote the implementation of universal metering for water service connections, in alignment with policy recommendations proposed by the Okanagan Basin Water Board.	H	H	L	N	KEEP	Controversial but the most effective policy to reduce water consumption.
EN5.10	Create partnerships to provide infrastructure and services regionally where applicable.	M	M	H	N	DELETE	More relevant to governance and Infrastructure?

### 3. Promote INCLUSIVE and ACCOUNTABLE GOVERNANCE

Foster inclusive and accountable governance and promote inter-intra-jurisdictions cooperation for the benefit of South Okanagan residents.

Policy #	Policy	Consistent with Goal and Policy?	Clarity?	Redundant Repetitive	Multiple Policies Can be split into 2 or more sub-policies?	ACTION KEEP, REVISE, DELETE	General Notes
		H-M-L	H-M-L	H-M-L			
<b>G1 Enhance regional local government partnerships</b>							
G1.1	Foster dialogue between electoral areas and municipalities for cost sharing, delivery of services, capacity building and development. Develop agreements with senior levels of government and non-governmental agencies as more responsibility is transferred to local government, in order to build capacity and resources concurrent with the transfer where joint and mutually beneficial decision-making is necessary for sustainable growth management.	H	H	L	N	KEEP	
G1.2	Develop constructive working agreements which address the interests of both rural and urban residents, to manage growth and plan for the future.	H	M	L	N	REVISE	Awkward. Needs editing to improve clarity
G1.3	Continue to foster dialogue between communities to meet common shared goals, while recognizing and supporting distinct goals.	H	L	M	N	REVISE	What are "constructive working agreements"? OCPs, Neighbourhood Plans? RGS? Something else? A neighbourhood protocol agreement? Is this more about the balance of interests or the constructive working agreements? If the latter, maybe its covered under G1.1.
G1.4	Build and enhance communication and relationship with local Aboriginal communities	H	M	M	N	REVISE	Not sure what this is saying and why it's a policy. Combine with G1.1?
<b>G2 Build and enhance communication and relationship with local Aboriginal communities</b>							
Use preferred wording -- Syilx/Okanagan Nation?							
G2.1	Develop protocol agreements with the Osoyoos Indian Band and Penticton Indian Band for communication, cost sharing, delivery of services, capacity building and/or development plans.	H	H	L	N	REVISE	What about LSIB? Use preferred wording -- Syilx/Okanagan Nation?
G2.2	Support the development of a cultural Aboriginal awareness program for local communities and governments.	H	H	L	N	REVISE	Use Indigenous instead of Aboriginal?
<b>G3 Promote participation and education in governance</b>							
						REVISE	Combine with G1?
G3.1	Support the creation and development of cross-educational governance initiatives within the community.	H	L	H	N	DELETE	Who is involved in this? It's not at all clear who's involved in this and how.
G3.2	Foster enhanced civic consciousness and participation by providing the public with information about local governance and opportunities for involvement on committees and at community consultation meetings and planning sessions.	H	M	L	N	REVISE	Move to G1?
<b>G4 Cultivate effective governance characterized by transparency, accountability and accessibility</b>							
						REVISE	Cultivate effective, accountable, accessible, transparent governance (that's a lot of adjectives!)
G4.1	Develop a Communication Plan to continue to enhance the transparency and accessibility of local governance.	H	M	M	N	REVISE	Who should be doing this? RDOS? Members?
G4.2	Monitor and evaluate the effectiveness of RGS goals, policy and strategic actions, including a baseline report for the performance indicators and annual and five year indicators.	L	H	H	N	DELETE	Not sure if monitoring needs to be an action.

## 4. Carefully DIRECT HUMAN SETTLEMENT

Direct development to serviced areas and strengthen the distinct identify of each south Okanagan community.

Policy #	Policy	Consistent with Goal and Policy?	Clarity?	Redundant Repetitive	Multiple Policies Can be split into 2 or more sub-policies?	ACTION	General Notes
		H-M-L	H-M-L	H-M-L		KEEP, REVISE, DELETE	
<b>H1</b>	<b>Dialogue between rural and urban communities to direct development to Primary Growth Areas and, to a lesser extent, to Rural Growth Areas, and to coordinate and collaborate on human settlement.</b>					<b>REVISE</b>	<i>Who's doing the dialoguing? Not clear. What about simply: Coordinate and collaborate to direct development to Primary Growth Areas and, to a lesser extent, secondary Rural Growth Areas.</i>
H1.1	Set growth management boundaries, which may or may not coincide with current municipal boundaries, around Primary Growth Areas, and consider using the Agricultural Land Reserve boundary as the growth management boundary where appropriate, in coordination with the development of Regional Context Statements for Official Community Plans, and according to the Implementation Agreement.	H	L	L	Y	<b>REVISE</b>	<i>Rewrite. Split into separate sub policies.</i>
H1.2	Set growth management boundaries around Rural Growth Areas, and consider using the Agricultural Land Reserve boundary as the growth management boundary where appropriate, in electoral area Official Community Plans within a reasonable timeframe and as detailed in the Implementation Agreement.	H	H	M	N	<b>REVISE</b>	<i>If H1.1 is split up, this could become redundant</i>
H1.3	Collaborate on fringe planning decisions on major development in the vicinity of rural / municipal boundaries.	H	M	L	N	<b>REVISE</b>	<i>Could be simplified</i>
H1.4	Consider entering into a memorandum of understanding on the process of determining municipal boundary extensions.	H	M	L	N	<b>REVISE</b>	<i>Between who and whom?</i>
H1.5	Respect and protect the ecosystem and environment by directing growth of an urban density and commercial, industrial and institutional uses within the boundaries of south Okanagan primary growth areas, where there is accessibility to services, amenities and employment opportunities.	H	M	H	N	<b>DELETE</b>	<i>Shouldn't this be in the Environment section? Could also be included as part of H1.1/H1.2?</i>
H1.6	Respect and protect the unique advantages in location, facilities and functional requirements of the DRAO by continuing to minimize development and maximize rural landscape protection within the electromagnetic interference area surrounding the Observatory.	L	H	L	N	<b>DELETE</b>	<i>Why is this here? It has nothing to do with H1</i>
<b>H2</b>	<b>Promote compact urban form</b>						
H2.1	Recognize Primary Growth Areas where the substantial majority of the region's growth should occur and Rural Growth Areas where further limited development is anticipated, in accordance with the Growth Management Map (pg.21).	M	L	M	N	<b>DELETE</b>	<i>How does this relate/differ from H1.1?</i>
H2.2	Support infill of existing, serviced development areas as a first priority.	H	M	L	N	<b>KEEP</b>	<i>In urban Primary Growth Areas only? Should clarify</i>
H2.3	Create walkable, livable mixed-use neighbourhoods and communities.	H	M	L	N	<b>REVISE</b>	<i>In urban Primary Growth Areas only? Should clarify</i>
H2.4	Encourage accessible commercial, institutional and appropriately located light and heavy industrial development within urban areas.	H	M	L	N	<b>REVISE</b>	<i>In urban Primary Growth Areas only? Should clarify</i>
H2.5	Integrate transportation infrastructure within and between communities.	L	M	L	N	<b>DELETE</b>	<i>Better under Infrastructure? Maybe this should be about taking transportation into consideration when reviewing new development? Something more like H2.6</i>
H2.6	Ensure that new development is adequately serviced according to a community infrastructure plan.	H	M	L	N	<b>DELETE</b>	<i>This is really the Subdivision Servicing Bylaw. Also, this might make H2.5 unnecessary with some tweaking</i>

H2.7	Communicate and work with Aboriginal leaders on cost sharing, delivery of services, capacity building and/or development plans.	M	H	M	N	REVISE	Might be redundant or seem out of place (better under Governance or infrastructure), particularly as most places where development will occur (e.g., Skaha Hills) is not near or in a primary growth area.
H2.8	Maintain environmental integrity when considering new development.	L	M	M	N	DELETE	Is this about growth boundaries or building practices? Redundant in one case, not related to the goal in the other.
H2.9	Discourage incremental and additional rural growth, including rezoning of large rural land parcels to smaller parcel sizes, outside of Primary Growth Areas and Rural Growth Areas, except where such growth is infill and does not significantly increase the number of units or the established density and that respects the character of its surroundings.	M	M	M	N	REVISE	Might be more related to H3 and is fairly similar to H3.1. If the focus is infill, it might just need re-wording
<b>H3 Protect the character of rural areas</b>							
H3.1	Strengthen policies in Official Community Plans to discourage incremental and additional rural growth outside of identified growth areas (see Growth Management Map, pg. 21). Proposed developments that do not closely adhere to OCP guidelines for the protection of rural and resource areas will not be supported.	H	H	L	N	KEEP	Core policy
H3.2	Identify areas where rezoning to larger minimum lot sizes is necessary to protect agricultural and rural users.	H	M	L	N	KEEP	Requires some explanation
H3.3	Discourage new development in areas of moderate to high risk for natural disasters.	L	M	L	N	REVISE	This should be in EN. Very weak statement. RDOS must go beyond discouraging new development in high risk areas for natural disasters. Policy should avoid areas subject to natural disasters and mitigate where unavoidable.
H3.4	Communicate and work with Aboriginal leaders on cost sharing, delivery of services, capacity building and/or development plans.	M	H	H	N	KEEP	Exactly repeats H2.7 - but is that a problem? Maybe these should both just be under H1.
H3.5	Consider the following uses outside of identified growth areas only where the uses are not feasible or appropriate in growth areas and where they will have limited adverse effects on their surroundings: resource, industrial, resort (non-residential), small-scale commercial, public utility/institutional, parks and recreational development.	M	M	L	N	REVISE	Should include language about protecting rural character when these additional uses are allowed
<b>H4 Protect the agricultural land base and encourage agricultural enterprise</b>							
H4.1	Support the establishment of a South Okanagan Agricultural Advisory Committee to advise the Regional District Board on agricultural matters.	H	H	L	N	KEEP	
H4.2	Work collaboratively to develop, set priorities and implement a regional approach to agriculture to strengthen farming and encourage agriculture.	H	M	L	N	REVISE	Minor revisions - Work collaboratively to develop a Regional Agriculture Strategy
H4.3	Discourage further subdivision of farm parcels.	H	H	L	N	KEEP	
H4.4	Encourage value-added agricultural activities and agri-tourism which improve farm economic viability while maintaining farming as the primary farming activity.	H	H	L	Y	REVISE	Split into two.
H4.5	Undertake edge planning to plan for and mitigate the impacts of non-farm uses on farming activities when considering development adjacent to the Agricultural Land Reserve boundary.	H	M	L	N	REVISE	What about non-ALR ag parcels?
H4.6	Support urban growth boundaries that are consistent with the Agricultural Land Reserve boundary, and not growth boundaries that encompass land within the ALR.	H	H	M	N	REVISE	Covered in H1.1, but does that matter?
<b>H5 Recognize the critical link between infrastructure, environment, social conditions and human settlement for effective growth management</b>							
REVISE What does this mean?							
H5.1	Continue to consult with the public, community leaders and professionals to assess current community conditions in the context of effective growth management principles.	M	L	L	N	REVISE	The policy is clear, but the goal is a little confusing.
H5.2	Assess and measure major development proposals against sustainability assessment checklists in order to determine that the proposal is generally consistent with the intent of the RGS.	M	H	L	N	REVISE	Second part could be cut. It's self evident that it should confirm.



H5.3	Support a process and content for the extent of adoption of minor amendments to the RGS to allow for flexibility and minor adjustments within the vision and direction of the RGS, and where the process and content for the extent of amendments is not yet complete, defer to a default alternative adoption process identified in the Section 857.1 of the Local Government Act. Where proposals substantially change the vision and direction of the RGS, or where the addition of one or more new Primary or Rural Growth Areas is considered, a major amendment to the RGS, subject to the acceptance of all affected local governments, is required.	M	L	L	Y	REVISE	Belongs in an Implementation section (after editing). Right now -- very confusing - so maybe it relates well to the goal, but it's hard to say.
H5.4	Ensure that proposals for the establishment of new growth areas are evaluated on their individual merits and are assessed by the Sustainability Checklist to ensure consistency with the vision and direction of the RGS.	M	M	L	N	KEEP	May be better under H1, or in an implementation section
H5.5	Recognize that major changes to established growth management boundaries may be significant regional issues, and therefore, that processes and procedures for communicating and cooperating around such major changes should be developed in the Implementation Agreement.	M	M	L	N	KEEP	Maybe better under H1
H5.6	Monitor the effectiveness of RGS human settlement actions, including annual indicators for key settlement measures.	M	H	L	Y	KEEP	Maybe better under H1
H5.7		L	M	H	N	DELETE	Not required

## 5. Maximize the EFFICIENT USE of INFRASTRUCTURE

Coordinate efforts through the South Okanagan that maximize efficient and effective delivery of infrastructure and services, reduce environmental impact and recognize the scarcity of resources.

Policy #	Policy	Consistent with Goal and Policy?	Clarity?	Redundant Repetitive	Multiple Policies Can be split into 2 or more sub-policies?	ACTION KEEP, REVISE, DELETE	General Notes
		H-M-L	H-M-L	H-M-L			
<b>I1</b>	<b>Promote ongoing dialogue between rural and urban communities to coordinate and collaborate on infrastructure</b>						<i>Why are there no sub-policies here?</i>
<b>I2</b>	<b>Preferentially direct development where public cost-efficient service and infrastructure is possible</b>						<i>What does "preferentially direct" mean?</i>
I2.1	In already serviced developed areas, guide new development to take full advantage of existing physical infrastructure, including roads, sewer systems, schools, parks and recreation and cultural facilities.	H	H	L	N	REVISE	<i>Repeats policy goal.</i>
I2.2	Direct development to Primary Growth Areas and, to a lesser extent, to Rural Growth Areas - new development should occur only in a manner that ensures a cost-effective ability to deliver infrastructure and institutional services such as underground utilities, health facilities, transit, emergency services, schools, and recreation and cultural facilities.	H	M	M	N	REVISE	<i>Same as several policies in Human Settlement. Perhaps it need to describe what that means in terms of policies around infrastructure? Example services not necessary.</i>
I2.3	Encourage public use of utilities and discourage the establishment of private utilities and services.	H	H	L	N	KEEP	
<b>I3</b>	<b>Recognize the critical link between water resource management, human settlement and effective growth management</b>						<i>Why are there no sub-policies here?</i>
<b>I4</b>	<b>Minimize waste production through education, regulations that promote reduction and recycling programs in the region</b>					REVISE	<i>Why not just "Minimize waste production" and leave the rest to be sub-policies?</i>
I4.1	Promote and encourage targets for solid and liquid waste reduction.	H	H	L	N	REVISE	<i>This is a requirement of all solid waste managements in B.C. Establish targets? Are targets no included in Regional Solid Waste Management Plan and/or Regional Liquid Waste Management Plan?</i>
I4.2	Research and develop best practices, benchmarks, and policies for effective waste management.	H	H	L	N	REVISE	
I4.3	Support public awareness of waste management and promote waste reduction programs.	H	H	L	Y	REVISE	<i>Two different types of programs?</i>
I4.4	Continue to implement and monitor the Regional Solid Waste Management Plan.	H	H	L	N	DELETE	<i>Necessary?</i>
I4.5	Promote expansion and creation of sewer areas within urban areas or Rural Growth Areas.	L	M	M	N	DELETE	<i>Covered under i2.2 (or could be)</i>
I4.6	Update and implement the Regional Liquid Waste Management Plan which will examine environmental concerns and address the links between liquid waste management, nutrient management, and water use.	H	H	L	N	REVISE	<i>Is it necessary to include what the plan will do?</i>
I4.7	Design growth in a manner that handles waste in an environmentally sound manner to minimize the negative impact on the environment.	H	M	L	N	DELETE	<i>Poorly written - "Design growth"? The RDOS should manage growth, not design growth.</i>
<b>I5</b>	<b>Apply innovative and best management practices to increase efficiencies and reduce environmental impacts of infrastructure</b>					REVISE	<i>Similar to others?</i>
I5.1	Integrate storm water management with provincially-mandated watercourse protection strategies.	H	M	L	N	REVISE	<i>Assume it's referring to RAR - what other provincial protection strategies are there?</i>
I5.2	Support projects to improve resource management, including but not limited to water conservation and reuse, ground water management, solid waste management and recycling.	H	H	L	Y	REVISE	
I5.3	Consider hillside development guidelines and alternate development standards, in conjunction with the Province, to reduce environmental impacts of development.	M	H	L	N	KEEP	<i>Maybe Environment section needs a policies like this.</i>

15.4	Minimize the risks associated with development in the vicinity of natural hazards by identifying and avoiding environmental hazards.	L	M	M	N	KEEP	Maybe should be under EN3, or as part of human Settlement.
15.5	Monitor the effectiveness of RGS infrastructure actions, including annual indicators for key infrastructure measures.	L	M	H	N	DELETE	Needed?
15.6	Identifies sites of potential electrical generation to include hydro-electric generation and wind generation.	M	M	L	N	REVISE	Relevant? RDOS has a role here but not to identify sites for power generation.
<b>16 Increase transportation options, improve transportation efficiency and reduce automobile dependency</b>							
16.1	Support the creation of an inter-regional Transportation Plan from the regional transportation study, to include comprehensive transportation demand management, innovative transportation options and funding strategies.	H	H	L	N	REVISE	Remove "to include....."?
16.2	Support the creation of walkable neighbourhoods and pedestrian / cycle / transit networks that offer both alternative transportation and recreational opportunities, and work with the Province to further develop the pedestrian / cycle network in conjunction with highway improvements.	H	M	L	Y	REVISE	Multiple objectives/sub-policies
16.3	Expand formal agreements with transportation providers for public transportation options beyond current service boundaries.	H	M	L	N	REVISE	If it's referring to BC Transit, could it not just say that?
16.4	Encourage the identification of land in community cores appropriate for transit hubs.	H	H	L	N	REVISE	Primary and Rural Growth centres? What kinds of communities?
16.5	Consider Light Rapid Transit (LRT) as an option to improve community linkages and mitigate the effects of transportation on air quality and climate change.	H	M	L	N	DELETE	Not sure LRT is an option anywhere in Plan Area. Does this have any credibility? Does Penticton come close to having the necessary mass for LRT?
<b>17 Protect and improve Highway 97 as a key transportation corridor</b>							
17.1	Work together to set priorities to update Ministry of Transportation road network and transportation plans and identify and implement improvements and expansion where necessary.	H	L	L	N	REVISE	Sentence structure problem
17.2	Ensure the impacts of a high-volume transportation corridor passing through urban centres and rural areas are considered and adequate mitigation measures applied to maintain transportation efficiency and protect community integrity.	M	M	L	N	REVISE	Sounds like the higher level policy (17) needs to be changed to include "protecting integrity of neighbourhoods"
17.3	Work with the Province to identify highway sections that should be carefully planned for limited highway access to ensure public safety and transportation efficiency outside of urban centres.	M	M	L	N	REVISE	Sounds like the higher level policy (17) needs to be changed to include safety

## 6. Create safe, culturally diverse and HEALTHY COMMUNITIES

Provide south Okanagan residents with safe, culturally diverse and healthy communities where life-long learning and recreation opportunities are abundant and planned housing choices are accessible.

Policy #	Policy	Consistent with Goal and Policy?	Clarity?	Redundant Repetitive	Multiple Policies Can be split into 2 or more sub-policies?	ACTION KEEP, REVISE, DELETE	General Notes
		H-M-L	H-M-L	H-M-L			
<b>S1</b>	<b>Support the coordinated management of community health</b>					<b>Delete</b>	<i>S2 covers off on this</i>
S1.1	Support the development of an inter-regional Social Health Strategy for coordinated social health action, including applying health impact assessments, prioritizing short and long term health initiatives with regional agencies and balancing social interests with economic and environmental sustainability.	H	M	L	Y	REVISE	<i>Too much detail and prescription</i>
S1.2	Monitor the effectiveness of RGS social actions, including annual indicators for key social health measures.	L	M	L	N	DELETE	<i>Needed?</i>
<b>S2</b>	<b>Work in partnership to create healthy and safe communities</b>						
S2.1	Support the coordination of regional parks and recreation services and trail networks to improve accessibility of recreational opportunities.	H	H	L	N	KEEP	
S2.2	Support the local health authority to expand regional health promotion programs and a proactive recruitment program to increase medical services in the south Okanagan.	H	H	L	N	KEEP	
S2.3	Maintain safe and vibrant urban centres by supporting downtown revitalization and neighbourhood planning efforts which foster a sense of public ownership.	H	M	L	N	REVISE	<i>Does revitalization have to be a part of it?</i>
S2.4	Support emergency planning and networking of response services both regionally and inter-regionally.	H	H	L	N	REVISE	
S2.5	Support the local police authority in its awareness programs for crime reduction and watch programs.	H	H	L	N	REVISE	<i>Police authority? Isn't it all RCMP?</i>
<b>S3</b>	<b>Continue to work towards developing vibrant communities and neighbourhoods</b>						
S3.1	Encourage the development and preservation of 'village centres' and 'distinct neighbourhoods' through the supporting neighbourhood associations and plans.	M	L	L	Y	DELETE	<i>Does the support of neighbourhood associations (and plans) necessarily support preservation of village centres and distinct neighbourhoods?</i>
S3.2	Support communities to work together to identify and obtain desired services.	M	M	M	N	DELETE	<i>Very similar to the governance policies on collaboration. Why only innovative? Why not standard policies to share and utilize school resources? And avoid agreements that are not innovative?</i>
S3.3	Consider innovative agreements with School Districts to recognize and support school facilities as a valuable neighbourhood resource.	H	M	L	N	REVISE	<i>Omnibus policy -- Could be broken up. Support and encourage community celebrations and events;</i>
S3.4	Support the celebration of community and local festivities and improve accessibility to public places, recognizing changing demographics and diversity in communities.	H	L	L	Y	REVISE	<i>Improve accessibility to public spaces; Ensure public spaces and events are consistent with changing demographics and community needs.</i>

<b>S4 Encourage greater demographic diversity to enhance the social health of the community</b>					<b>REVISE</b>	<i>If it's primarily about young families it should/could state it more directly. Currently, does this policy make any sense?</i>	
S4.1	Support the creation of economic opportunities that are consistent with other values to encourage young families to migrate to, or remain, in the south Okanagan.	M	M	M	N	<b>REVISE</b>	<i>This is an economic policy with a community-health outcome. Does this make sense here? Also what does "consistent with other values" mean? And how does this support demographic diversity?</i>
S4.2	Promote healthy and diverse communities that encourage the use of public open spaces for all age and socio-economic levels by requiring a diversity of land uses and housing mixes in communities.	M	M	M	Y	<b>REVISE</b>	<i>Same as above, but for land use planning (i.e. human settlement). Is this policy about the hoped for outcome of other policies? Don't need to repeat the policy in the sub-policy</i>
S4.3	Support the development of a regional social network, dissemination of cross-cultural information and programs and services for rural and urban residents.	L	L	L	Y	<b>DELETE</b>	<i>What's a "regional social network"? South OK Facebook? There are 3 separate sub-policies here.</i>
<b>S5 Improve accessible housing options in the region</b>							
S5.1	Support or facilitate community objectives for accessible housing integrated within mixed-use neighbourhoods.	H	M	L	Y	<b>REVISE</b>	<i>Should accessible housing be supported only in mixed use neighbourhoods. Could be simplified and clarified: Support and facilitate the development of accessible housing in mixed-use neighbourhoods.</i>
S5.2	Develop responsive policy for non-market driven accessible housing, such as emergency and transition housing.	H	M	L	N	<b>REVISE</b>	<i>Responsive? Could be simplified: Support emergency and transition housing.</i>
S5.3	Encourage market driven housing by considering policy for new development to meet community objectives for accessible housing.	M	L	L	N	<b>DELETE</b>	<i>Not sure what this actually means.</i>
S5.4	Support the creation of a Regional Housing Society and the establishment of a housing trust fund in partnership with government agencies and programs.	H	H	L	N	<b>KEEP</b>	
S5.5	Consider supporting accessible housing in communities where services are available that can sustain housing options.	H	L	L	N	<b>REVISE</b>	<i>Not clear what the intent of this is. Why is it only "consider"? Is there an "only" missing before "communities"?</i>
<b>S6 Support the education and lifelong learning, diversity of culture, heritage and a strong arts community</b>						<b>REVISE</b>	<i>It is not clear at all what this actually means. No policies address physical heritage</i>
S6.1	Support the location and collaboration of education institutions in urban areas.	H	M	L	Y	<b>REVISE</b>	<i>Encourage education institutes to locate in urban areas? Not sure what collaboration is referring to. With each other? With the RDOS? Intent is discernable but wording is poor.</i>
S6.2	Encourage the creation of affordable education opportunities and foster education and business collaboration between agencies and institutions.	M	M	L	Y	<b>REVISE</b>	<i>Is this more about ec dev? Intent is unclear.</i>
S6.3	Work with providers of local heritage and cultural education programs to preserve and respect different cultural values.	H	M	L	Y	<b>REVISE</b>	<i>How does this relate to First Nations? Are they more than "providers"?</i>
S6.4	Work cooperatively with agencies to create an arts and cultural vision for the region.	H	M	L	N	<b>REVISE</b>	<i>Would a Regional Arts and Culture Strategy be a better pursuit?</i>
S6.5	Encourage development that meets the needs for accessible arts and cultural facilities.	H	L	L	N	<b>DELETE</b>	<i>Not clear what this is saying?</i>
S6.6	Identify and protect important cultural places and structures through policies and other mechanisms.	H	H	L	N	<b>REVISE</b>	<i>Could be simplified</i>

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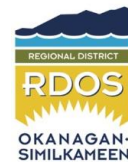


Schedule "B"

# **SOUTH OKANAGAN REGIONAL GROWTH STRATEGY**



**BYLAW 2421, 2007 - SCHEDULE 'A'**



June 21, 2007 First and Second Reading  
October 22, 2009 Rescind and Re-read Second Reading as amended

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**Cover photos**

Spotted Lake – Mike Biden  
Okanagan Falls – Mike Biden  
Local apple – Ian Mounsey

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# SOUTH OKANAGAN REGIONAL GROWTH STRATEGY

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Ministry of **Small Business, Technology and Economic Development**

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Okanagan College

Okanagan Nation Alliance

Osoyoos Indian Band

Penticton Indian Band

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Town of Oliver

Town of Osoyoos

UBC Okanagan

Union of BC Municipalities

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## Part I: PURPOSE and VISION

### PURPOSE of the REGIONAL GROWTH STRATEGY

The South Okanagan Regional Growth Strategy (RGS), launched in 2004, is a long term commitment to manage growth in the south Okanagan of the Regional District Okanagan-Similkameen (RDOS).

The RGS applies to the southern most reaches of the Okanagan Valley (pg.6 South Okanagan Regional Growth Study Area) and includes the municipalities of Oliver, Osoyoos, Penticton and Summerland, and rural electoral areas 'A', 'C', 'D', 'E' and 'F'.

Part 25 of the provincial *Local Government Act* establishes the authority for the RGS and the purpose of an RGS, which is to, "promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources." An RGS is, "a general guide as to how regions will grow, change and develop over a 20-year period ... and is a regional vision that commits affected municipalities and regional districts to a course of action to meet common social, economic and environmental objectives."<sup>1</sup>

This RGS expresses a vision for the south Okanagan that is rooted in sustainability, often defined as, "development that meets the needs of the present without compromising the ability of future generations to meet their own needs".<sup>2</sup> A sustainable community development approach can be expressed as an inter-dependent relationship between economic, physical and social dimensions.



The key elements of the long term commitment of

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<sup>1</sup> An Explanatory Guide to BC's Growth Strategies Act (1995). Ministry of Municipal Affairs, British Columbia

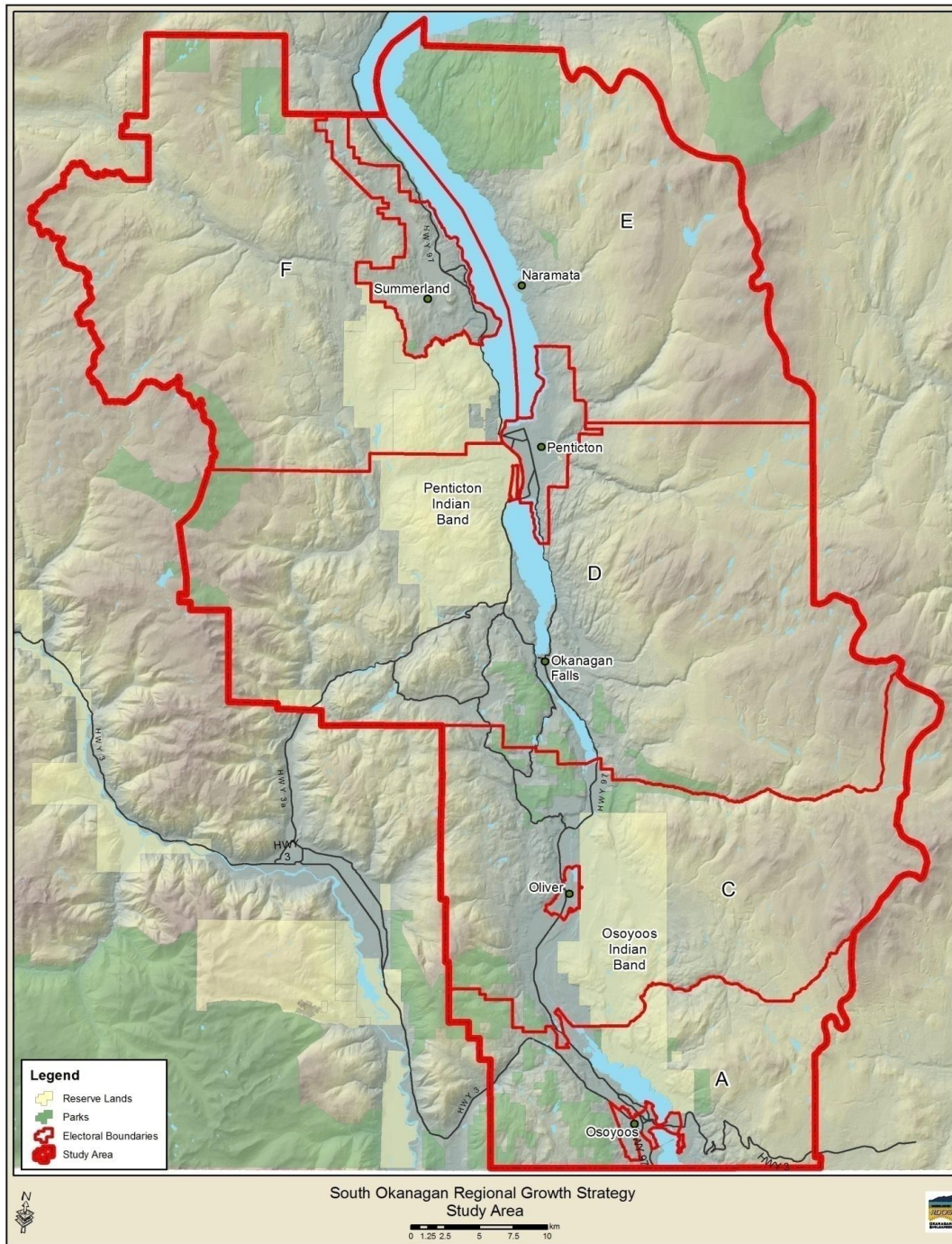
<sup>2</sup> The Brundtland Report, *Our Common Future* (1987). World Commission on Environment and Development

the south Okanagan RGS, in alphabetical order, are:

1. **Economy:** promote sustainable economic diversification
2. **Environment:** ensure the health of ecosystems
3. **Governance:** foster inclusive and accountable governance
4. **Human Settlement:** strengthen rural and urban community identity
5. **Infrastructure:** maximize the efficient use of infrastructure
6. **Social:** create safe, culturally diverse and healthy communities

Growth management in the south Okanagan requires an integration of planning efforts in the broader context of social capacity, diversity and equity within an economically vital region, which in turn is ultimately dependent on the carrying capacity of the natural environment.

The collaboration of citizens and local governments was integral to developing the RGS and is a fundamental ingredient to implementing the RGS. In this context, citizens have an important responsibility in the future to monitor and gauge whether the RGS vision is being met, to participate where possible in achieving the strategic actions, and to voice that action is necessary where the RGS goals are not being met.





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## CONTEXT

The RGS represents four years' work developed in phases by community individuals and committees, senior government agencies, the Regional Board and RDOS staff.

### RGS Phase I

Specific **issues** and related **values, guiding principles** and a **vision** expressed by the community were documented in the first phase, resulting in the **"Issues to Vision"** report. Six themes, addressed in the second and third phase of the project, emerged during the dialogue – the economy, the environment, governance, human settlement, infrastructure and social needs.

### RGS Phase II

The community engaged in examining current trends and **future growth scenarios** in the second phase of the RGS project (pg.30 Appendix A). The community indicated a preference for a future of applied best management practices for the region. With extensive community consultation and RGS advisory committee input during the second phase of the project, **goals, policy and strategic actions** were shaped, based on further exploration of the themes.

### RGS Phase III

**Indicators:** The third phase of the project focused on selecting indicators to **monitor future performance**, in accordance with Section 869 of the *Local Government Act*, and developing an implementation strategy to reflect policy. The **Implementation Plan** summarizes key strategic actions and proposed time frames. A signed **Implementation Agreement**, the commitment of the south Okanagan municipalities, electoral areas and the Province, outlines joint work on growth management for the future of the region.

**Toolkit:** The RGS Toolkit was developed as a resource for **optional specific actions** by communities to manage growth, water, agriculture and housing. These subjects were identified by the community and Regional Board as important **directives for growth management:** a series of discussion papers is provided in the RGS Toolkit, accompanied by specific actions and links for additional information.

### RGS Implementation

**Context statements:** Following adoption, in accordance with Section 866 of the *Local Government Act*, the municipalities of Oliver, Osoyoos, Penticton, Summerland, and surrounding rural areas Electoral Areas 'A', 'C', 'D', 'E' and 'F'

must adopt regional context statements in their Official Community Plan bylaws. The context statements identify the relationship between OCPs and the RGS and specify how they will be made consistent over time to achieve the long-term vision for the south Okanagan.

**Monitoring:** An evaluation and monitoring program utilizes performance indicators to measure progress on the south Okanagan commitment to the RGS. Future supplemental agreements between the RDOS, south Okanagan member municipalities, agencies and senior government may be entered into to further address a coordinated approach to growth management.

### The Region

A strong thread about the unique qualities of the south Okanagan emerged during the community's exploration of growth management for the region, along with agreement that these qualities must be protected. The Okanagan-Similkameen is located in the south central interior of British Columbia and covers a geographical area that extends south from Summerland and the Okanagan Park to the United States of America border at Osoyoos, east to Anarchist Mountain and west to the Apex Mountain resort.

The south Okanagan region is best described as a semi-arid mountain-to-valley landscape with intensive production of tree fruits and grapes in the valley bottoms and extensive beef production in the native grasslands between the valleys and the tree-line above. Human settlement has concentrated primarily in the valley bottom.

The south Okanagan is also one of the most unique regions in British Columbia: the warm and dry climate is extremely diverse, encompassing one of the rarest ecosystems in Canada. The region is Canada's only 'pocket desert' and is also home to over 250 species at risk (South Okanagan Naturalist's Club & Wilderness Committee, 2006).<sup>3</sup>

Agriculture plays a key role in the local economy. The Agricultural Land Reserve accounts for approximately 8% of the area and this, combined with an abundance of rich agricultural land, makes the region ideal for farming (Province of BC, 2001).<sup>4</sup> The south Okanagan is best known for its many orchards and is currently the home of more than 40

See  
Toolkit



<sup>3</sup> Proposed South Okanagan Similkameen Nat. Park Reserve Co-published: South Okanagan Naturalists' Club & Wilderness Committee Vol.25 - No.04, Spring 2006

[www.wildernesscommittee.org/campaigns/rainforest/interior/okanagan/reports/Vol25No04](http://www.wildernesscommittee.org/campaigns/rainforest/interior/okanagan/reports/Vol25No04)

<sup>4</sup> Province of BC – Ministry of Agriculture and Lands *Regional District of Okanagan-Similkameen – Agriculture in Brief - 1996 and 2001*

<http://www.agf.gov.bc.ca/resmgmt/sf/agbriefs/ok%5Fsim.pdf>

wineries (Ministry of Agriculture and Lands, 2001).<sup>5</sup> It is also an ideal tourism locale, combining the beauty of the natural environment with warm weather.

The 2006 census yields a current population of 79,475 for the RDOS.<sup>6</sup> It is expected that the RDOS will see a moderate population increase of more than 1.5% per year, or 29,000 additional people by 2031, as outlined below. The current settlement trend in the RDOS is an increasing number of residents settling outside of urban areas, with potential attendant economic, social and environmental costs.

#### **Okanagan-Similkameen Population Projections<sup>7</sup>**

YEAR	POPULATION
2006	79,475
2012	90,640
2017	96,287
2022	101,188
2027	105,361
2031	108,266

Historically, population growth has been higher in the south Okanagan than the Similkameen and significantly higher in the urban than rural areas. Statistics for 1966 indicate that 64.2% of the RDOS population resided in municipalities, a proportion which increased to 71.5% in 1993.<sup>8</sup> Statistics for 2006 indicate a total south Okanagan population of 69,682, of which 65% was found in the municipalities and the remainder in rural areas, including Reserve lands. The last census also indicated a greater population increase in the Similkameen than in the south Okanagan.<sup>9</sup>

The average annual increase for the area has been approximately 0.8 to 1% per year. Population growth is estimated to occur most dramatically in the 55 plus age group, with a reduction in the 15 to 24 age group.<sup>10</sup>

Conversely, the population is becoming younger in the region's Aboriginal communities (Indian and

Northern Affairs Canada, 2006).<sup>11</sup> The Okanagan people are the original inhabitants of the south Okanagan and have strong cultural ties to the land. The RDOS has developed the RGS acknowledging its legal duty and responsibility to consider consultation with First Nations as the original stewards of Okanagan lands and resources and significant landowners in the region.

## **VISION and APPROACH**

*South Okanagan residents value living in a region that celebrates a sense of community that supports a positive quality of life, where people can enjoy sustainable development with environmental integrity while meeting the social and economic needs for present and future generations.*

Key elements of this regional vision expressed by south Okanagan residents are:

- the Agricultural Land Reserve is respected;
- rural areas experience limited population growth and maintain a strong agricultural and resource base;
- an integrated biodiversity conservation strategy protects priority sensitive ecosystems;
- the majority of future population is housed in existing urban areas;
- new development is predominantly mixed-use higher density where parking requirements are reduced;
- new employment is encouraged evenly between Oliver, Osoyoos, Penticton and Summerland;
- transportation emphasizes carpooling, public transit and other alternatives to single occupant automobiles and roadway expansion;
- opportunities to reduce and recycle waste are maximized; and
- best land development practices are used and funding is applied to programs that achieve significant water and energy conservation.

The RGS vision, goals and strategic actions were derived during comprehensive public consultation during which citizens and RGS advisory committees identified the communities' issues, values and priorities. Resources were limited to the extent that little background research was conducted to inform the RGS context.

This approach has led to a responsive RGS that relies on local knowledge and perception about current conditions in the region. While these conditions are not verified with substantive data, two approaches will assist in implementing the RGS to

Toolkit



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<sup>5</sup> Ministry of Agriculture and Lands - BC Grape Industry Overview [www.agf.gov.bc.ca/grape/overview.htm](http://www.agf.gov.bc.ca/grape/overview.htm)

<sup>6</sup> BC Stats: Census 2006: BC Municipal and Regional District 2006 Census Results [www.bcstats.gov.bc.ca](http://www.bcstats.gov.bc.ca)

<sup>7</sup> Population of BC Population Estimates & Projections [www.bcstats.gov.bc.ca](http://www.bcstats.gov.bc.ca) June 15, 2007

<sup>8</sup> Barz, D. and Hogan, F. (1993). Population Profile: 1994 Regional District of Okanagan-Similkameen

<sup>9</sup> [www.bcstats.gov.bc.ca](http://www.bcstats.gov.bc.ca)

<sup>10</sup> Baxter, D. (2005). Urban Futures Strategic Research to Manage Change

<sup>11</sup> Indian and Northern Affairs Canada; [http://www.ainc-inac.gc.ca/ch/rcap/sg/sg4\\_e.html](http://www.ainc-inac.gc.ca/ch/rcap/sg/sg4_e.html)

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build a history of data that can be compared over time:

1. Consider growth management decisions with caution, while recognizing that the absence of information should not postpone decisions. This precautionary approach recognizes that when making many decisions, particularly those dealing with the natural environment and social fabric of communities, it is difficult to have perfect knowledge of all conditions and possible outcomes. When the effect of a decision is somewhat uncertain, that decision should be approached with caution with a view to mitigating the potential long-term negative impacts.
2. Establish a regional monitoring program, as required by the *Local Government Act*, to evaluate progress made on the RGS. The long-term monitoring program will examine the health of a region by tracking a range of economic, environmental and social indicators over time. As RGS indicators are monitored annually, trends and conditions will be revealed and will allow a regional response in adjusted policy and practice. This research will go hand-in-hand with the precautionary approach to provide the foundation on which growth management policies are updated and revised to better reflect the community vision for the region.



---

## Part II: GROWTH MANAGEMENT GOALS and ACTIONS

Guiding the RGS growth management goals are six themes on the region's economy, environment, governance, human settlement, infrastructure and social health, derived in consultation with the south Okanagan communities and RGS advisory committees and articulated in RGS policy and strategic action.

### 1. Promote sustainable ECONOMIC DIVERSIFICATION

#### Economic Goal

Promote the creation of economic opportunities that foster diversification in a sustainable manner for a resilient and prosperous economy in the south Okanagan

Public consultation has identified that providing jobs and opportunities for local residents is of critical concern to the region. What makes this so important is the trend of an aging demographic and diminishing opportunity for youth employment in the south Okanagan.

The RGS is designed to promote the development of industry, retain youth and attract and retain young families to the region by balancing economic interests with ecosystems and social health.

The RGS primary directive for the agricultural industry identifies opportunities for implementation agreements in the south Okanagan - this is reflected in the economic policies and is further developed in the RGS Toolkit under Agriculture.



#### POLICY Ec1

##### Coordinate and partner for regional economic diversification

1. Meet with economic development partners to develop a regional approach to economic diversification and work with the RDOS Board toward a coordinated and collaborative environment for business.
2. Support the development of an inter-regional Economic Development Strategy with a focus on business investment clusters, strategies for business attraction and retention, networking for small business and entrepreneurial support to balance economic interests with ecosystems and social sustainability.
3. Work with Aboriginal leaders to develop partnerships for regional economic diversification.
4. Monitor the effectiveness of RGS economic actions, including annual indicators for key economic measures.

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#### POLICY Ec2

##### Ensure a sustainable local economy which impacts positively on the region's character

1. Encourage and promote the retention of large rural holdings, open spaces, parks and viewscapes that contribute to the region's rural ambience.
2. Consult with and involve the local and inter-regional community on business development proposals and opportunities.
3. Support the retention of the Agricultural Land Reserve while recognizing there is land within the ALR that may not be suitable for agriculture

and land outside the ALR that may be suitable for agriculture.

4. Support the promotion of business retention and attraction to preserve and promote the region's unique geographical and biophysical advantage.
5. Support the promotion and further development of high tech and scientific research facilities such as DRAO and its related spin-off industries to capitalize on the unique geographic advantage of the region as well as its established infrastructure and expertise.

### **POLICY Ec3**

#### **Foster business development in centralized areas**

1. Collaborate to attract clean, high-tech, knowledge-based industry.
2. Encourage mapping of centralized and accessible areas appropriate for new and relocating business to avoid conflicts and fragmentation and capitalize on business advantage.
3. Support development of under-utilized industrial land, protect the existing industrial land base from conversion to other uses and seek out new land in the region to provide more diverse business opportunities.
4. Seek opportunities to support primary and secondary value-added industry in all sectors.



### **POLICY Ec4**

#### **Support and promote tourism and tourism-related activity**

1. Support the promotion of tourism in the south Okanagan in conjunction with regional marketing efforts to target the tourism value of agriculture, high-tech and science research facilities and the rural ambience of the region.
2. Encourage tourism facilities to locate appropriately to enhance and capitalize the business advantage and to meet regional needs.

### **POLICY Ec5**

#### **Support agriculture that contributes to the local economy**

1. Endorse, in principle, a South Okanagan Agricultural Area Plan which promotes the right to farm and protects the agriculture industry, including its water allocation.
2. Support the enhancement of a sustainable, local agricultural industry inclusive of value-added industry.
3. Consider policy and regulation with area farmers and communities to preserve the agricultural land base.



### **POLICY Ec6**

#### **Enhance the diversity of the labour force**

1. Encourage new and diverse business opportunities to build upon the labour force and support the provision of a diversity of skilled workers.
2. Support the development of a regional work-force attraction program that targets skills needed and initiates recruitment and training programs in collaboration with Okanagan educational institutions.
3. Support the creation of economic opportunities for private / public partnerships.
4. Consider policy that encourages labour market skill development.
5. Support and encourage research and development initiatives and programs in conjunction with UBCO and Okanagan College related to key economic and business features of the South Okanagan. These would include agriculture, food processing, wine making, biodiversity, water management, tourism, amenity migration and high tech applications including those based on astrophysical research.



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## 2. Ensure the HEALTH of ECOSYSTEMS

### Environment Goal

Ensure the health of ecosystems in the south Okanagan to provide water, land, air, and biodiversity

The RGS recognizes that the south Okanagan is a unique ecosystem and one of the top four endangered ecosystems in Canada (South Okanagan Naturalists' Club & Wilderness Committee, 2006).<sup>12</sup> Sound environmental planning will ensure that ecosystems in the region continue to provide the ecosystem services – clean air, water, habitat and biodiversity – that compose the environment and are the basis for the quality of life in the south Okanagan.

The RGS environment goal is built upon fundamental principles and assumptions which include:

- all components of the natural environment are respected for their intrinsic value, and valued beyond meeting human and ecological needs;
- the environment should be respected for the ecosystem services that support the well-being of the human species, including human health;
- water has been recognized as one of the key environmental concerns to the south Okanagan and is a priority consideration for environment resource management initiatives;
- current economic efforts do not adequately reflect the inherent value of the environment and social value of a diverse and engaged community.

The RGS primary directive for water explores the opportunities within the Province of BC Convening for Action education and conservation program for the south Okanagan - this is reflected in the environment policies and is further developed in the RGS Toolkit under Water.



### POLICY EN1

#### Coordinate management of regional biodiversity conservation

1. Meet with environment partners to develop a regional approach to biodiversity conservation and work with the RDOS Board toward coordinated biodiversity conservation and ecosystems protection.
2. Support the development of an inter-regional Biodiversity Conservation Strategy by collaborating with ecosystems experts, including those with traditional ecological knowledge, and balance ecosystems interests with economic and social sustainability.
3. Work with Aboriginal leaders to develop partnerships for regional ecosystems health.
4. Monitor the effectiveness of RGS ecosystems actions, including annual indicators for key ecosystem measures.

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<sup>12</sup> PROPOSED SOUTH OKANAGAN SIMILKAMEEN NAT. PARK RESERVE Co-published: South Okanagan Naturalists' Club & Wilderness Committee Vol.25 - No.04, Spring 2006  
[www.wildernesscommittee.org/campaigns/rainforest/interior/okanagan/reports/Vol25No04](http://www.wildernesscommittee.org/campaigns/rainforest/interior/okanagan/reports/Vol25No04)



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## POLICY EN2

### Support environmental stewardship strategies

1. **Develop** policy and regulation to protect the natural environment, including mapping of sensitive ecosystems and designating development permit areas.
2. Collaborate to direct land use and resource-based decisions away from ecologically sensitive areas and encourage land development practices and methods of environmental enhancement that maintain ecosystem health and the ability of natural systems to sustain life.
3. Promote conservation and sustainability of watersheds, wetlands and riparian areas and a green space network to serve as a wildlife corridor.
4. Support the right to farm in balance with best environmental management practices.
5. Support restoring and managing key habitats.

## POLICY EN3

### Reduce contribution to and increase adaptation to climate change

1. **Enact** a policy for green buildings for local government buildings.
2. Work with business and agriculture to apply innovative best practices that include renewable energy technologies and energy efficiency.
3. Consider rebate programs for high-efficiency fixtures, appliances and water efficiency.
4. Investigate the opportunity to use tax and other incentives in the region.
5. Consider the region's vulnerability to climate change in planning responses to proposed and existing activities for their resilience to climate change impacts and minimization of greenhouse gas emissions.
6. Support public awareness and education on climate change to foster best environmental management practices and stewardship.

## POLICY EN4

### Protect regional air quality

1. Further support a coordinated inter-regional approach with the Regional Air Quality Management Plan and supplement the plan to identify best management practices.
2. Implement policies and support best management practices, such as reducing or eliminating residential and industrial burning,

chemical spraying, and controlling air emissions, or other practices that protect the environment.

3. Support public awareness and education to foster best air quality management practices and stewardship.



## POLICY EN5

### Promote water sustainability through conservation and related best practices

1. Apply and promote four guiding principles to manage the water resource capacity and efficiency in the Okanagan basin;
  - a. preserve ecosystems functions to maintain water quantity and quality,
  - b. encourage best water management practices in agriculture,
  - c. reduce residential water use to support population growth in urban areas,
  - d. use best practices to manage water use for industrial, commercial and institutional purposes.
2. Support the development of an inter-regional Water Plan, including consideration of long term plans for upper level water storage / source water protection and work collaboratively with the Okanagan Basin Water Board to further expand on the Okanagan Water Supply and Demand study with other agencies and levels of government.
3. Collaborate with the Water Sustainability Committee of the BC Water and Waste Association, the Water Stewardship Council of the Okanagan Basin Water Board, local governments and others on the management of the inter-regional water resource.
4. Support the development of a water-centric outreach and education program as the next phase of the Convening for Action program.
5. Promote, support and participate in local and basin-wide solutions for **efficient** water management **and conservation** practices.
6. **Support the continued provision of adequate water resources for the agriculture sector, and ensure that adequate and secure access**

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to water for the agriculture sector is a priority over non-essential urban uses.

7. **Support the protection of access to adequate water for the agriculture sector in any future inter-regional Water Plan.**
8. **Recognize that all users will have to cut back their water use in times of drought or where stream health is threatened.**
9. Promote the implementation of universal metering for water service connections, in alignment with policy recommendations proposed by the Okanagan Basin Water Board.
10. Create partnerships to provide infrastructure and services regionally where applicable.



### 3. Promote INCLUSIVE and ACCOUNTABLE GOVERNANCE

#### Governance Goal

Foster inclusive and accountable governance and promote inter- and intra-jurisdictional cooperation for the benefit of south Okanagan residents

Strong communication structures, inclusiveness, accountability and transparent governance begin with leadership. In partnership with all Okanagan-Similkameen partners, the Regional District is continually evolving in its leadership capacity.

The RGS governance goal is built upon some fundamental guiding principles:

- effective governance is integral to the health of the region;
- leadership demonstrated in an open and respectful manner can improve regional and inter-regional cooperation between member municipalities, electoral areas, Aboriginal communities, and the Province;
- enhanced citizen engagement and participation through civic education will contribute to effective governance.



2. Develop agreements with senior levels of government and non-governmental agencies as more responsibility is transferred to local government, in order to build capacity and resources concurrent with the transfer where joint and mutually beneficial decision-making is necessary for sustainable growth management.
3. Develop constructive working agreements which address the interests of both rural and urban residents, to manage growth and plan for the future.
4. Continue to foster dialogue between communities to meet common shared goals, while recognizing and supporting distinct goals.

#### POLICY G2

##### Build and enhance communication and relationship with local Aboriginal communities

1. Develop protocol agreements with the Osoyoos Indian Band and Penticton Indian Band for communication, cost sharing, delivery of services, capacity building and/or development plans.
2. Support the development of a cultural Aboriginal awareness program for local communities and governments.



#### POLICY G1

##### Enhance regional local government partnerships

1. Foster dialogue between electoral areas and municipalities for cost sharing, delivery of services, capacity building and development.

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### **POLICY G3**

#### **Promote participation and education in governance**

1. Support the creation and development of cross-educational governance initiatives within the community.
2. Foster enhanced civic consciousness and participation by providing the public with information about local governance and opportunities for involvement on committees and at community consultation meetings and planning sessions.



### **POLICY G4**

#### **Cultivate effective governance characterized by transparency, accountability and accessibility**

1. Develop a Communication Plan to continue to enhance the transparency and accessibility of local governance.
2. Monitor and evaluate the effectiveness of RGS goals, policy and strategic actions, including a baseline report for the performance indicators and annual and five year indicators.

## 4. Carefully DIRECT HUMAN SETTLEMENT

### Human Settlement and Land Use Goal

Direct development to serviced areas and strengthen the distinct identity of each south Okanagan community

The South Okanagan is composed of diverse settlement areas, from small to large, urban to rural, resort residential to low-density rural residential. These communities are indicated on the Existing Settlement Areas Map (pg. 20).

The RGS recognizes that sustainable land use decisions must be evaluated for their long-term consequences on the built environment, social health, ecosystem function and the economic prosperity of each community.

As a guiding principle, land use decisions should take into account the broader values and needs of south Okanagan residents and the surrounding environment. The ultimate result of RGS goals, policy and strategic action is intended to be economic prosperity, healthy ecosystems and community.

The RGS aims to keep urban settlement compact by encouraging and directing development to concentrate where services are located to protect the integrity of rural areas, including agricultural and ecologically sensitive lands, and maximizing servicing efficiency.

The Growth Management Map (pg. 21) identifies those existing settlement areas where future growth should be directed, in accordance with the policy direction under the Human Settlement goals. On this map, larger south Okanagan communities that have all the necessary services, infrastructure and amenities in place to accommodate future growth are shown as Primary Growth Areas. The substantial majority of future growth in the south Okanagan should be directed to Primary Growth Areas. The Growth Management Map also identifies Rural Growth Areas – established rural settlement areas with some infrastructure and/or amenities in place – where limited further development is anticipated, or where development has been pre-determined.



Context  
pg 8

Primary Growth Areas and Rural Growth Areas are typically characterized by the following:

Primary Growth Areas:

- essential services / amenities are in place to accommodate growth
- all necessary infrastructure is in place

Rural Growth Areas:

- Established rural settlement areas with a minimum of 200 lots and/or dwelling units
- Community water and/or community sewer services in place
- Existing commercial, industrial or parks development

Or,

- Where development has been pre-determined

In those existing communities not shown on the Growth Management Map, it is understood that some infill development that does not significantly increase the number of units or the established density and that respects the character of the communities will occur as these communities evolve over time.

It is further acknowledged that, in those areas not identified for growth, some resource, industrial, public and commercial uses may be considered, as specified in the policies of this section.

The RGS primary directive for growth in the south Okanagan explores the policies of promoting compact urban form and protecting the character of rural areas, including the development of growth management boundaries around both Primary and Rural Growth Areas. This directive is reflected in the Human Settlement policies below.

### POLICY H1

Dialogue between rural and urban communities to direct development to Primary Growth Areas and, to a lesser extent, to Rural Growth Areas,



Map  
pg 20



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pg 3



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**and to coordinate and collaborate on human settlement.**

1. Set growth management boundaries, which may or may not coincide with current municipal boundaries, around Primary Growth Areas, and consider using the Agricultural Land Reserve boundary as the growth management boundary where appropriate, **in coordination with the development of** Regional Context Statements for Official Community Plans, and according to the Implementation Agreement.
2. **Set growth management boundaries around Rural Growth Areas, and consider using the Agricultural Land Reserve boundary as the growth management boundary where appropriate, in electoral area Official Community Plans within a reasonable timeframe and as detailed in the Implementation Agreement.**
3. Collaborate on fringe planning decisions on major development in the vicinity of rural / municipal boundaries.
4. Consider entering into a memorandum of understanding on the process of determining municipal boundary extensions.
5. Respect and protect the ecosystem and environment by directing growth of an urban density and commercial, industrial and institutional uses within the boundaries of south Okanagan primary growth areas, where there is accessibility to services, amenities and employment opportunities.
6. Respect and protect the unique advantages in location, facilities and functional requirements of the DRAO by continuing to minimize development and maximize rural landscape protection within the electromagnetic interference area surrounding the Observatory.

**POLICY H2**

**Promote compact urban form**

1. Recognize Primary Growth Areas where the substantial majority of the region's growth should occur and **Rural Growth Areas** where further limited development **is anticipated**, in accordance with the Growth Management Map (pg.21).
2. Support infill of existing, serviced development areas as a first priority.
3. Create walkable, livable mixed-use neighbourhoods and communities.
4. Encourage accessible commercial, institutional and appropriately located light and heavy industrial development within urban areas.

5. Integrate transportation infrastructure within and between communities.
6. Ensure that new development is adequately serviced according to a community infrastructure plan.
7. Communicate and work with Aboriginal leaders on cost sharing, delivery of services, capacity building and/or development plans.
8. Maintain environmental integrity when considering new development.
9. **Discourage incremental and additional rural growth, including rezoning of large rural land parcels to smaller parcel sizes, outside of Primary Growth Areas and Rural Growth Areas, except where such growth is infill and does not significantly increase the number of units or the established density and that respects the character of its surroundings.**



**POLICY H3**

**Protect the character of rural areas**

1. Strengthen policies in Official Community Plans to discourage incremental and additional rural growth outside of **identified growth areas (see Growth Management Map, pg. 21)**. Proposed developments that do not closely adhere to OCP guidelines for the protection of rural and resource areas **will not be supported**.
2. Identify areas where rezoning to larger minimum lot sizes is necessary to protect agricultural and rural users.
3. Discourage new development in areas of moderate to high risk for natural disasters.
4. Communicate and work with Aboriginal leaders on cost sharing, delivery of services, capacity building and/or development plans.
5. **Consider the following uses outside of identified growth areas only where the uses are not feasible or appropriate in growth areas and where they will have limited adverse effects on their surroundings: resource, industrial, resort (non-residential), small-scale commercial, public**



utility/institutional, parks and recreational development.

#### POLICY H4

##### Protect the agricultural land base and encourage agricultural enterprise

1. Support the establishment of a South Okanagan Agricultural Advisory Committee **to advise the Regional District Board on agricultural matters.**
2. Work collaboratively to develop, set priorities and implement a regional approach to agriculture to strengthen farming and encourage agriculture.
3. Discourage further subdivision of farm parcels.
4. Encourage value-added agricultural activities and agri-tourism which improve farm economic viability while maintaining farming as the primary farming activity.
5. Undertake edge planning to plan for and mitigate the impacts of non-farm uses on farming activities when considering development adjacent to the Agricultural Land Reserve boundary.
6. Support urban growth boundaries that are **consistent** with the Agricultural Land Reserve boundary, and not growth boundaries that encompass land within the ALR.



#### POLICY H5

##### Recognize the critical link between infrastructure, environment, social conditions and human settlement for effective growth management

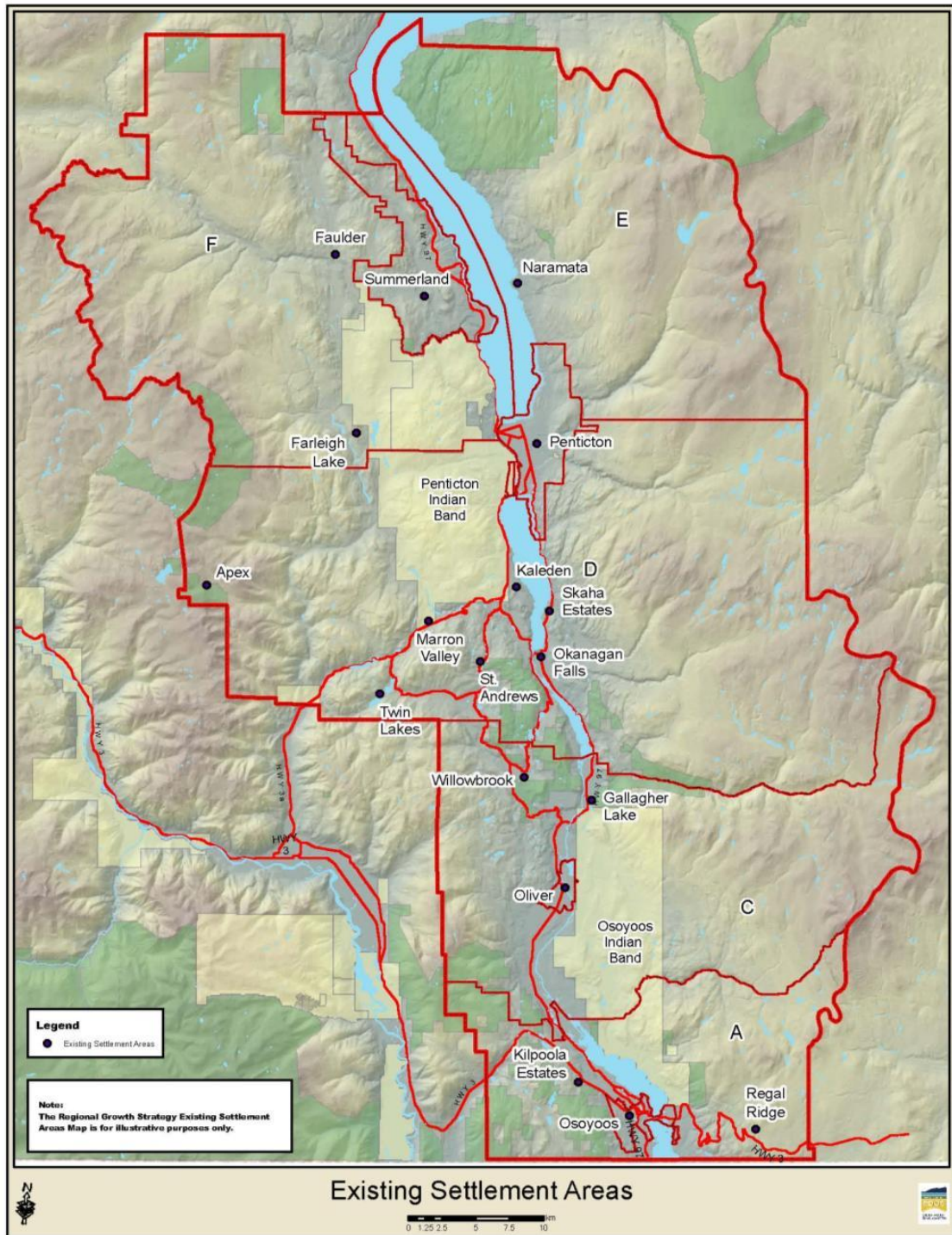
1. Continue to consult with the public, community leaders and professionals to assess current community conditions in the context of effective growth management principles.

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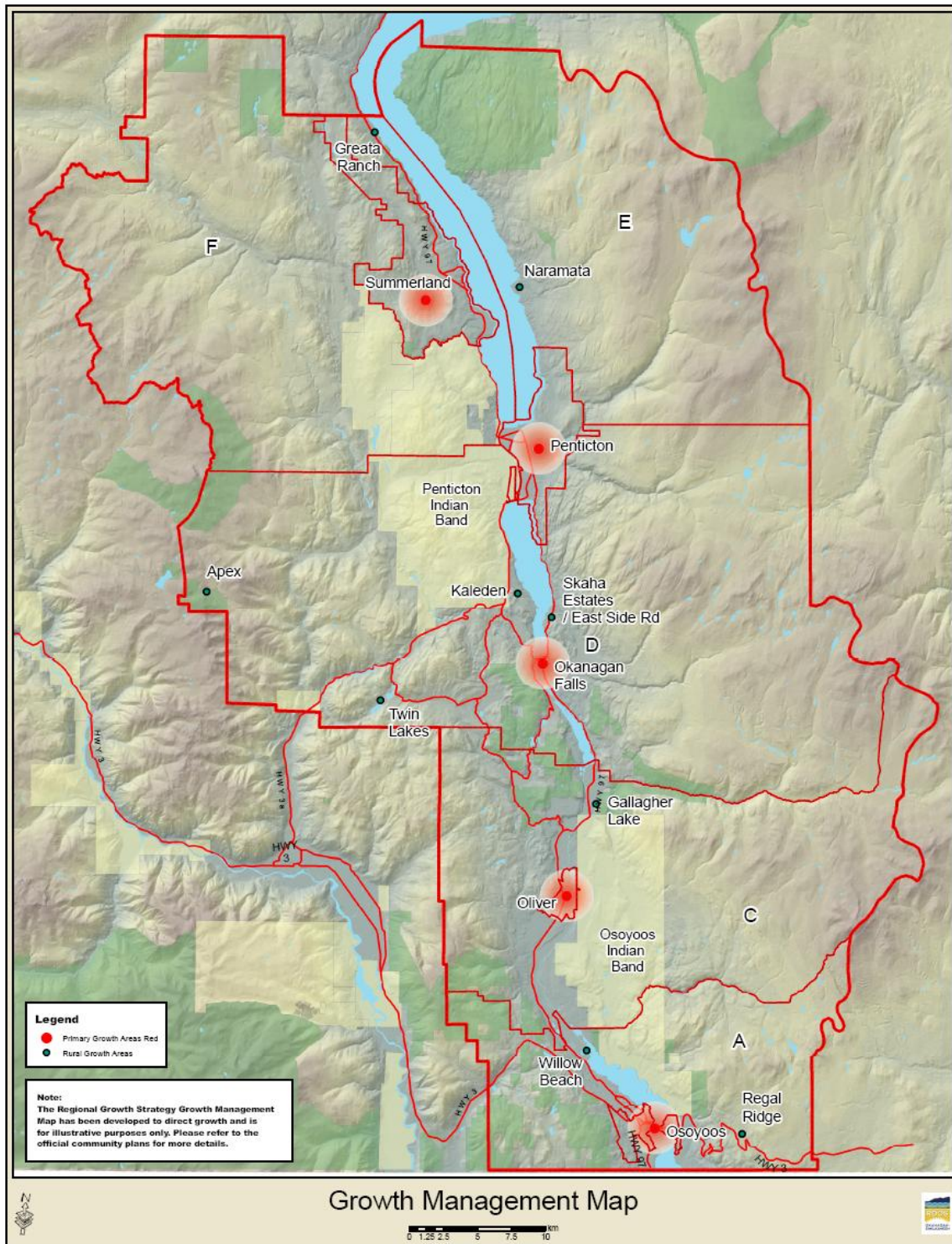
2. Assess and measure **major** development proposals against sustainability assessment checklists in order to determine that the proposal is generally consistent with the intent of the RGS.
3. Support a process and content for the extent of adoption of minor amendments to the RGS to allow for flexibility and minor adjustments within the RGS that do not substantially change the vision and direction of the RGS, and where the process and content for the extent of amendments is not yet complete, defer to a default alternative adoption process identified in the Section 857.1 of the Local Government Act.
4. Where proposals substantially change the vision and direction of the RGS, **or where the addition of one or more new Primary or Rural Growth Areas is considered**, a major amendment to the RGS, subject to the acceptance of all affected **local governments**, is required.
5. **Ensure that proposals for the establishment of new growth areas are evaluated on their individual merits and are assessed by the Sustainability Checklist to ensure consistency with the vision and direction of the RGS.**
6. **Recognize that major changes to established growth management boundaries may be significant regional issues, and therefore, that processes and procedures for communicating and cooperating around such major changes should be developed in the Implementation Agreement.**
7. Monitor the effectiveness of RGS human settlement actions, including annual indicators for key settlement measures.



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pg 3







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## 5. Maximize the EFFICIENT USE of INFRASTRUCTURE

### Infrastructure Goal

Coordinate efforts throughout the south Okanagan that maximize efficient and effective delivery of infrastructure and services, reduce environmental impact and recognize the scarcity of resources

Local governments can work together to increase efficiencies and economies of scale. Infrastructure development extends past conventional jurisdictions and as a result requires communities to collaborate to address the needs of the community as a whole.

The RGS infrastructure goal is built upon some fundamental guiding principles which include:

- respecting the relationship between land use and infrastructure planning – the availability of existing and planned infrastructure upgrades and services is recognized as a major consideration for identifying future growth areas;
- the need to address methods to safeguard both the quality and quantity of a highly variable water supply while meeting the demands made by a complexity of jurisdictional and competing users is a priority for the future;
- by improving the coordinated planning and management efforts on a regional and inter-regional level for infrastructure upgrades and services, there is potential to maximize benefit from economies of scale and increased efficiencies;
- well-planned infrastructure services and standards are important to the overall health, safety and liveability of communities.



### POLICY I1

**Promote ongoing dialogue between rural and urban communities to coordinate and collaborate on infrastructure**

### POLICY I2

**Preferentially direct development where public cost-efficient service and infrastructure is possible**

1. In already serviced developed areas, guide new development to take full advantage of existing physical infrastructure, including roads, sewer systems, schools, parks and recreation and cultural facilities.
2. Direct development to Primary Growth Areas and, **to a lesser extent, to Rural Growth Areas** - new development should occur only in a manner that ensures a cost-effective ability to deliver infrastructure and institutional services such as underground utilities, health facilities, transit, emergency services, schools, and recreation and cultural facilities.
3. Encourage public use of utilities and discourage the establishment of private utilities and services.

### POLICY I3

**Recognize the critical link between water resource management, human settlement and effective growth management**

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## POLICY I4

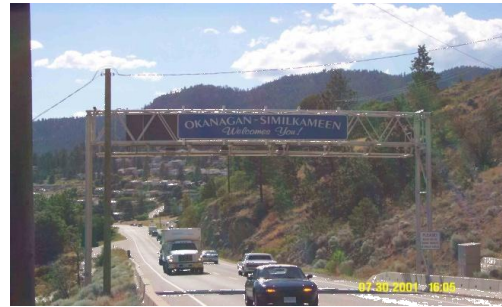
### Minimize waste production through education, regulations that promote reduction and recycling programs in the region

1. Promote and encourage targets for solid and liquid waste reduction.
2. Research and develop best practices, benchmarks, and policies for effective waste management.
3. Support public awareness of waste management and promote waste reduction programs.
4. Continue to implement and monitor the Regional Solid Waste Management Plan.
5. Promote expansion and creation of sewerage areas within urban areas or **Rural Growth Areas**.
6. Update and implement the Regional Liquid Waste Management Plan which will examine environmental concerns and address the links between liquid waste management, nutrient management, and water use.
7. Design growth in a manner that handles waste in an environmentally sound manner to minimize the negative impact on the environment.

## POLICY I5

### Apply innovative and best management practices to increase efficiencies and reduce environmental impacts of infrastructure

1. Integrate storm water management with provincially-mandated watercourse protection strategies.
2. Support projects to improve resource management, including but not limited to water conservation and reuse, ground water management, solid waste management and recycling.
3. Consider hillside development guidelines and alternate development standards, in conjunction with the Province, to reduce environmental impacts of development.
4. Minimize the risks associated with development in the vicinity of natural hazards by identifying and avoiding environmental hazards.
5. Monitor the effectiveness of RGS infrastructure actions, including annual indicators for key infrastructure measures.
6. Identifies sites of potential electrical generation to include hydro-electric generation and wind generation.



## POLICY I6

### Increase transportation options, improve transportation efficiency and reduce automobile dependency

1. Support the creation of an inter-regional Transportation Plan from the regional transportation study, to include comprehensive transportation demand management, innovative transportation options and funding strategies.
2. Support the creation of walkable neighbourhoods and pedestrian / cycle / transit networks that offer both alternative transportation and recreational opportunities, and work with the Province to further develop the pedestrian / cycle network in conjunction with highway improvements.
3. Expand formal agreements with transportation providers for public transportation options beyond current service boundaries.
4. Encourage the identification of land in community cores appropriate for transit hubs.
5. Consider Light Rapid Transit (LRT) as an option to improve community linkages and mitigate the effects of transportation on air quality and climate change.



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**POLICY I7**

**Protect and improve Highway 97 as a key transportation corridor**

1. Work together to set priorities to update Ministry of Transportation road network and transportation plans and identify and implement improvements and expansion where necessary.
2. Ensure the impacts of a high-volume transportation corridor passing through urban centres and rural areas are considered and adequate mitigation measures applied to maintain transportation efficiency and protect community integrity.
3. Work with the Province to identify highway sections that should be carefully planned for limited highway access to ensure public safety and transportation efficiency outside of urban centres.





## 6. Create safe, culturally diverse and HEALTHY COMMUNITIES

### Social Goal

Provide south Okanagan residents with safe, culturally diverse and healthy communities where life-long learning and recreational opportunities are abundant and planned housing choices are accessible

Community involvement, partnerships and networking, local government commitment and the creation of sound public policy are considered important elements for creating a healthy community (BC Ministry of Health, 2005).<sup>13</sup> Some other key factors include diversity of age and culture, accessible (safe, affordable, barrier-free) housing, recreational opportunities, and a range of transportation options.

With the region's population shifting to an older demographic, key planning considerations include housing, transportation and health services. RGS policies are directed at attracting a young and diverse population to maintain a broad demographic profile, which will contribute to the social fabric and vitality of south Okanagan communities.



The RGS primary directive for housing explores accessible housing strategies for the south Okanagan – this is reflected in the social policies and is further developed in the RGS Toolkit under Housing.

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### POLICY S1

#### Support the coordinated management of community health

1. Support the development of an inter-regional Social Health Strategy for coordinated social health action, including applying health impact assessments, prioritizing short and long term health initiatives with regional agencies and balancing social interests with economic and environmental sustainability.
2. Monitor the effectiveness of RGS social actions, including annual indicators for key social health measures.

### POLICY S2

#### Work in partnership to create healthy and safe communities

1. Support the coordination of regional parks and recreation services and trail networks to improve accessibility of recreational opportunities.
2. Support the local health authority to expand regional health promotion programs and a proactive recruitment program to increase medical services in the south Okanagan.
3. Maintain safe and vibrant urban centres by supporting downtown revitalization and neighbourhood planning efforts which foster a sense of public ownership.
4. Support emergency planning and networking of response services both regionally and inter-regionally.
5. Support the local police authority in its awareness programs for crime reduction and watch programs.

<sup>13</sup>BC Healthy Communities , BC Ministry of Health.2005  
[www.bchealthycommunities.ca](http://www.bchealthycommunities.ca)

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### **POLICY S3**

#### **Continue to work towards developing vibrant communities and neighbourhoods**

1. Encourage the development and preservation of 'village centres' and 'distinct neighbourhoods' through the supporting neighbourhood associations and plans.
2. Support communities to work together to identify and obtain desired services.
3. Consider innovative agreements with School Districts to recognize and support school facilities as a valuable neighbourhood resource.
4. Support the celebration of community and local festivities and improve accessibility to public places, recognizing changing demographics and diversity in communities.



### **POLICY S4**

#### **Encourage greater demographic diversity to enhance the social health of the community**

1. Support the creation of economic opportunities that are consistent with other values to encourage young families to migrate to, or remain, in the south Okanagan.
2. Promote healthy and diverse communities that encourage the use of public open spaces for all age and socio-economic levels by requiring a diversity of land uses and housing mixes in communities.
3. Support the development of a regional social network, dissemination of cross-cultural information and programs and services for rural and urban residents.

### **POLICY S5**

#### **Improve accessible housing options in the region**



1. Support or facilitate community objectives for accessible housing integrated within mixed-use neighbourhoods.
2. Develop responsive policy for non-market driven accessible housing, such as emergency and transition housing.
3. Encourage market driven housing by considering policy for new development to meet community objectives for accessible housing.
4. Support the creation of a Regional Housing Society and the establishment of a housing trust fund in partnership with government agencies and programs.
5. Consider supporting accessible housing in communities where services are available that can sustain housing options.

### **POLICY S6**

#### **Support the education and lifelong learning, diversity of culture, heritage and a strong arts community**

1. Support the location and collaboration of education institutions in urban areas.
2. Encourage the creation of affordable education opportunities and foster education and business collaboration between agencies and institutions.
3. Work with providers of local heritage and cultural education programs to preserve and respect different cultural values.
4. Work cooperatively with agencies to create an arts and cultural vision for the region.
5. Encourage development that meets the needs for accessible arts and cultural facilities.
6. Identify and protect important cultural places and structures through policies and other mechanisms.

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## Part III: MONITORING and EVALUATION

### Developing Performance Indicators

The *Local Government Act* requires a regional district to measure its progress on an RGS. Performance indicators selected for the South Okanagan RGS will allow the RDOS to monitor its implementation and progress towards the vision articulated by the community.

The selected indicators are based on the RGS themes. A long list of indicators, derived from a literature review of existing or proposed regional growth strategy monitoring programs from regional districts in British Columbia and other indicator programs, was refined by RGS advisory committees, adjusted following public review, and endorsed by the RGS Steering Committee.

The indicators are intended to answer these and other questions:

1. How fast or slow is the population increasing in the region?
2. Where is the population growth and new development going?
3. How much of the new growth is located in urban areas vs. rural areas?
4. How efficiently is land being used for accommodating growth?
5. Is the agricultural resource base being adequately protected?
6. How intensely are agricultural areas used?
7. How well are sensitive habitats being protected?
8. How efficiently are we consuming resources, such as potable water and energy?
9. How effective is the region in reducing waste going to the landfills?
10. Is drinking water and ambient air quality in the region within levels set by provincial or federal guidelines?
11. How diverse is the housing stock in the community?
12. Is housing affordability an issue in the region?
13. How are we doing in supporting alternative transportation modes and reducing automobile dependence?
14. Where do people work in relation to where they live?
15. How liveable is the region?
16. Do we have enough younger people in the labour force to support a healthy level of economic growth and an aging population?
17. How is the economy changing amongst employment in different sectors of the economy?

A progress report on the RGS is to be prepared annually, and at least every five years the RDOS is to consider reviewing the RGS for possible amendments.

By monitoring the indicators, the RDOS and its south Okanagan member municipalities will be able to identify what is working and where improvements can be made, and take steps to refine its actions to implement the RGS. When considering a review the RDOS must provide opportunity for meaningful input from the local community and provincial and federal agencies.

### Consultation

The development of performance indicators was derived through consultation with the general public, RGS advisory committees and the Inter-governmental Advisory Committee. A total of 80 performance indicators were examined and it was determined that 33 indicators would be used as the primary measure to monitor the effectiveness of the RGS:

- 14 indicators will be tracked for annual updating,
- 19 indicators will be reported on every 5 years.

In order to track the progress of the RGS a baseline report will be required to establish benchmarks to monitor changes over time. These benchmarks will determine the starting point for all indicators of the strategy. The reporting process to the public will include:

- Annual RGS Reports
  - reports yearly on indicators
  - focuses on 14 annual indicators
- 5-year Report
  - reports on all 33 indicators
  - is comprehensive in nature

*What gets measured tends to get done. If you don't measure results, you can't tell success from failure. If you can't recognize success, you can't reward it. If you can't recognize failure, you can't learn from it.*

David Osborne and Ted Gaebler, 1992  
Reinventing Government

## Performance Indicators

TOPIC	INDICATOR	REVIEW FREQUENCY
Population Growth	CTX-1: Total population and annual population growth rate (i) within RGS study area (ii) by municipality and (iii) by rural area	Annual
Biodiversity and Natural Spaces	BNS-1: Annual and cumulative area of parkland and protected areas	Annual
	BNS-2: Percentage of sensitive ecosystems protected or stewarded by general habitat type	5-year
	BNS-3: Percentage of riparian areas protected	5-year
	BNS-4: % of urban or agricultural development in land identified as sensitive habitat as identified in Official Community Plans	5-year
Agriculture	AG-1: Amount of land excluded from Agricultural Land Reserve (a) annually and (b) cumulatively since 1974	Annual
	AG-2: Agricultural Intensity using Gross Farm Receipts per hectare of land farmed	5-year
Human Settlement & Land Use	HS-1: a) Share of 5-year dwelling unit growth and b) cumulative % of dwelling units since 2006 located (i) inside and (ii) outside priority growth area boundaries	5-year
	HS-2: Dwelling unit density in urban areas vs. rural areas	5-year
	HS-3: Proximity to services	5-year
Affordable Housing	AH-1: Housing starts by structural type	Annual
	AH-2: Mix of total dwelling units by structural type	5-year
	AH-3: % of owner households spending 30% or more of gross income on housing	5-year
	AH-4: % of renter households spending 30% or more of gross income on housing	5-year
Transportation	T-1: % of labour force living and working in the same municipality	5-year
	T-2: Median commuter trip distance (km)	5-year
	T-3: (i) Region-wide and (ii) municipal modal share for journey-to-work trips	5-year
	T-4: Length of cycling infrastructure by facility type (multi-user path, bike lane, bike route)	Annual
Energy Use and Air Quality	EE-1: a) total and per capita energy consumption for residential buildings	5-year
	EE-2: Percentage of days ambient air quality exceeds provincial objectives and Canada wide standards for PM2.5 or ground-level ozone	Annual
Water Management	W-1: Water consumption per day: a) per capita residential b) total agricultural, and c) total other sectors	Annual
	W-2: Percentage of water distribution system samples with a positive bacterial detection (total coliform or fecal coliform)	Annual
	W-3: Percentage of water distribution system sample test results exceeding selected drinking water quality guidelines	Annual
Economic Development	ED-1: Percentage breakdown of labour force by age cohort	5-year
	ED-2: Percentage household income distribution	5-year
	ED-3: Percentage breakdown of total income by source	Annual
	ED-4: Total employment by sector	5-year
	ED-5: Trends in tourism i) visits ii) money spent by trend	5-year
Municipal Solid Waste	MSW-1: Municipal solid waste disposed per capita	Annual
	MSW-2: Municipal liquid waste - wastewater generation rates per year	5-year
Social, Cultural, Recreational	SCR-1: Length of trails	Annual
	SCR-2: Crime rates	Annual
	SCR-3: Percentage of total budget committed by municipalities to arts, cultural, diversity, heritage, recreation and new facilities	Annual

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## APPENDIX A

### South Okanagan Growth Scenarios

The SouthOkanaganQUEST (SOQ) inquiry confirmed community participants' desire for the region to move toward best practices to protect the unique nature of the south Okanagan. The results emphasized that planning for the future must consider economic diversity and sustainability, social well-being and the health of the environment, including environmentally sensitive areas, water and air quality. The preferred SOQ scenarios selected by the public and advisory groups contribute to the RGS policy framework.

The SouthOkanaganQUEST (SOQ) program, developed by Envision Tools, was utilized as a communication tool for the RGS to define a preferred future growth scenario. SOQ was designed in partnership with the Regional District to assist in the RGS public dialogue.

The facilitated SOQ dialogue solicited public discussion around making informed decisions on growth management. It was used during public engagement sessions to explore key issues and choices, illustrated consequences for their selections on the environment, economic health and social well-being of the region. SOQ gave the RGS a means of forecasting the next 40 years for the region.

The development of the program began with local input into key data used in the program. The data was derived from current statistics on water use, transportation, energy consumption, land use, the environment, air quality, economic health and projected population growth in the region.

Areas of exploration included key questions such as where people would live, where jobs would be located, how to maximize and conserve local resources to accommodate projected growth, and obtained valuable feedback on preserving and managing future growth in the region.

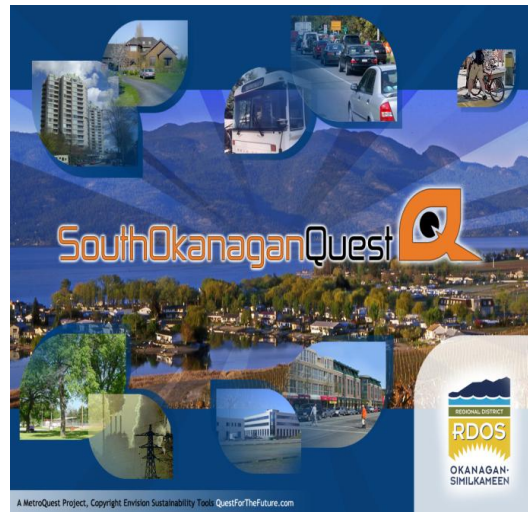
The base assumption made in the development of a preferred growth scenario was the expectation of moderate growth in the region for the next 40 years. This assumption was based on 33% increase in population over that time period, as suggested by David Baxter, a leading Canadian economist of the Vancouver-based Urban Futures Institute.

### Scenario Results

#### Population location

*Where should new residents be encouraged to live?*

South Okanagan residents preferred to protect the Agricultural Land Reserve and encouraged future development to take place in town cores and designated residential growth areas. Further, residents agreed that some development could occur in other areas, including some Crown lands while discouraging development within the ALR.



#### Job Location

*Where will new jobs be encouraged to locate?*

South Okanagan residents preferred to promote multi-nodal development to encourage job growth more evenly distributed amongst Oliver, Osoyoos, Penticton and Summerland in existing and planned commercial, industrial and institutional growth areas and on some ALR, Crown and Aboriginal lands.

#### Transportation Options

*To what extent will the region invest in alternative transportation modes?*

South Okanagan residents preferred to emphasize alternatives and favour carpooling, public transportation and other alternatives, with some road improvement and expansions.



**Solid Waste Management**

*To what extent will waste reduction and recycling programs be implemented?*

South Okanagan residents preferred the achievement of best practices and significantly increased funding for programs that require the use of best practices to reduce and recycle waste from homes and businesses.

**Water Conservation**

*To what extent will water conservation programs be implemented?*

South Okanagan residents preferred the achievement of best practices and significantly increased funding towards programs that require the use of best practices to increase water conservation.

**Energy Conservation**

*To what extent will energy conservation and emphasis on cleaner fuels be implemented?*

South Okanagan residents preferred the achievement of best practices and significantly increased funding towards programs that require the use of best practices to improve energy conservation and use of cleaner fuels.

**Air pollution**

*To what extent will air quality improvement programs be implemented?*

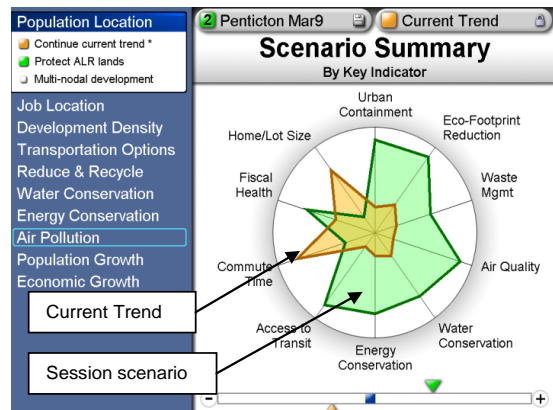
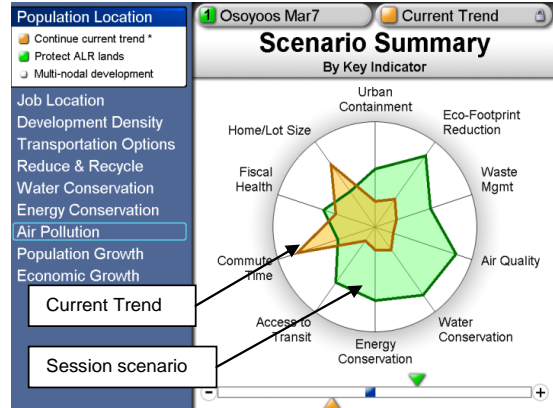
South Okanagan residents preferred to support initiatives that use best practices to reduce air emissions.

**Development Density**

*To which density will new housing and businesses be developed?*

The communities of **Penticton** and **Summerland** preferred a higher density than **Osoyoos** and **Oliver**, a density characterized by new development favouring apartments and townhouses mixed with shops, office towers and reduced parking, while allowing some single-family homes.

In summary, the preferred growth scenarios suggest that local government together with the provincial and federal governments must do more to protect and manage growth in the south Okanagan. This means that more funding must be made available to improve upon the current situation and plan for the future. As individuals living in the valley best practices are not always a responsibility of governments and in some cases the responsibility of south Okanagan residents.







THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Lorrie Coates, Director of Finance  
AUTHORED BY: Renée Belyk, Manager of Financial Services  
SUBJECT: Short term borrowing for Local Sanitary Service Area (Juniper, Miltimore, Willow and Tait)

---

STAFF RECOMMENDATION:

That Council pass the following resolution:

*THAT a short-term borrowing application for a maximum of \$700,000 be submitted to the Municipal Finance Authority (MFA) under Section 175 of the Community Charter, with a specified term not to exceed 5 years with no extension or terms of renewal, to secure interim short-term borrowing for funding the costs to establish the Local Sanitary Service Area (Juniper, Miltimore, Willow and Tait), **be approved.***

PURPOSE:

To secure interim short-term borrowing for funding the costs to establish the Local Sanitary Service Area (Juniper, Miltimore, Willow and Tait).

BACKGROUND:

The addition of the Local Sanitary Service Area (Juniper, Miltimore, Willow and Tait) to extend the sewer service to 25 properties is nearing completion. Bylaw 2015-017 was adopted on May 25, 2015 authorizing the District to borrow for the purposes of adding this service area, with total costs not to exceed \$700,000. Preliminary plans were to secure 20 year, long-term MFA financing, with all of the project and borrowing costs to be recovered by a local service tax.

DISCUSSION:

Long term borrowing from the MFA requires bylaws from the District and the RDOS as well as review by the Province. As the total costs of the project are not yet finalized, there is no longer sufficient lead time available to meet all the requirements in time for the Spring Issue of the MFA. As an interim measure, a short term borrowing will provide the District with the needed funds for the cost of the project. The borrowing will not happen until the final invoicing has been received and the amount borrowed will be the full cost of the project. The short-term financing will be repaid in full upon securing long-term financing through an application submitted for the MFA 2016 Fall Issue.

FINANCIAL IMPLICATIONS:

Repayment of the short-term financing will occur in the fall of 2016. Currently, the MFA floating rate for short term borrowing is 1.34%, whereas the indicative long-term rate for the first 10 year period is 2.86%, and 1.88% for each of the subsequent 5 year periods (20 year total term). Interest will be calculated monthly. There is no additional cost to the property owners with this financing option. The parcel tax will be a 20 year charge as originally expected.

CONCLUSION:

As the addition of the Local Sanitary Service Area (Juniper, Miltimore, Willow and Tait) is nearing completion, the financing needs to be finalized as soon as possible.

OPTIONS:

1. Approve submission of the short-term borrowing application to the MFA.
2. Deny submission of the short-term borrowing application to the MFA.
3. Send the financing requirement back to staff to research alternate options.

Respectfully submitted,

Lorrie Coates  
Lorrie Coates, CPA, CGA  
Director of Finance

Approved for Agenda

Lorrie Coates  
Lorrie Coates, for Linda Tynan, CAO  
December 10, 2015



THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**STAFF REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Katie Karn, Deputy Corporate Officer  
SUBJECT: Summerland Refugee Sponsorship Group

---

**STAFF RECOMMENDATION:**

That Council pass the following resolution:

*WHEREAS Summerland Council wishes to provide a leadership role to assist in the Syrian refugee crisis and to welcome refugees to our community;*

*AND WHEREAS members of the community have formed a Summerland Refugee Sponsorship Group to identify resources and coordinate a community response in supporting refugee families who may choose Summerland as their new home;*

*BE IT RESOLVED THAT the District of Summerland provide administrative and technical support, where able, to the Summerland Refugee Sponsorship Group;*

*AND FURTHER THAT Councillor Doug Holmes be appointed as Council liaison to the Summerland Refugee Sponsorship Group.*

**PURPOSE:**

For Council to consider support of the Summerland Refugee Sponsorship Group.

**BACKGROUND and DISCUSSION:**

Summerland was the first Okanagan community to welcome Syrian refugees in March 2015. A public meeting was held December 2, 2015 at which approximately 80 people attended to learn about the humanitarian crisis and to express interest in helping.

Councillor Holmes will be speaking to the above noted recommendation, and provided staff with the following background information pertaining to the current Syrian refugee status:

*An estimated 11 million Syrians – half the country’s population – have fled their homes since the outbreak of civil war in March 2011. They have taken refuge in neighbouring countries or within Syria itself. Approximately 4 million refugees currently reside in camps run by the United Nations High Commissioner for Refugees (UNHCR) outside Syrian borders in Lebanon, Jordan, and Turkey.*

*When refugees have no hope of returning home, UNHCR works to find opportunities for them to rebuild their lives in another country. Canada is one of UNHCR's leading resettlement partners and the federal government has pledged to take in 25,000 Syrian refugees by the end of February 2016. This is the largest refugee resettlement plan since 1980.*

*Refugees will be coming to Canada either as Government Assisted Refugees (GAR), in which the federal government pays income support up to one year, or as Privately Sponsored Refugees (PSR), in which 50% of support funds are raised by local sponsors.*

*Immigration, Refugees and Citizenship Canada envisions refugees being distributed relatively evenly across the country but says it will need municipal governments to coordinate and welcome refugees into their new communities.*

**OPTIONS:**

1. Council approve the above noted recommendation;
2. Council receive for information the report regarding the Summerland Refugee Sponsorship Group; or
3. Another recommendation, as determined by Council.

Respectfully Submitted

Katie Karn

Katie Karn  
Deputy Corporate Officer

**Approved for Agenda**

Lorrie Coates

Lorrie Coates, for Linda Tynan, CAO  
December 7, 2015



THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Jeremy Denegar, Director of Corporate Services  
SUBJECT: Paddleboard Business at Peach Orchard Beach

---

**STAFF RECOMMENDATION:**

That Council pass the following resolution:

*THAT the proposed paddleboard business as described in the council report submitted by the Director of Corporate Services dated December 14, 2015, be permitted to operate on District property at Peach Orchard Beach;  
AND THAT staff be directed to negotiate a License of Occupation at fair market rent for the operation of the business, for a term not to exceed 3 years.*

**PURPOSE:**

To provide direction to staff on permitting a paddleboard business to operate from Peach Orchard Beach.

**BACKGROUND and DISCUSSION:**

A long-time resident of Summerland has approached the District with a request to operate a new paddleboard rental business at Peach Orchard Beach during the summer season. The *Parks Regulation Bylaw* prohibits the operation of a business in a park without permission of Council, thus staff are seeking Council's direction.

The proposed business would operate from a 15 foot patch of lawn next to the washroom facility (see map attached as Scheduled A). Each morning, the business owner would drive a trailer of 8-10 paddleboards and lifejackets to the beach, set them up on the lawn under a 10x8 foot pop-up tent with a couple of small teardrop flags, and rent the paddleboards to adults and children who are at the beach. Each evening, the owner would pack everything up and vacate the beach.

This proposal has been discussed by senior staff and is supported by all departments, as it could help add liveliness to Summerland's waterfront by providing a fun and healthy activity for residents and visitors of Summerland.

A comparable business is operating along the beachfront at the north edge of Peachland's Memorial Park and has become very popular with both visitors and residents. It has added liveliness to the area with negligible impact on the park's users.

LEGISLATION and POLICY:

Section J of the *Parks Regulation Bylaw* states that "No person may sell any refreshments or any article or thing, or conduct any business in a Park, except with the permission of the Council."

FINANCIAL IMPLICATIONS:

Potential rental revenue of \$200-400 per month while the business is operating at the beach, plus \$175 per year for a business license.

OPTIONS:

1. Direct staff to negotiate a License of Occupation, as recommended by staff; or
2. Refer back to staff for other options.

Respectfully Submitted



Jeremy Denegar  
Director of Corporate Services

**Approved for Agenda**



Lorrie Coates, for Linda Tynan, CAO  
December 10, 2015



Schedule A  
Map of Subject Area





THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Jeremy Denegar, Director of Corporate Services  
SUBJECT: RCMP Air Services and Firearms Office Occupancy Agreements

---

**STAFF RECOMMENDATION:**

That Council pass the following resolution:

*THAT the request by the RCMP for an occupancy agreement with the District of Summerland for the Air Services Office in the RCMP detachment building located at 9101 Pineo Court, be supported;*

*AND THAT the request by the RCMP for an occupancy agreement with the District of Summerland for the Canadian Firearms Office in the RCMP detachment building located at 9101 Pineo Court, be supported;*

*AND FURTHER THAT the Mayor and Corporate Officer be authorized to execute all documents related to this matter.*

**PURPOSE:**

To formalize the occupancy of both the Air Services Office and the Canadian Firearms Office in Summerland's RCMP detachment building.

**BACKGROUND and DISCUSSION:**

Upon completion of the new Summerland RCMP detachment building at 9101 Pineo Court, Air Services and Canadian Firearms occupied portions of the new facility.

Although both Air Services and Canadian Firearms are RCMP operations, they are not included in the *Municipal Police Unit Agreement* between the District of Summerland and the RCMP, as they are regional/provincial services rather than Summerland-specific services. The RCMP have been paying fair market rent to the District of Summerland for the use of these offices and the District is maintaining these spaces along with the rest of the facility, therefore it is in the best interests of both parties to formalize this arrangement with a legal agreement.

Although this is a pre-existing rental arrangement, staff are seeking direction from Council to formalize it with a legally-binding Occupancy Agreement.

**FINANCIAL IMPLICATIONS:**

Rental revenue to the District will continue as follows:

- Air Services Office = \$5,400 per year
- Canadian Firearms Office = \$8,580 per year

OPTIONS:

1. That the request by the RCMP for an occupancy agreement with the District of Summerland for the Air Services Office in the RCMP detachment building located at 9101 Pineo Court, be supported; and that the request by the RCMP for an occupancy agreement with the District of Summerland for the Canadian Firearms Office in the RCMP detachment building located at 9101 Pineo Court, be supported; and further that the Mayor and Corporate Officer be authorized to execute all documents related to this matter, as recommended by staff.
2. Refer back to staff for other options.

Respectfully Submitted



*Jeremy Denegar*  
Director of Corporate Services

**Approved for Agenda**



**Lorrie Coates, for Linda Tynan, CAO**  
**December 10, 2015**



THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Jeremy Denegar, Director of Corporate Services  
SUBJECT: Cancellation of December 28, 2015 Regular Meeting of Council

---

STAFF RECOMMENDATION:

That Council pass the following resolution:

*THAT the Regular Meeting of Council scheduled for December 28, 2015, be cancelled.*

PURPOSE:

To correct an error in the originally adopted 2015 Council meeting schedule by cancelling the December 28, 2015 regular meeting of Council.

BACKGROUND and DISCUSSION:

At the December 8, 2014 regular meeting of Council, a resolution was passed to adopt the 2015 Council meeting schedule. In error, this schedule included a meeting on December 28, 2015, even though the Municipal Hall is regularly closed between December 25 and January 1 for the holidays. As staff are not working and the Municipal Hall is closed during this time, it is recommended that this meeting be cancelled.

LEGISLATION and POLICY:

The *Council Procedure Bylaw* requires a resolution to cancel a scheduled Regular Meeting of Council.

FINANCIAL IMPLICATIONS:

None.

OPTIONS:

1. That the Regular Meeting of Council scheduled for December 28, 2015, be cancelled, as recommended by staff.
2. Refer back to staff for other options.

Respectfully Submitted

A handwritten signature in black ink that reads "Jeremy Denegar".

Jeremy Denegar  
Director of Corporate Services

Approved for Agenda

A handwritten signature in black ink that reads "Lorrie Coates".

Lorrie Coates, for Linda Tynan, CAO  
December 8, 2015



THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**COUNCIL REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Jeremy Denegar, Director of Corporate Services  
SUBJECT: Deputy Corporate Officer Appointment

---

STAFF RECOMMENDATION:

That Council pass the following resolution:

*THAT the Chief Administrative Officer be appointed on an interim basis as Deputy Corporate Officer, effective December 24, 2015.*

PURPOSE:

To establish the Deputy Corporate Officer position on an interim basis.

BACKGROUND and DISCUSSION:

The Deputy Corporate Officer position is established to ensure that information can be processed in the absence of the Corporate Officer. Due to the scheduled departure of the current Deputy Corporate Officer on December 24, 2015, staff recommend that the Chief Administrative Officer be given the role of Deputy Corporate Officer until the position is filled in the new year.

LEGISLATION and POLICY:

Section 148 of the *Community Charter* specifies the requirement for, and duties of, a Corporate Officer, which also applies to their Deputy. The *Officer Positions Establishment Bylaw No. 2000-157* establishes this role for the District of Summerland.

FINANCIAL IMPLICATIONS:

n/a

OPTIONS:

1. That the Chief Administrative Officer be appointed on an interim basis as Deputy Corporate Officer, effective December 24, 2015, as recommended by staff.
2. Refer back to staff for other options.

Respectfully Submitted

A handwritten signature in black ink that reads "Jeremy Denegar". The signature is written in a cursive style and is positioned above a horizontal line.

Jeremy Denegar  
Director of Corporate Services

**Approved for Agenda**

A handwritten signature in black ink that reads "Lorrie Coates". The signature is written in a cursive style and is positioned above a horizontal line.

Lorrie Coates, for Linda Tynan, CAO  
December 8, 2015



THE CORPORATION OF THE  
DISTRICT OF SUMMERLAND  
**STAFF REPORT**

DATE: December 14, 2015  
TO: Linda Tynan, Chief Administrative Officer  
FROM: Katie Karn, Deputy Corporate Officer  
SUBJECT: Development Cost Charges Bylaw Amendment (Small Residential Buildings) – Adoption

---

STAFF RECOMMENDATION:

That Council pass the following resolution:

*THAT Bylaw No. 2015-023, "Amendment of Development Cost Charges Bylaw No. 2000-194 (Small Residential Buildings)", be adopted.*

PURPOSE:

To adopt an amendment to the Development Cost Charges (DCC) bylaw to remove an unintended exemption that allows multi-unit development constructed as duplexes or triplexes to avoid paying Development Cost Charges.

BACKGROUND and DISCUSSION:

Bylaw No. 2015-023 received three readings at the Regular Council meeting on September 14, 2015. All Development Cost Charges bylaws and any corresponding amendments thereto must be forwarded to the Ministry for Statutory Approval prior to adoption, as per Section 937 of the *Local Government Act*. Statutory Approval was granted on December 1, 2015, and Bylaw No. 2015-023 may now proceed for adoption.

OPTIONS:

1. Adopt the bylaw.
2. Move a motion not to proceed with the bylaw, should Council not wish to proceed.

Respectfully Submitted

Katie Karn

Katie Karn  
Deputy Corporate Officer

Approved for Agenda

Lorrie Coates

Lorrie Coates, for Linda Tynan, CAO  
December 9, 2015



**THE CORPORATION OF THE DISTRICT OF SUMMERLAND**

**BYLAW NO. 2015-023**

**A BYLAW TO AMEND DEVELOPMENT COST CHARGES BYLAW NO. 2000-194  
WITH RESPECT TO SMALL RESIDENTIAL BUILDINGS**

---

WHEREAS the Council has adopted a development cost charge bylaw; and

WHEREAS the Council may, in a development cost charge bylaw, provide that a charge is payable in relation to a building permit that authorizes the construction of a building that will contain fewer than four self-contained dwelling units and that would, but for such a bylaw provision, be exempt from development cost charges under the *Local Government Act*;

NOW THEREFORE the Municipal Council of the Corporation of District of Summerland, in open meeting assembled, enacts as follows:

1. THAT Development Cost Charges Bylaw No. 2000-194 be further amended as follows:
  - (a) deleting Section 5(a)(ii), and all of its subsections in entirety, and renumbering all subsequent sections;
  - (b) deleting from Section 6, "Calculation of DCC", the sentence that starts with "If a Development would otherwise be subject to DCC..."; and
  - (c) adding new Section 7(a)(iii), as follows:
    - "(iii) for buildings containing one, two or three dwelling units immediately before the issuance of a Building Permit for the Development by the District."
2. Bylaw No. 2015-023 may be cited as "Amendment of Development Cost Charges Bylaw No. 2000-194 (Small Residential Buildings)".

Read a first, second and third time this 14<sup>th</sup> day of September, 2015.

Approved by the Ministry of Community, Sport and Cultural Development  
this 1<sup>st</sup> day of December, 2015.

Adopted by the Municipal Council this      day of      , 2015.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Corporate Officer