

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD of DIRECTORS MEETING



REGULAR AGENDA

Thursday, January 23, 2025

9:00 am

Pages

A. APPROVAL OF AGENDA

(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

That the Agenda for the RDOS Board Meeting of January 23, 2025 be adopted.

A.1 Consent Agenda - Corporate Issues

(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the Consent Agenda Corporate Services be adopted.

A.1.1 Planning and Development Committee

6

THAT the Minutes of the January 9, 2025 Planning and Development Committee meeting be adopted.

A.1.2 RDOS Board of Directors

7

THAT the Minutes of the January 9, 2025 RDOS Board of Directors meeting be adopted.

B. DEVELOPMENT SERVICES - Rural Land Use Matters

B.1 Petition to Enter Water Service Area – Electoral Area “E” (E2020.001-SAP)

12

(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the Naramata Water System Local Service Establishment Amendment Bylaw No. 2896, 2020, be read a third time.

B.2 Agricultural Land Commission Referral (Non-Farm Use) – Electoral Area “E” (E2024.007-ZONE)

21

(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT the RDOS Board “authorize” the application to allow for a vacation rental in an accessory dwelling as a non-farm use on the parcel located at 2864 Arawana Road (Lot 13, Plan KAP576, District Lot 207, SDYD) to proceed to the Agricultural Land Commission.

- B.3 Agricultural Land Commission Referral Non-Farm Use – Electoral Area “I” (I2024.006-ALC)** 28
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT the RDOS Board “authorize” the application to move soil as a non-farm use on the parcel located at 2580 Green Lake Road, (Lot 1, Plan EPP1591, District Lot 34S, SDYD) to proceed to the Agricultural Land Commission.

- B.4 Development Variance Permit Application — Electoral Area “D” (D2024.030-DVP)** 34
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT Development Variance Permit No. D2024.030-DVP, to allow for the placement of a manufactured home and construction of a carport at 4838 Bassett Avenue, be approved.

- B.5 Development Variance Permit Application — Electoral Area “D” (D2024.034-DVP)** 52
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT Development Variance Permit No. D2024.034-DVP, to allow for a 532 m² parcel to be created through subdivision without underground wiring and pre-ducting at 1205 Maple Street, Okanagan Falls, be denied.

- B.6 Development Variance Permit Application — Electoral Area “E” (E2024.035-DVP)** 62
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT Development Variance Permit No. E2024.035-DVP, to allow for the construction of an accessory building at 845 Kinney Road, be denied.

C. PUBLIC WORKS

- C.1 Solid Waste Management Plan – PAC New Members and Alternate Committee Chair** 72
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the Regional District appoint an alternate Director to chair the Public Advisory Committee meetings and the Technical Advisory Committee meetings for the review and update of Solid Waste Management Plan in the absence of the appointed Director; and further,

THAT the Regional District approve the addition of the Public Advisory Committee members as outlined in the administrative report by Senior Manager of Public Works dated on January 23, 2025.

D. COMMUNITY SERVICES

D.1 New Transit Stop and Shelters for Gallagher Lake and Hedley
(Uneighted Corporate Vote - Simple Majority)

74

RECOMMENDATION

THAT the RDOS apply for two grant funding opportunities to allow acquisition, design and construction of two transit stops, namely:

1. BC Transit New Shelter Program
2. Ministry of Transportation and Transit Minor Betterments Program

E. PROTECTIVE SERVICES

E.1 Update to the Search and Rescue Service Agreement – 2024
(Weighted Corporate Vote - Majority)

76

RECOMMENDATION

THAT the Board approve the 2024 Search and Rescue Service Agreement as presented ; and,

THAT the biennial review process outlined in the 2024 agreement be implemented to ensure the agreement remains relevant and effective.

F. LEGISLATIVE SERVICES

F.1 Okanagan Falls Incorporation Referendum
Report to follow.

F.2 Electoral Area “C” (Oliver Rural) – Alternate Director and External Agency Appointments

86

To advise the Board of the new director for Electoral Area “C”

F.3 Items Removed from Consent Agenda

This is held for items pulled off the Consent Agenda - Legislative Services.

G. CAO REPORTS

G.1 Verbal Update

G.2 SILGA Resolutions
Report to follow.

H. OTHER BUSINESS

H.1 Chair's Report

H.1.1 Notice of Motion

THAT an Electoral Area Committee terms of reference be developed by staff and a consultant, reflecting that the Committee will consider planning matters only;

THAT the Committee consist of the nine Electoral Area Directors;

THAT the Committee meet on the same day as Regular Board meetings;

THAT the terms of reference indicate that an Open Discussion opportunity appear on each agenda;

THAT a workshop be held as soon as practicable to review the draft terms of reference;

THAT the Regional District pilot the Electoral Area Committee for a 6-month period; and,

THAT at the conclusion of the 6-month pilot period, the Committee be analyzed for effectiveness.

H.2 Directors Motions

H.3 Board Members Verbal Update

H.3.1 Board Representation

1. Municipal Finance Authority – *Pendergraft, C. Watt (Alternate)*
2. Municipal Insurance Association – *Pendergraft, Taylor (Alternate)*
3. Okanagan Basin Water Board - *McKortoff, Holmes, Fedrigo (Alternate), Monteith (Alternate), Taylor (Alternate)*
4. Okanagan Film Commission – *S. Coyne, Fedrigo (Alternate)*
5. Okanagan Regional Library – *Fedrigo, Monteith (Alternate)*
6. Okanagan-Kootenay Sterile Insect Release Board – *Bush, Roberts (Alternate)*
7. Southern Interior Municipal Employers Association – *S. Coyne (Alternate)*
8. Starling Control – *Bush*
9. Economic Trust of the Southern Interior (ETSI-BC) - *Johansen, McKortoff, Bloomfield, Roberts (Alternate)*

I. ITEMS COMING OUT OF CLOSED SESSION

J. **ADJOURNMENT**
RECOMMENDATION
THAT the meeting adjourn.

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Planning and Development Committee

Thursday, January 9, 2025

RDOS Boardroom

101 Martin Street, Penticton, BC V2A 5J9



MEMBERS PRESENT: Vice-Chair J. Wiebe, Village of Keremeos
Director R. Barkwill, Summerland
Director Bloomfield, City of Penticton
Director G. Bush, Electoral Area "B"
Director B. Coyne, Electoral Area "H"
Director S. Coyne, Town of Princeton
Director A. Fedrigo, Electoral Area "E"
Director R. Gettens, Electoral Area "F"
Director I. Gilbert, City of Penticton
Director R. Graham, City of Penticton
Director D. Holmes, District of Summerland
Director M. Johansen, Town of Oliver
Director H. Konanz, City of Penticton
Director S. McKortoff, Town of Osoyoos
Director S. Monteith, Electoral Area "I"
Director M. Pendergraft, Electoral Area "A"
Director T. Roberts, Electoral Area "G"
Director M. Taylor, Electoral Area "D"
Director C. Watt, City of Penticton
Alt. Director I. Chahal, Electoral Area "C"

STAFF PRESENT: J. Zaffino, CAO
M. Koch, Managing Director
A. Fillion, Managing Director
C. Malden, Corporate Officer
N. Evans-MacEwan, CFO

The meeting was called to order at 12:11 pm.

A. APPROVAL OF AGENDA

MOVED and SECONDED

THAT the Agenda for the Planning and Development Committee Meeting of January 9, 2025 be adopted.-**CARRIED**

B. Land Use Bylaw Amendments — SSMUH Implementation (X2025.001-ZONE)

MOVED and SECONDED

THAT the Okanagan Valley Zoning Bylaw be amended so that the RS1 and RD1 zones are brought into compliance with the SSMUH requirements of the Local Government Act.-**CARRIED**

C. ADJOURNMENT

MOVED and SECONDED

THAT the meeting adjourn at 12:45 pm-**CARRIED**

J. Wiebe, Vice-Chair

C. Malden, Corporate Officer

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Thursday, January 9, 2025

RDOS Boardroom

101 Martin Street, Penticton, BC V2A 5J9



MEMBERS PRESENT: Chair M. Pendergraft, Electoral Area "A"
Vice-Chair C. Watt, City of Penticton
Director R. Barkwill, Summerland
Director J. Bloomfield, City of Penticton
Director G. Bush, Electoral Area "B"
Director B. Coyne, Electoral Area "H"
Director S. Coyne, Town of Princeton
Director A. Fedrigo, Electoral Area "E"
Director R. Gettens, Electoral Area "F"
Director R. Graham, City of Penticton
Director I. Gilbert, City of Penticton
Director D. Holmes, District of Summerland
Director M. Johansen, Town of Oliver
Director H. Konanz, City of Penticton
Director S. McKortoff, Town of Osoyoos
Director S. Monteith, Electoral Area "I"
Director T. Roberts, Electoral Area "G"
Director M. Taylor, Electoral Area "D"
Director J. Wiebe, Village of Keremeos
Alt. Director I. Chahal, Electoral Area "C"

STAFF PRESENT: J. Zaffino, CAO
N. Evans-MacEwan, CFO
M. Koch, Managing Director
C. Malden, Corporate Officer
A. Fillion, Managing Director

The meeting was called to order at 9:01 am.

The Board held a minute of silence to honour the passing of Rick Knodel, Director for Electoral Area "C".

A. APPROVAL OF AGENDA

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

That the Agenda for the RDOS Board Meeting of January 9, 2025 be adopted.-**CARRIED**

A.1 Consent Agenda - Corporate Issues

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

THAT the Consent Agenda Corporate Services be adopted.-**CARRIED**

A.1.1 Parks and Recreation Commissions

A.1.1.1 Okanagan Falls Parks and Recreation

THAT the Minutes of the November 28, 2024, Okanagan Falls Parks and Recreation Commission meeting be received.

A.1.2 Planning and Development Committee

THAT the Minutes of the December 19, 2024 Planning and Development Committee meeting be adopted.

A.1.3 RDOS Board of Directors

THAT the Minutes of the December 19, 2024 RDOS Board of Directors meeting be adopted.

Director S. Coyne left the meeting.

B. DEVELOPMENT SERVICES - Building Inspection

B.1 Building Bylaw Infraction - 2844 Gammon Road (Electoral Area "E")

(Weighted Corporate Vote - Majority)

Directors Bloomfield and Fedrigo recused themselves from the meeting due to conflicts of interest.

MOVED and SECONDED

THAT a Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the of the *Community Charter*, (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 2, Plan 44573, District Lot 207, SDYD due to certain works having been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2805, 2018; and

THAT injunctive action be commenced against the property owners if, after Jan 23, 2025, the property is not in compliance with the Regional District of Okanagan-Similkameen Building Bylaw No. 2805, 2018. **-CARRIED**

C. DEVELOPMENT SERVICES - Rural Land Use Matters

C.1 Petition to Enter Service Area – Electoral Area "D" (D2024.002-SAP)

Directors Bloomfield, S. Coyne, and Fedrigo returned to the meeting.

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

THAT the Okanagan Falls Water Service Establishment Amendment Bylaw 2978.02, 2024 be adopted. **-CARRIED**

- C.2 Allocation of provincial SSMUH funding – DCC Bylaw Review

(Weighted Corporate Vote - Majority)

MOVED and SECONDED

THAT the allocation of the remaining grant funding received from the Ministry of Housing in support of Small-Scale Multi-Unit Housing (SSMUH) implementation be allocated to the Development Cost Charge (DCC) Bylaw Review.-**CARRIED**

- C.3 Land Use Application Notification During Postal Work Stoppage (X2024.003-DPB)

(Unweighted Rural Vote - 2/3 Majority)

MOVED and SECONDED

THAT the Regional District of Okanagan-Similkameen Development Procedures Amendment Bylaw No. 2500.37, 2024, be read a first, second and third and be adopted.-**CARRIED**

D. PROTECTIVE SERVICES

- D.1 2025 Transforming Systems Grants (Vancouver Foundation) Grant Program Funding Application

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

THAT the Board approve submitting a grant application for the 2025 Transforming Systems Grant (Vancouver Foundation) in the amount of \$300,000 over a three year period.-**CARRIED**

- D.2 Fire Protection Agreement between RDOS and City of Penticton

(Weighted Corporate Vote - Majority)

MOVED and SECONDED

THAT the Board approve the Fire Protection Services agreement between the City of Penticton and the Regional District of Okanagan-Similkameen.-**CARRIED**

E. FINANCE

- E.1 RDOS 2025-2029 Five Year Financial Plan Bylaw No.3102,2025

(Weighted Corporate Vote - Majority)

MOVED and SECONDED

THAT the change requests, as listed in appendix one and two of the January 9, 2025 RDOS 2025-2029 Five Year Financial Plan Bylaw No.3102,2025 administrative report, be approved, and further,

THAT the board direct staff to adjust the budget for the second reading to reflect changes as directed by the Board, and further,

THAT Bylaw No.3102, 2025, being a bylaw of the Regional District of Okanagan-Similkameen to adopt the 2025-2029 Five Year Financial Plan be read a first time.-

CARRIED

Erick Thompson, Manager of Communications and Engagement, provided a communication plan for public engagement regarding the budget and RDOS services to the Board.

F. LEGISLATIVE SERVICES

F.1 Freedom of Information Applications 2024

The Corporate Officer provided the Board of Directors a summary of requests received in 2024 for access to records under the *Freedom of Information and Protection of Privacy Act* to the Board.

F.2 Vintage Views and Lakeshore Waterworks Service Establishment Bylaws

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

THAT third reading of Vintage Views Waste Water System Service Establishment Bylaw No. 3068, 2024, be rescinded and the bylaw re-read a third time as amended; and,

THAT third reading of Lakeshore Waterworks System Service Establishment Bylaw No. 3071, 2024, be rescinded and the bylaw re-read a third time as amended.-**CARRIED**

G. CAO REPORTS

G.1 SILGA Resolutions and Meetings

G.2 Verbal Update

H. OTHER BUSINESS

H.1 Chair's Report

H.2 Directors Motions

H.3 Board Members Verbal Update

I. CLOSED SESSION

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

THAT in accordance with Section 90(1)(c), & (j) of the *Community Charter*, the Board close the meeting to the public on the basis of labour relations or other employee relations, and information that is prohibited, or information that if it were presented in a document would be prohibited, from disclosure under section 21 of the [Freedom of Information and Protection of Privacy Act](#).-**CARRIED**

The meeting closed to the public at 10:40 am and reopened to the public at 11:37 am.

J. ADJOURNMENT

MOVED and SECONDED

THAT the meeting adjourn at 11:38 am.-**CARRIED**

M. Pendergraft, Chair

C. Malden, Corporate Officer

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: January 23, 2025
RE: Petition to Enter Water Service Area – Electoral Area “E” (E2020.001-SAP)

Administrative Recommendation:

THAT the Naramata Water System Local Service Establishment Amendment Bylaw No. 2896, 2020, be read a third time.

Purpose: To extend Water System service to three (3) parcels in Naramata Folio: E-07171.100/.500/.600
Legal: Lots 4-5, Plan EPP60812, District Lot 2711, SDYD; and Lot A, Plan KAP59640, District Lot 3474, SDYD
Civic: 3440, 3580 & 3690 Arawana Forestry Road
OCP: Resource Area (RA) Zone: Resource Area Site Specific (RAs)

Purpose:

The applicant has submitted a petition to the Regional District seeking to include the subject properties within the Naramata Water Service, which provides for the supply, treatment, conveyance, storage and distribution of water within the community.

In support of this request, the applicant has stated, amongst other things, that:

- including these properties in the water service area will allow any future campground use to obtain water from a new upper-elevation water reservoir to be located on these same lands and that this water could also be used for wildfire suppression;
- that this new water reservoir is needed to service some of the lots being subdivided on the lower lands; and
- there would be no reason for Naramata Benchlands to construct an upper elevation water reservoir if these lands were not included in the water service area as they see this as potentially limiting their access to the reservoir and ability to service any future campground.

Statutory Requirements:

Under Section 347 (Consent on behalf of electoral participating area) of the *Local Government Act*, “participating area approval ... may be given by the electoral area director consenting in writing to adoption of the bylaw”.

If, however, “a director refuses to give consent ... the board may, by a resolution adopted by at least 2/3 of the votes cast, dispense with the consent of the electoral area director and give participating

area approval by consenting to adoption of the bylaw on behalf of the electors in the proposed participating area.”

Should the Board give participating area approval by consenting to adoption of the bylaw on behalf of the electors, “the director for the participating area may, within 14 days after the resolution, appeal to the minister for a review ...”

Site Context:

The Naramata Benchland Properties Limited holdings that are the subject of this service area request comprises three separate parcels that represent a land area of 111.54 ha (Lot 4 at 47.1 ha, Lot 5 at 44.2 ha and Lot A at 20.24 ha).

These lands are seen to be relatively undeveloped with access to the two easternmost parcels via a forestry service road. The surrounding pattern of development to the east is largely comprised of undeveloped Crown land and residential development to the west.

Background:

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

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3005, 2024, the parcels are currently designated Resource Area (RA), and are the subject of an Environmentally Sensitive Development Permit (ESDP) and Watercourse Development Permit (WDP) Area designations.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the parcels are currently zoned Resource Area Site Specific (RAs), which stipulates a minimum size for subdivision of 20.0 ha and permits extensive land uses such as forestry, natural resource extraction and agriculture, with the site specific regulation permitting campgrounds.

Board Consideration:

At its meeting of October 15, 2020, the Board resolved to give first and second reading to the Naramata Water System Local Service Establishment Amendment Bylaw No. 2896, 2020.

At this same meeting, the Board further resolved that, prior to consideration of third reading of Bylaw No. 2896, the following conditions be fulfilled:

- 1. That a detailed letter, with expectations and requirements of the Regional District to be fulfilled at the expense of the owner with respect to infrastructure upgrades to provide water service to the Lands be delivered to Naramata Benchland Properties Ltd.; and, that the letter contain a provision whereby the developer acknowledges receipt of the letter and agrees with the contents therein; and*
- 2. That to ensure any future owner has notice of the infrastructure requirements of the Regional District, and the costs to provide water service to the Lands and to mitigate potential liability with respect to any obligation of the Regional District to provide water service, that a “no-build/subdivision” covenant be registered against the Lands pursuant to Section 219 of the Land Title Act prior to inclusion of the Lands into the Naramata Water System Service Area. The*

Section 219 Covenant should also refer to the requirements of a development agreement being entered into prior to rezoning, subdivision or construction, if any.

Analysis:

With regard to the Board's conditions of October 15, 2020, the required infrastructure upgrades and access arrangements were confirmed as having been satisfied by the Public Works Division as of October 28, 2024. These conditions specifically included the following:

- 1. The water system must be able to supply water to the subject properties for the maximum potential water use sited within the existing zoning and with fire flows. The existing system does not have reservoirs at elevation nor does it have nearby water mains or the booster stations required.*
- 2. The Regional District must own the land, have right of ways, or be inside Provincial Ministry of Transportation road for all the infrastructure it is expected to own and maintain. This infrastructure includes water mains, reservoirs and booster stations.*
- 3. The Regional District must be able to access by vehicle the infrastructure it is expected to own under all weather conditions, at all hours.*
- 4. The infrastructure constructed must meet the all of the requirements of the subdivision servicing bylaw.*

Upon meeting all the requirements set out in the previous direction provided by the Board, Administration is recommending that the amendment bylaw read a third time and adopted.

Alternative:

It is noted that the subject properties are not situated within the Naramata Rural Growth Area under the RGS and Electoral Area "E" OCP bylaws and that the extension of service to this area is not currently contemplated by either of the land use plans.

Moreover, since the Board last considered this development, the Electoral Area "E" OCP Bylaw has been reviewed and speaks to maintaining the existing rural character of the community by preventing rural sprawl on the hillsides.

The extension of infrastructure such as water and sewer services is generally a precursor of increased development, be it residential, commercial or industrial, and the current Resource Area (RA) designation of these lands speaks to maintaining these as rural "with limited to no community services and infrastructure."

This is because the extension of "urban-type services can become unaffordable when they are provided in low density rural areas" as there are simply not enough rate-payers to support the service and related infrastructure in a sustainable, long-term manner (source: Asset Management BC).

Monies spent extending an existing water system into a low density rural area with limited capacity for further development also occurs at the expense of other priority areas, such as those identified in the RGS (e.g. Naramata Rural Growth Area).

It is also noted that the subject parcels are remote and large enough to sustain groundwater wells for single family domestic and other uses and do not require a connection to a community water system.

Should a higher density development be envisioned in the future, a plan of subdivision would be filed, rezoning would need to occur and public consultation would be required.

While the establishment bylaw does not prescribe any limits on where within the community of Naramata the water service can be provided, it does not include parcels zoned Resource Area (RA).

The Regional District is not obliged to provide a service upon receipt of a petition from a land owner, particularly if the Board has concerns about the request for service.

Communication Strategy:

This request is not subject to notification requirements under the *Local Government Act*.

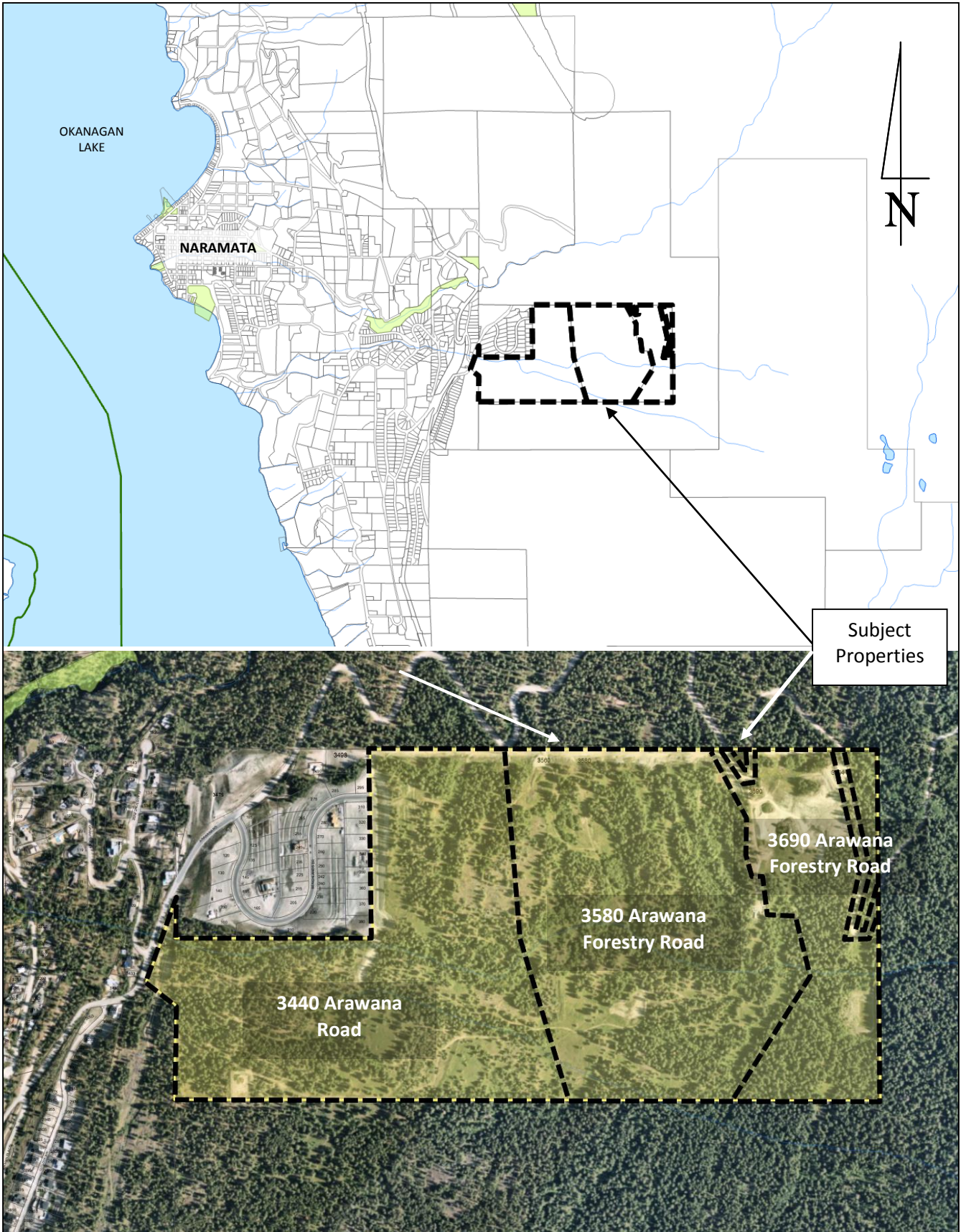
Alternatives:

1. THAT first and second reading of the Naramata Water System Local Service Establishment Amendment Bylaw No. 2896, 2020, be rescinded and the bylaw abandoned.

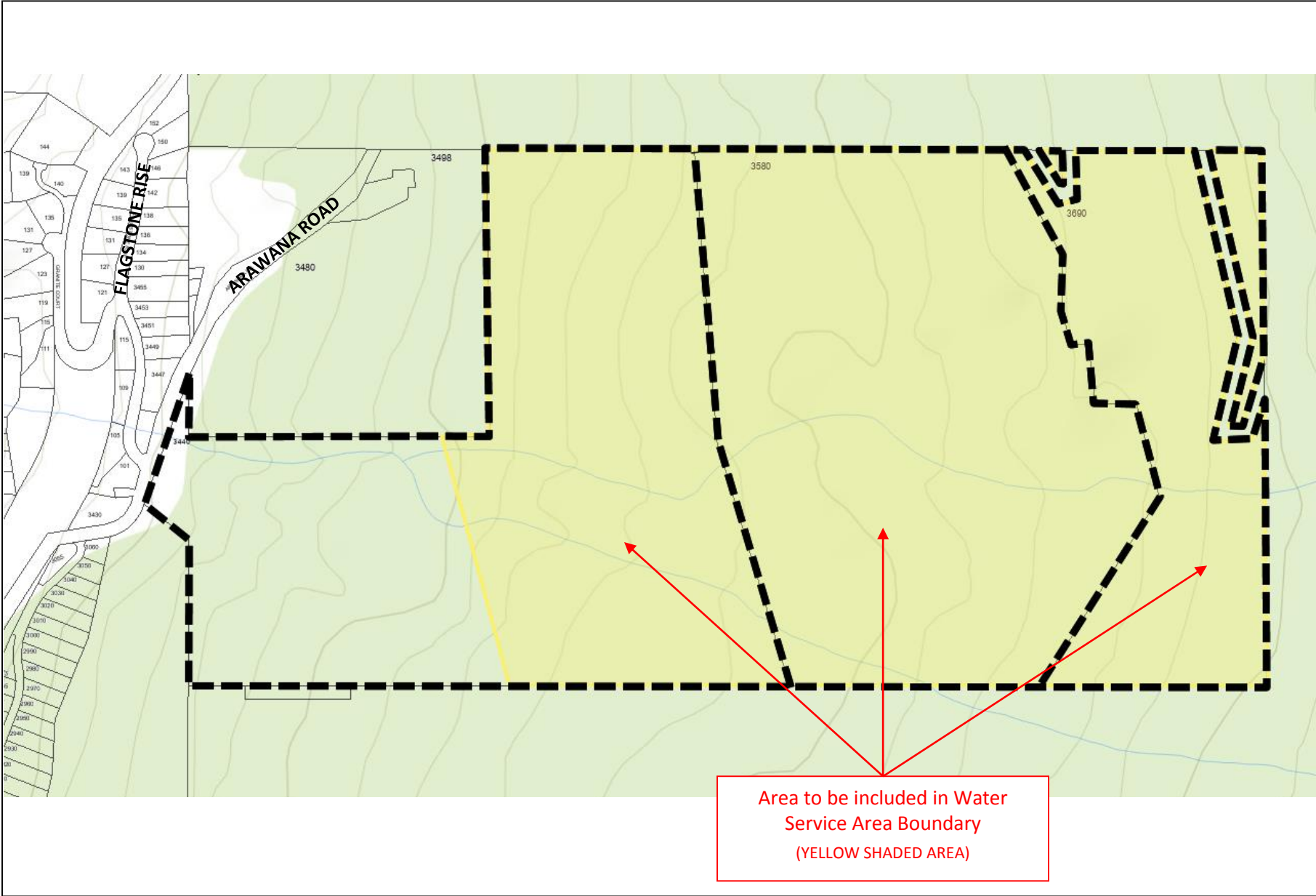
Attachments: No. 1 – Context Maps

No. 2 – Applicant’s Service Area Petition Request (Water)

Attachment No. 1 – Context Maps



Attachment No. 2 – Applicant’s Service Area Petition Request (Water)



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2896, 2020

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

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

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

READ A FIRST AND SECOND TIME this 15th day of October, 2020.

CONSENTED TO in writing by the Electoral Area “E” Director this ____ day of November, 2024.

READ A THIRD TIME this ____ day of _____, 2024.

ADOPTED this ____ day of _____, 2024.

Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ____ day of _____, 2024

Regional District of Okanagan-Similkameen

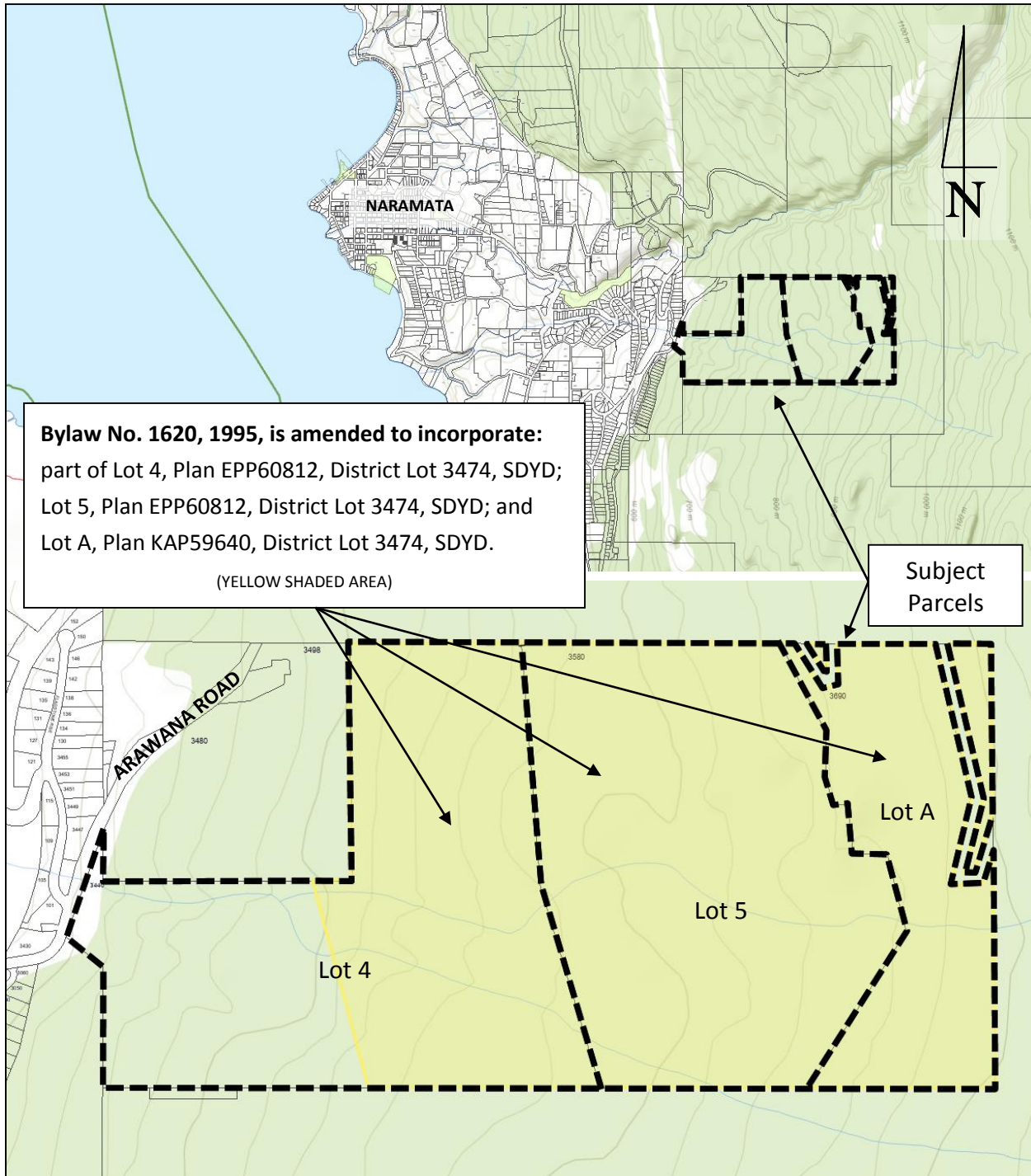
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2896, 2020

File No. E2020.001-SAP

Schedule 'A'



ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: January 23, 2025

RE: Agricultural Land Commission Referral (Non-Farm Use) – Electoral Area “E” (E2024.007-ZONE)

Administrative Recommendation:

THAT the RDOS Board “authorize” the application to allow for a vacation rental in an accessory dwelling as a non-farm use on the parcel located at 2864 Arawana Road (Lot 13, Plan KAP576, District Lot 207, SDYD) to proceed to the Agricultural Land Commission.

Purpose: To allow for a vacation rental to take place in an accessory dwelling. Folio: E-02088.000

Civic: 2864 Arawana Road Legal: Lot 13, Plan KAP576, DL 207, SDYD Zone: Agriculture One (AG1)

Proposed Development:

An application to the Agricultural Land Commission (ALC) under Section 20 of the *Agricultural Land Commission Act* (the Act) has been lodged with the Regional District in order to allow for a non-farm use within the Agricultural Land Reserve (ALR).

Specifically, the applicant is seeking the Commission’s approval to allow for a vacation rental to take place in an existing accessory dwelling.

In support of this proposal, the applicant has stated that “visitors would be given vineyard tours and workshops on any activity. The added tourism is also badly needed for the local economy and the over 40 local wineries.”

Statutory Requirements:

Under Section 34.1(2) of the *Agricultural Land Commission Act*, the Regional District of Okanagan-Similkameen (RDOS) must “review the application, and ... forward to the commission the application together with [its] comments and recommendations”, unless Section 25(3) applies wherein the Board has the ability to refuse to “authorise” an application.

Under Section 25(3) of the Act, formal “authorization” by the Regional District Board is only required for applications that apply to land that is zoned by bylaw to permit farm use, or requires an amendment to an official community plan or a zoning bylaw. In this instance, Section 25(3) is seen to apply as is zoned by bylaw to permit [an] agricultural or farm use.

Site Context:

The subject property is approximately 4.09 ha in area and is situated on the east side of Arawana Road and is approximately 3.2 km north from the boundary with the City of Penticton. It is

understood that the parcel is comprised of a single detached dwelling and various accessory structures including an accessory dwelling, which is the subject of this application, and five agri-tourism units.

The surrounding pattern of development is generally characterised by similarly sized agricultural parcels and smaller residential parcels that have been developed with single detached dwellings.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on March, 1909, and BC Assessment has classified the property as part “Residential” (Class 01), and part “Farm” (Class 09).

Available Regional District records indicate that a building permits for a storage building (1979), roof extension & deck extension (1997), renovation to single detached dwelling (2014), single detached dwelling (auxiliary) (2016), cannabis micro grow facility (2023), five agri-tourism units (2024) have previously been issued for this property.

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, the subject property is currently designated Agriculture (AG), and is not the subject of any Development Permit Areas.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Agriculture One (AG1) which does allow for accessory dwellings, but does not permit vacation rentals.

Application History:

On May 1, 2024, the property owner submitted a temporary use permit (TUP) application to the Regional District in order to undertake a vacation rental use on the subject property.

In responding to a referral from the Regional District on this TUP application, the ALC advised that a Non-Farm Use approval from the Commission would be required prior to the use of the property for such a purpose.

Despite previous comments on similar TUP referrals in which the Commission advised the Regional District that it had no concerns with vacation rental uses in the ALR, the Commission has recently determined that such uses are no longer consistent with its regulations (e.g. vacation rentals are not a permitted form of agri-tourism accommodation).

The property has also been the subject of a number of previous ALC applications, including a boundary adjustment between the subject property and 3256 Juniper Drive, which resulted in the transfer of 0.3 ha from 2864 Arawana Road to 3256 Juniper Drive approved by the ALC on July 20, 2021 (Resolution No. 353/2021).

Analysis:

In considering this proposal, Administration notes that an objective of the Agriculture (AG) designation includes support for the agricultural and rural economy by encouraging secondary, value-added uses such as limited forms tourist accommodation.

This is further supported by the zoning bylaw, which currently allows for bed and breakfast (B&B) operations and agri-tourism accommodation units (subject to certain regulations) as permitted accessory uses.

As “vacation rentals” are seen to be a similar type of use (e.g. akin to a B&B), they are generally seen to be consistent with this policy and regulatory approach, on the proviso that the dwelling units being utilized are not otherwise intended for farm labour employed on the farm unit.

Administration also recognizes that “vacation rental” uses in the agricultural zones can draw tourists to rural areas and provide a form of accommodation that may not be available in an urban centre or in a residential neighbourhood (where “vacation rental” uses typically occur) and is unlikely to conflict with adjacent land uses (e.g. agricultural and residential).

In this instance, it is also noted that the proposed dwelling unit to be utilized for the vacation rental use already exists, is understood to have not previously been used for farm labour purposes (e.g. the area currently under cultivation is only approximately 1.0 ha and unlikely to require additional farm labour) and will not result in the further alienation of agricultural land.

Alternative:

Conversely, Administration recognises that the intent of allowing additional dwelling units on an agriculturally zoned parcel is generally to allow for either farm labour housing (including the attraction of skilled labour related to the winery industry) as well as family and/or multi-generational housing (e.g. to allow aging in-place and succession planning).

A secondary, and less acknowledged outcome is to provide for a certain degree of residential occupancy in rural areas that may otherwise have limited housing options (NOTE: Administration is aware that the purpose of the ALR is not to provide a land bank for residential development). This can have the added benefit of providing a steady, supplemental income for the farm operation when additional housing units exist and are un-needed for farm labour purposes.

Regarding this later consideration, the conversion of such dwelling units to short-term tourist accommodation purposes may be detrimental to accommodating future farm labour or meeting local housing needs.

Summary:

In summary, and given the characteristics of the subject property, its history of agricultural production (e.g. small cultivatable area) as well as the consistency of the proposed use with other short-term rental accommodation uses permitted by zoning, Administration is supportive of this application proceeding to the ALC for its consideration.

As an aside, should the ALC support this non-farm use application, the property owner will be required to obtain a TUP from the Regional District prior to undertaking the vacation rental use.

Alternatives:

1. THAT the RDOS Board not “authorize” the application to allow for a vacation rental in an accessory dwelling on the parcel located at 2864 Arawana Road (Lot 13, Plan KAP576, District Lot 207, SDYD) to proceed to the Agricultural Land Commission.

Respectfully submitted:

Colin Martin

Colin Martin, Planner I

Endorsed By:

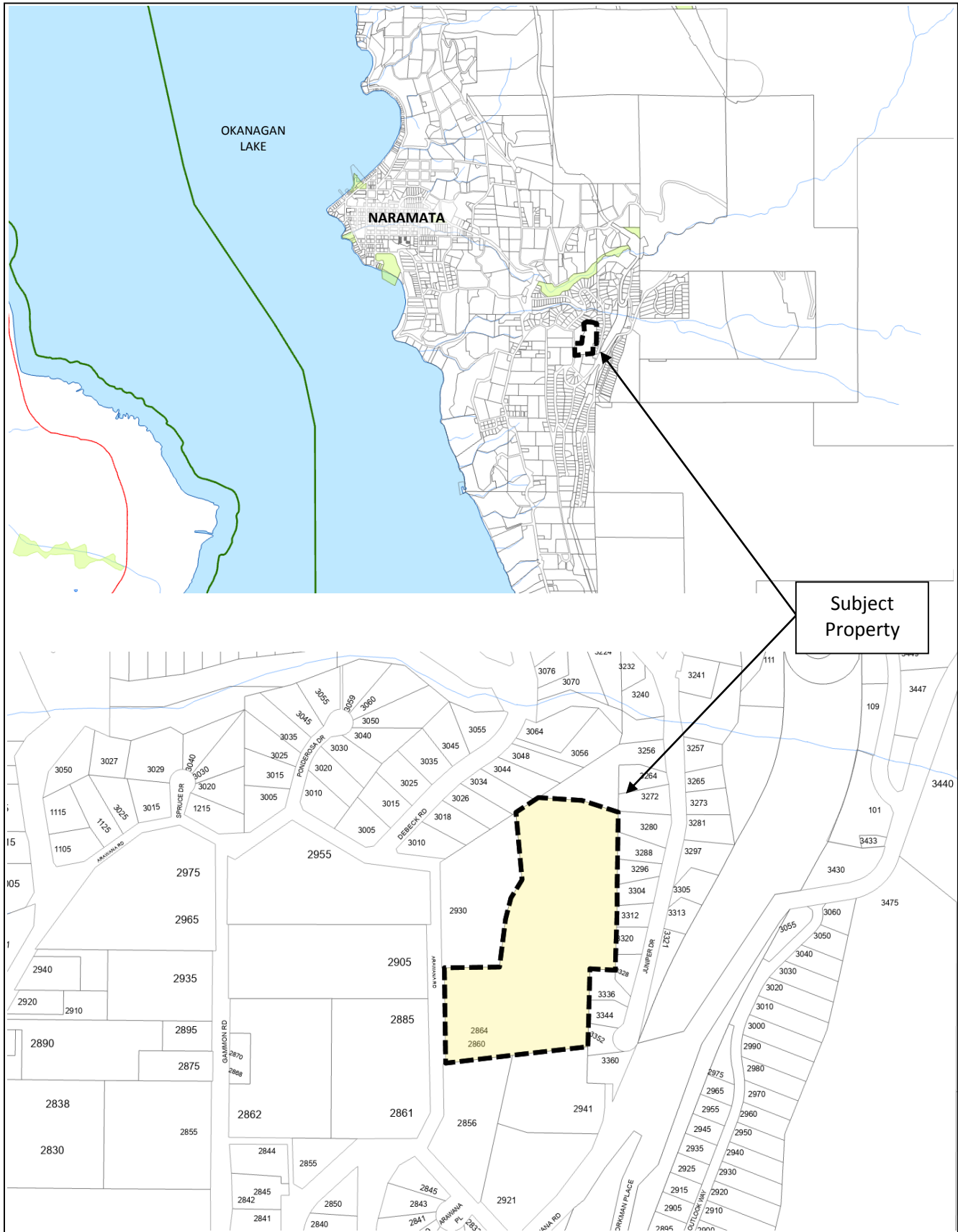


C. Garrish, Senior Manager of Planning

Attachments:

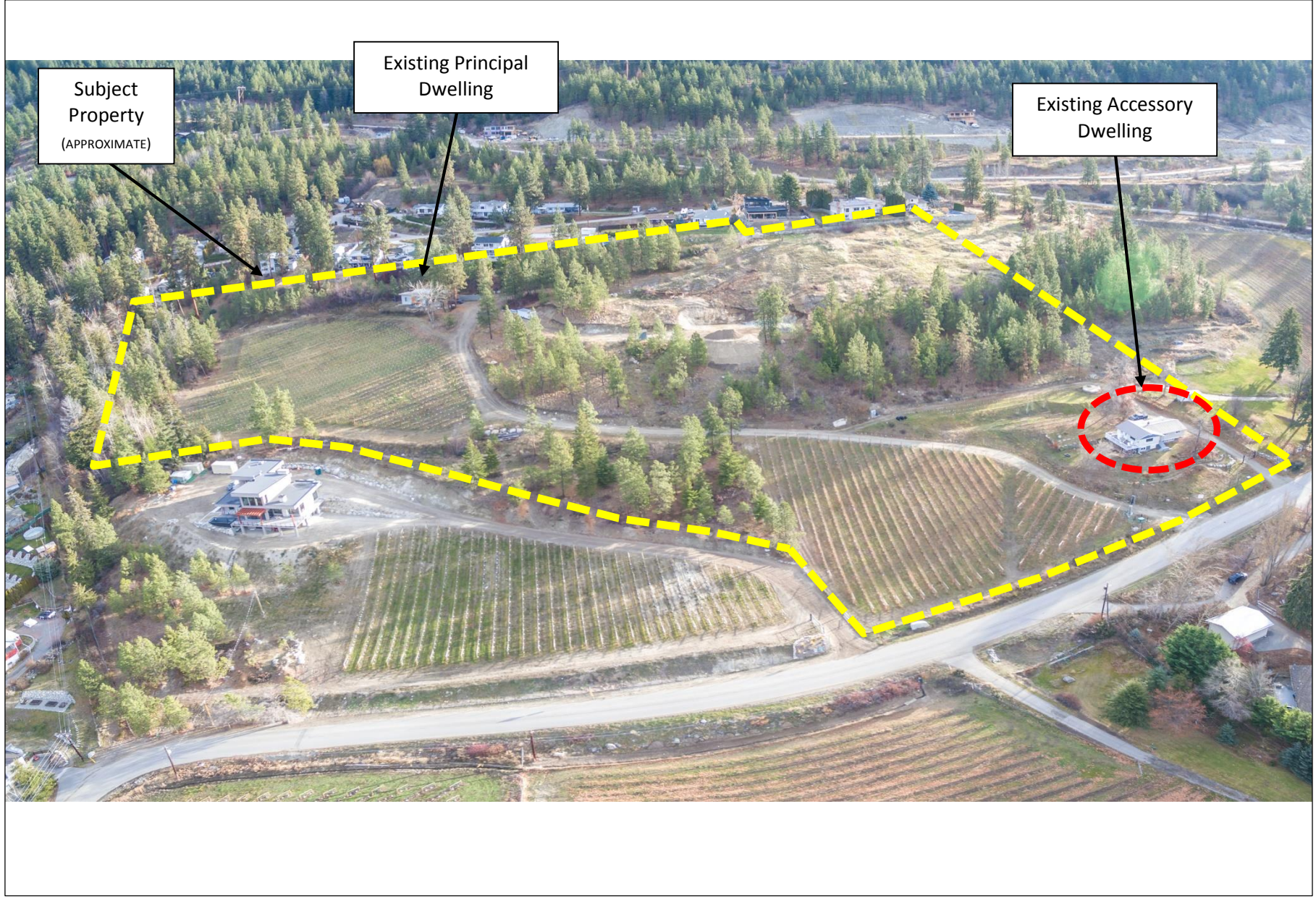
- No. 1 – Context Maps
- No. 2 – Applicant’s Site Plan
- No. 3 – Aerial Photo (2019)
- No. 4 – Site Photo

Attachment No. 1 – Context Maps



Subject Property

Attachment No. 3 – Aerial Photo (2019)



Attachment No. 4 – Site Photo



ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: January 23, 2025
RE: Agricultural Land Commission Referral Non-Farm Use – Electoral Area “I” (I2024.006-ALC)

Administrative Recommendation:

THAT the RDOS Board “authorize” the application to move soil as a non-farm use on the parcel located at 2580 Green Lake Road, (Lot 1, Plan EPP1591, District Lot 34S, SDYD) to proceed to the Agricultural Land Commission.

Purpose: To move soil to accommodate a new tasting room facility Folio: I-01156.110

Civic: 2580 Green Lake Road Legal: Lot 1, Plan EPP1591, DL 34S, SDYD Zone: Agriculture Three (AG3)

Proposed Development:

An application has been submitted to the Agricultural Land Commission (ALC) under Section 20.3(5) of the *Agricultural Land Commission Act* (the Act), and referred to the Regional District, in order to allow for the removal of soil and placement of fill on land in the Agricultural Land Reserve (ALR).

Specifically, the applicant is seeking the Commission’s approval to remove approximately 120 m³ of soil and to then place approximately 120 m³ of new fill as part of the construction of a foundation (approx. 185.8 m² in area) for a new tasting room facility.

In support of this proposal, the applicant has indicated that this is required due to the significant deterioration of the existing tasting room, making the construction of a new facility a more practical and cost-effective solution than undertaking renovations.

Statutory Requirements:

Under Section 34.1(2) of the *Agricultural Land Commission Act*, the Regional District of Okanagan-Similkameen (RDOS) must “review the application, and ... forward to the commission the application together with [its] comments and recommendations”, unless Section 25(3) applies wherein the Board has the ability to refuse to “authorise” an application.

Under Section 25(3) of the Act, formal “authorization” by the Regional District Board is only required for applications that apply to land that is zoned by bylaw to permit farm use, or requires an amendment to an official community plan or a zoning bylaw.

In this instance, Section 25(3) is seen to apply as the property “is zoned by bylaw to permit [an] agricultural or farm use” and an amendment to the Electoral Area “I” Official Community Plan and Zoning Bylaw will be required in order for the development to proceed.

Site Context:

File No: I2024.006-ALC

The subject property is approximately 68.4 ha in area and is situated approximately 4 km south of OK Falls Town Center, to the west of the Okanagan River, and approximately 14 km north of the Town of Oliver. It is understood that the parcel is comprised of a single detached dwelling, an accessory dwelling, a wineshop, and a barn.

The surrounding pattern of development is generally characterised by similarly land uses, including Agricultural Three (AG3), Resource Area (RA), and Parks and Recreation (PR) zones.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on August 26, 2009.

Available Regional District records indicate that building permits have previously been issued for an addition to patio deck (1997), addition of a patio and retaining wall to the wineshop (2012), construction of accessory building (2016), conversion of commercial kitchen (2019), demolition of mobile (2019) demolition of a winery building and patio (2024).

BC Assessment has classified the property as part “Residential” (Class 01), part “Light Industry” (Class 05) and part “Business and Other” (Class 06), and the property is within the ALR.

Under the Electoral Area “1” Official Community Plan (OCP) Bylaw No. 2683, 2016, the preferred future land use of the subject property has been designated as Agriculture (AG), an objective of which is to “protect the agricultural land base of the Plan Area and associated farming, ranching and general agricultural activities.”

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Agricultural Three (AG3) which permits, amongst other uses, for “alcohol production facility” as a principal use.

Analysis:

In considering this proposal, Administration notes that an objective of the Agriculture (AG) land use designation is to “protect the agricultural land base of the Plan Area ...”, and that this includes the soils used to undertake various types of farming.

Introducing foreign fill to an agricultural parcel can dilute or degrade fertility by altering the soil’s physical, chemical, or biological properties. Foreign fill may also contain contaminants or invasive species that can make land unsuitable for agriculture.

Similarly, removing agricultural soils from a farm can reduce the amount of land available for farming, and also result in subsoil layers that are less fertile, poorly structured, and more prone to erosion.

Accordingly, this is why the ALC regulates the removal and placement of soils and fill on farmland, as it is important for protecting agricultural resources and ensuring sustainable land uses in the Reserve.

In this instance, Administration recognizes that the area from which soil is to be removed and fill placed is currently occupied by an accessory structure (e.g. it is already disturbed and not used for cultivation purposes).

As a result, it is unclear what value the soil to be removed retains after years accommodating production related uses. In addition, by placing introduced fill within this same area will ensure that the new material is in an area that has already been disturbed and is associated with the “farm footprint” (e.g. non-farm developed area) of the property.

Alternative:

Conversely, Administration recognizes that the removal of soil that has been designated as having agricultural value from a farm parcel and its replacement with foreign fill is not considered to be good practice.

Other options may also be available to the property owner, such as using soils and/or fills from the property in order to facilitate the proposed development.

Summary:

In summary, Administration considers the proposed soil removal and fill placement to not be unreasonable and as unlikely to adversely impact the agricultural use of the property. For this reason, it is being recommended that this application be “authorized” to proceed to the ALC for its consideration.

Alternative:

- .1 THAT the RDOS Board not “authorize” the application to move soil on the parcel located at 2580 Green Lake Road (Lot 1, Plan EPP1591, District Lot 34S, SDYD) to proceed to the Agricultural Land Commission.

Respectfully submitted:

Mariane Frizzi

Mariane Frizzi, Planning Technician

Endorsed By:



C. Garrish, Senior Manager of Planning

Endorsed By:



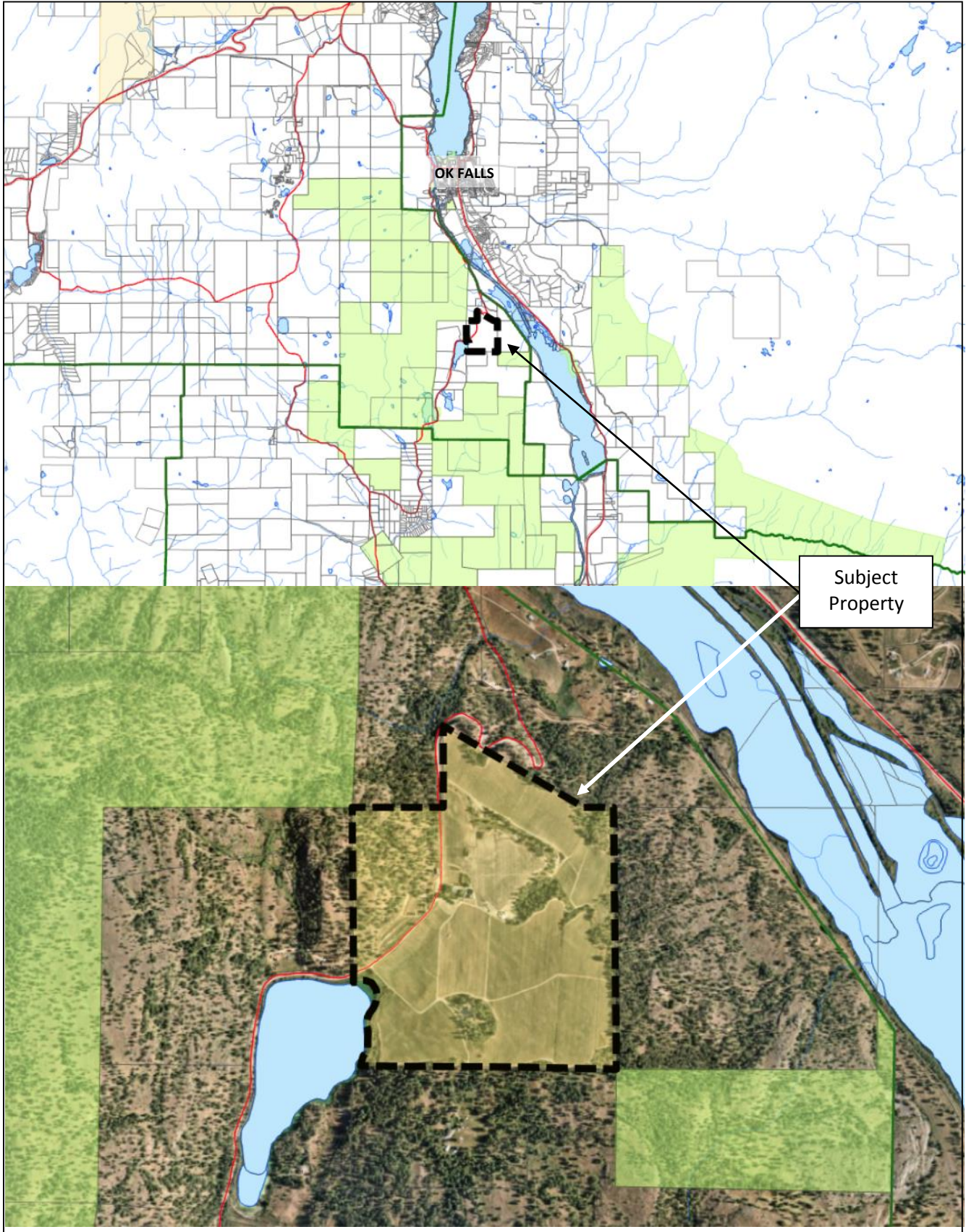
Allen Fillion, Managing Director Development & Infrastructure

Attachments: No. 1 – Context Maps

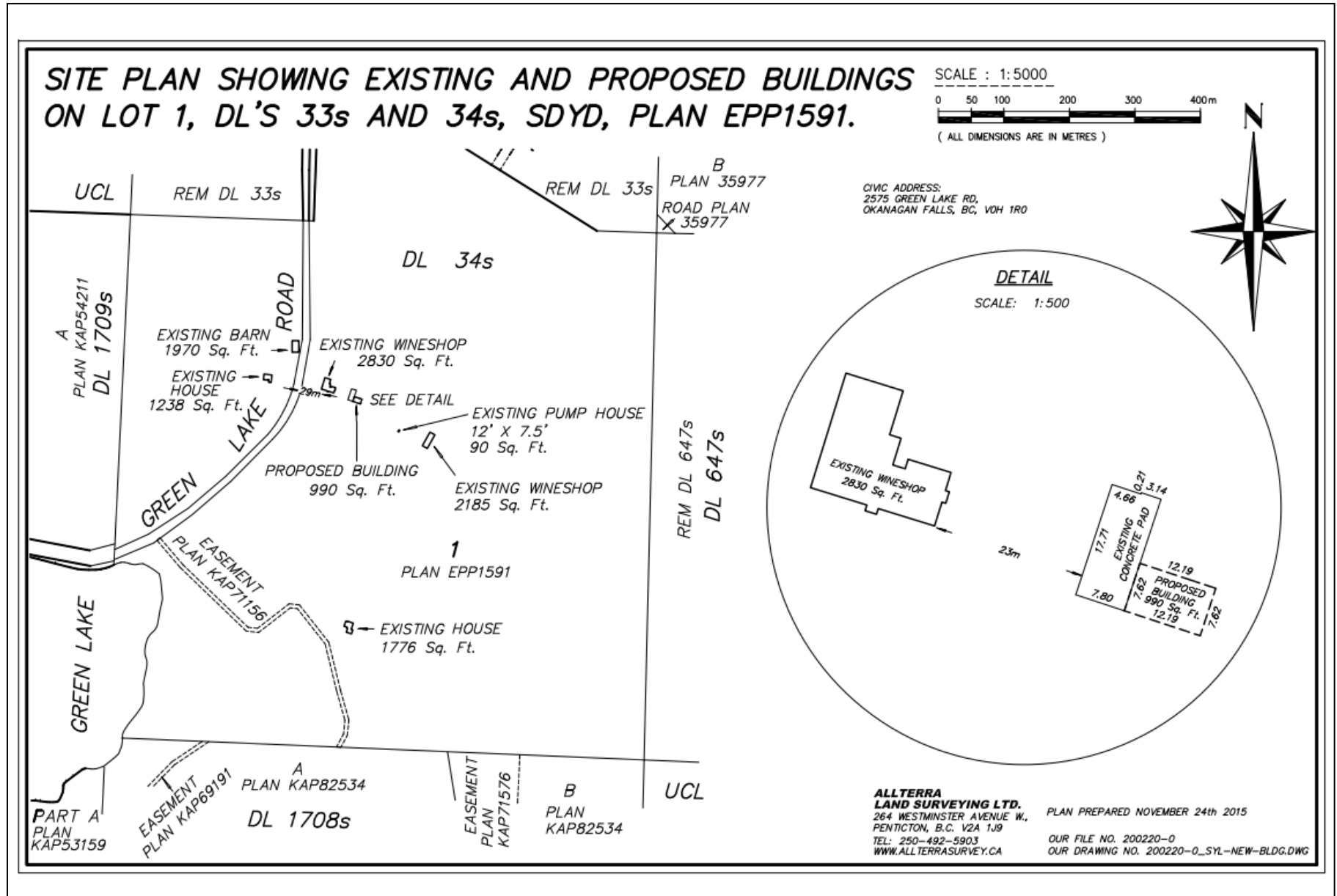
No. 2 – Applicant’s Site Plan

No. 3 – Aerial Photo

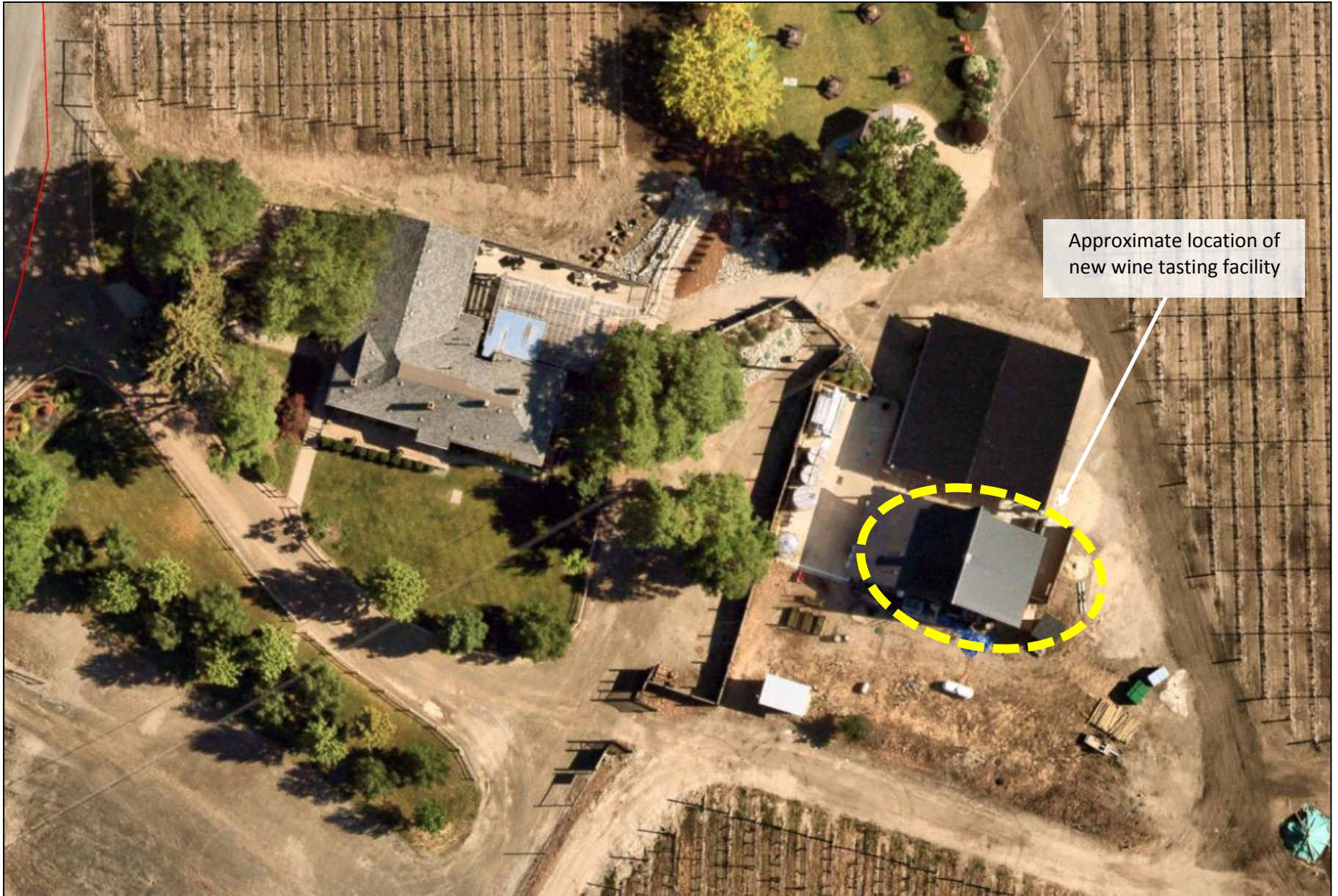
Attachment No. 1 – Context Maps



Attachment No. 2 – Applicant’s Site Plan



Attachment No. 3 – Aerial photo



Approximate location of new wine tasting facility

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: January 23, 2025
RE: Development Variance Permit Application — Electoral Area “D” (D2024.030-DVP)

Administrative Recommendation:

THAT Development Variance Permit No. D2024.030-DVP, to allow for the placement of a manufactured home and construction of a carport at 4838 Bassett Avenue, be approved.

Legal: Lot 6, District Lot 6374, SDYD, Plan EPP69000 Folio: D-00989.030

OCP: Low Density Residential (LR) Zone: Low Density Residential Two (RS2)

Variance Request: to reduce minimum front parcel line setback from 7.5 metres to 5.0 metres.

Proposed Development:

This application is seeking a variance to the front parcel line setback that applies to the subject property in order to facilitate the placement of a manufactured home and the construction of an associated carport.

Specifically, it is being proposed to vary the minimum front parcel line setback from 7.5 metres to 5.0 metres.

In support of this request, the applicant has stated, amongst other things, that:

- *The rear of the property line borders a sloped area and the sloped area fills a majority of the rear setback, and is not suitable for development.*
- *...it may be unlikely that my request for a setback variance would cause an unusual street scape. My land parcel is somewhat oddly shaped, thus the front and rear setbacks oddly impact the building footprint.*
- *A revision to the front setback would allow for a comfortable addition of a deck to the rear of the house and avoid any disturbance to the rear slope. This would also help avoid any prohibitive engineering costs.*

Site Context:

The subject property is approximately 753 m² in area and is situated on the north side of Bassett Avenue, approximately 9 km from the boundary with the City of Penticton. The property is understood to be vacant.

Bassett Avenue is partially built out, with a number of vacant lots along the cul-de-sac. The surrounding pattern of existing development is generally characterised by low density residential development.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on June 29, 2017, while available Regional District records indicate that a permit was issued for the demolition of a single detached dwelling on the parent parcel of the property (2015). BC Assessment has classified the property as “Residential” (Class 01).

Under the Electoral Area “D” Official Community Plan (OCP) Bylaw No. 2603, 2013, the subject property is currently designated Low Density Residential (LR), and is the subject of an Okanagan Falls Multiple Family Development Permit Area.

The guidelines of the Okanagan Falls Multiple Family Development Permit Area only apply to multiple family residential developments. As the proposal is for a single detached dwelling (i.e., low density residential development), an Okanagan Falls Multiple Family Development Permit is not required.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential Two (RS2) which permits “single detached dwelling” as a principal use.

Board Consideration:

At its meeting of December 5, 2024, the Regional District Board resolved to refer the subject application to the Electoral Area “D” Advisory Planning Commission (APC).

Public Process:

In accordance with Section 2.4 of Schedule 4 (Application for a Development Variance Permit) of the Regional District’s Development Procedures Bylaw No. 2500, 2011, adjacent residents and property owners were notified of this DVP application on September 26, 2024, and provided 15 working days to submit comments electronically or in-person to the Regional District.

As of October 21, 2024, being 15 working days from the date of notification, approximately two (2) representations have been received electronically or by submission at the Regional District office.

At its meeting of January 13, 2025, the Electoral Area “D” APC resolved to recommend to the RDOS Board that the subject application be approved.

Analysis:

The Zoning Bylaw’s use of setback regulations is generally to provide physical separation between neighbouring properties in order to protect privacy and prevent the appearance of overcrowding. When a parcel is also adjacent a roadway, setbacks are further employed to maintain adequate sightlines for vehicle traffic movements.

Minimum setbacks from parcel lines are used to maintain a minimum space between houses in a residential neighbourhood to allow access to sunlight, to provide separation for fire safety or to mitigate nuisances (like noise) that might come from an adjacent building.

Setback variances may be utilized as a means of addressing site constraints which limit the development of a property. Such constraints can be physical in nature (e.g., topography) or legal (e.g., restrictive covenants).

In considering this proposal, it is noted that the property contains relatively steep slopes at the rear of the property (see Attachment Nos. 1, 2 & 3). In this regard, the property is seen to contain topographic constraints.

The applicant's site plan submitted in support of this application (see Schedule 'B' of Draft Permit No. D2024.030-DVP) delineates the minimum parcel line setbacks applicable to the property. In reviewing this plan, it is noted that the developable area (i.e., the land area outside of setback areas) is somewhat limited as a result of the configuration of the property and the applicable 7.5 metre front and rear parcel line setback requirements.

In this regard, the options available to the applicant to develop the property absent of a setback variance are seen to be limited as a result of topographical constraints and the parcel's configuration.

Administrative notes that the proposed siting of the manufactured home and carport would otherwise meet the rear and interior side parcel line setback requirements, and is generally not seen to negatively impact the use of adjacent properties.

Alternative:

Conversely, Administration recognises that a 33.3% reduction to the minimum front parcel line setback requirement reflects a significant deviation from the established bylaw regulation.

Despite this, Administration notes that, in relation to the newly introduced Provincial requirements respecting the provision of Small-Scale Multi-Unit Housing under the *Local Government Act*, the Provincial Policy Manual and Site Standards generally recommends a minimum front parcel line setback of 5-6 metres in areas requiring a minimum of 2 dwelling units.

It should be noted that parcels within Okanagan Falls, being a Primary Growth Area with servicing provided by the Regional District, must permit a minimum of 3-4 dwelling units; however, the Regional District was granted an extension to December 30, 2030 to comply with the new Small-Scale Multi-Unit Housing requirements. The Provincial Policy Manual and Site Standards recommends a minimum 2 metre front parcel line setback for lots requiring a minimum of 3-4 units on parcels less than 1,215 m² in area, though 4-6 metre front parcel line setbacks may be warranted where there are no sidewalks or public boulevards.

As such, Administration notes that the proposed setback variance is generally consistent with Provincial recommendations regarding setback requirements for the provision of Small-Scale Multi-Unit Housing.

Summary:

For the reasons outlined above, Administration supports the requested variance and is recommending approval.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed variance has been notified in accordance with the requirements of the *Local Government Act* as well as the Regional District's Development Procedures Bylaw No. 2500, 2011.

Alternative:

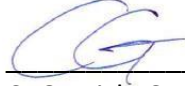
1. That the Board deny Development Variance Permit No. D2024.030-DVP.

Respectfully submitted



Shannon Duong, Planner II

Endorsed by:



C. Garrish, Senior Manager of Planning

Attachments:

No. 1 – Site Photos

No. 2 – Site Photos

No. 3 – Aerial Imagery (2024)

Attachment No. 1 – Site Photos



Attachment No. 2 – Site Photos



Attachment No. 3 – Aerial Imagery (2024)





Development Variance Permit

FILE NO.: D2024.030-DVP

Owner:

Agent:

GENERAL CONDITIONS

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District of Okanagan-Similkameen applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit that shall form a part thereof.
3. Where there is a conflict between the text of the permit and permit drawings or figures, the drawings or figures shall govern the matter.
4. This Development Variance Permit is not a Building Permit.

APPLICABILITY

5. This Development Variance Permit is substantially in accordance with Schedules 'A' through 'G', and applies to and only to those lands within the Regional District described below, and any and all buildings, structures and other development thereon:

Legal Description: Lot 6, District Lot 374, SDYD, Plan EPP69000

Civic Address: 4838 Bassett Avenue

Parcel Identifier (PID): 030-176-824 Folio: D-00989.030

CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Okanagan Valley Zoning Bylaw No. 2800, 2022, in the Regional District of Okanagan-Similkameen:
 - a) the minimum front parcel line setback for a principal building in the Low Density Residential Two (RS2) Zone, as prescribed in Section 16.1.5(b)(i), is varied:
 - i) from: 7.5 metres
 - to: 5.0 metres to the outermost projections as shown on Schedule 'B'.

COVENANT REQUIREMENTS

7. Not Applicable

SECURITY REQUIREMENTS

8. Not applicable

EXPIRY OF PERMIT

9. The development shall be carried out according to the following schedule:
- a) In accordance with Section 504 of the *Local Government Act* and subject to the terms of the permit, if the holder of this permit does not substantially start any construction with respect to which the permit was issued within two (2) years after the date it was issued, the permit lapses.
 - b) Lapsed permits cannot be renewed; however, an application for a new development permit can be submitted.

Authorising resolution passed by the Regional Board on _____, 2024.

J. Zaffino, Chief Administrative Officer

Regional District of Okanagan-Similkameen

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

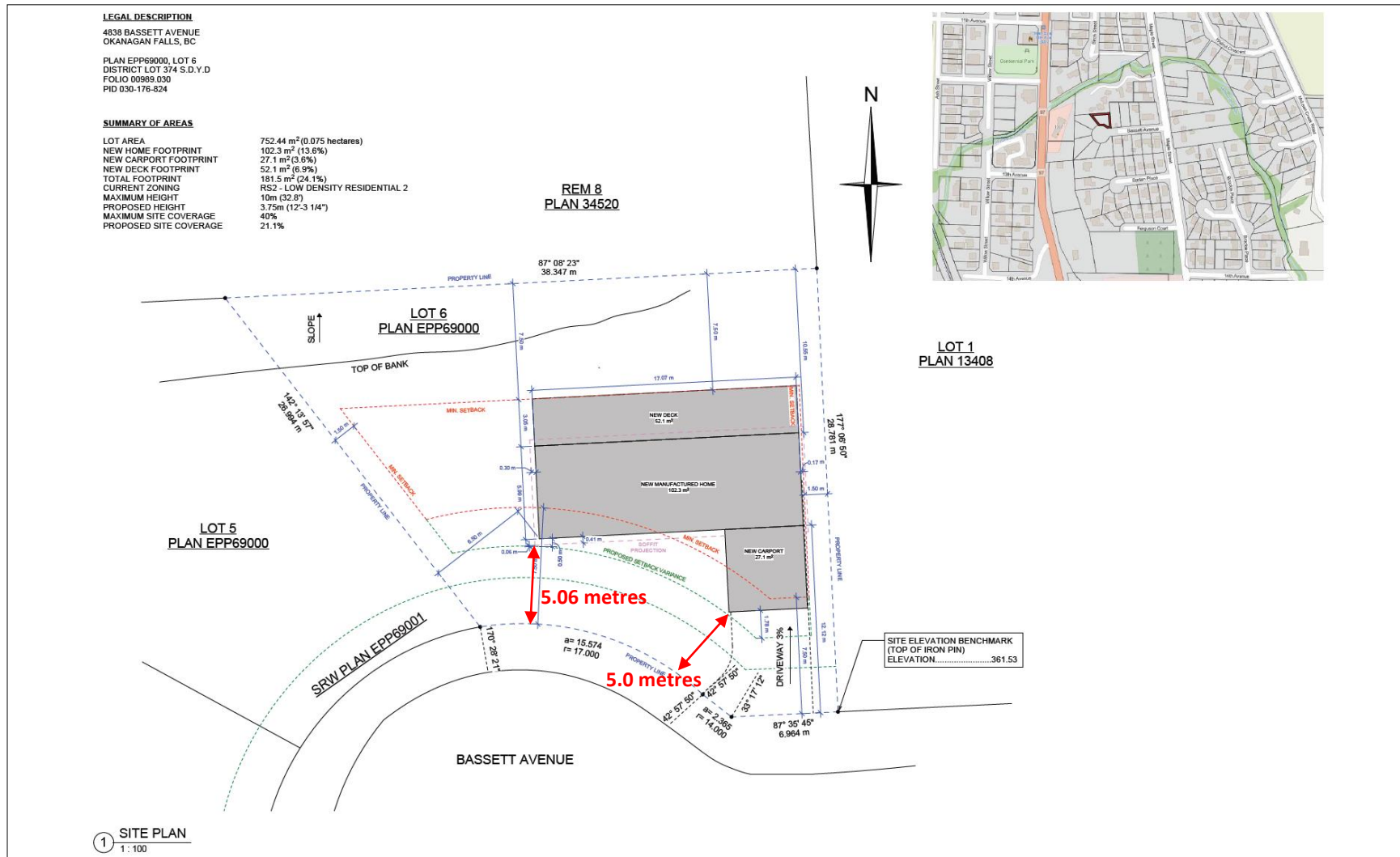
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2024.030-DVP

Schedule 'B'



Development Variance Permit No. D2024.030-DVP

Page 4 of 9

Regional District of Okanagan-Similkameen

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

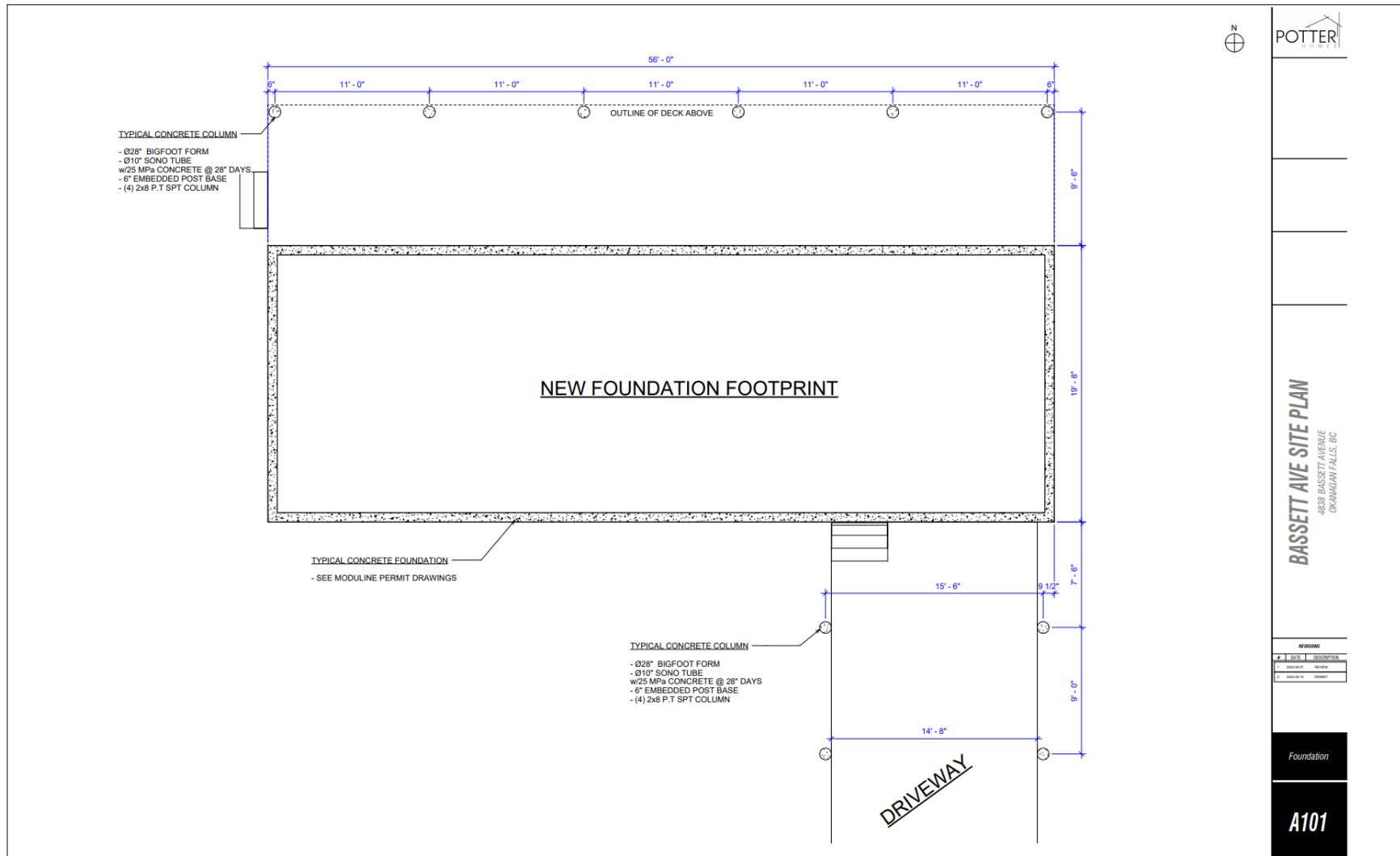
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2024.030-DVP

Schedule 'C'



Development Variance Permit No. D2024.030-DVP

Page 5 of 9

Regional District of Okanagan-Similkameen

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

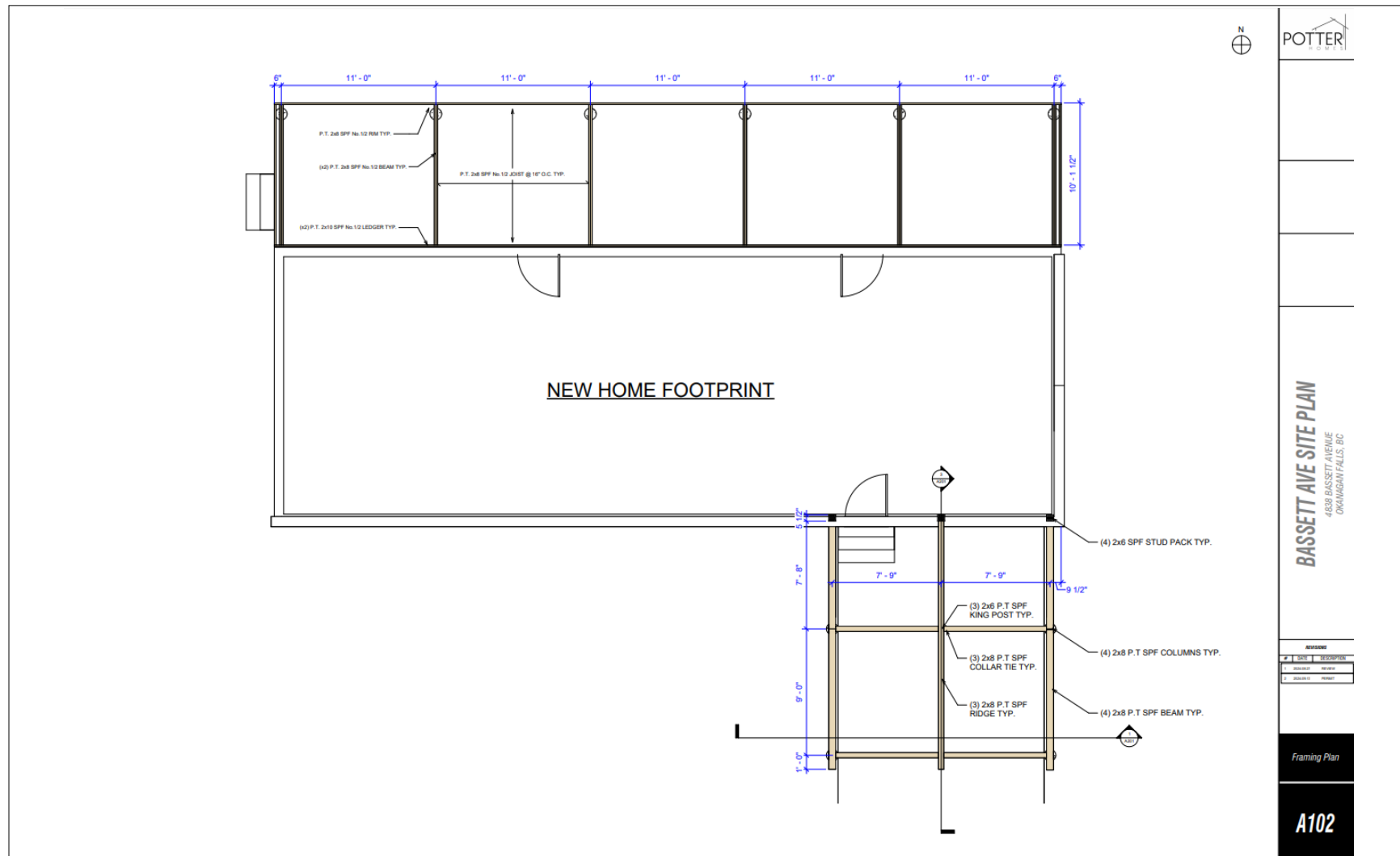
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2024.030-DVP

Schedule 'D'



Development Variance Permit No. D2024.030-DVP

Page 6 of 9

Regional District of Okanagan-Similkameen

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

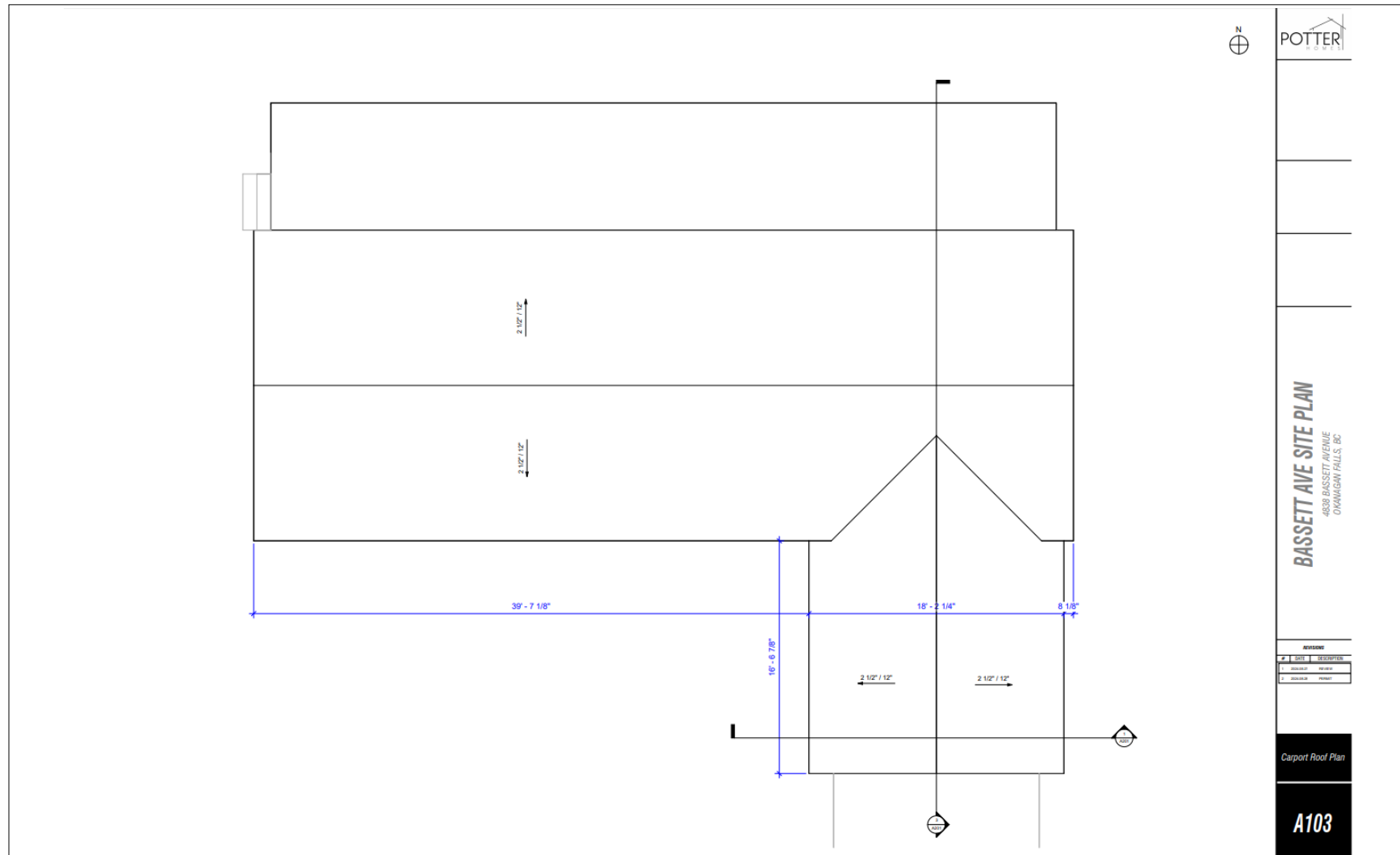
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2024.030-DVP

Schedule 'E'



Development Variance Permit No. D2024.030-DVP

Page 7 of 9

Regional District of Okanagan-Similkameen

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

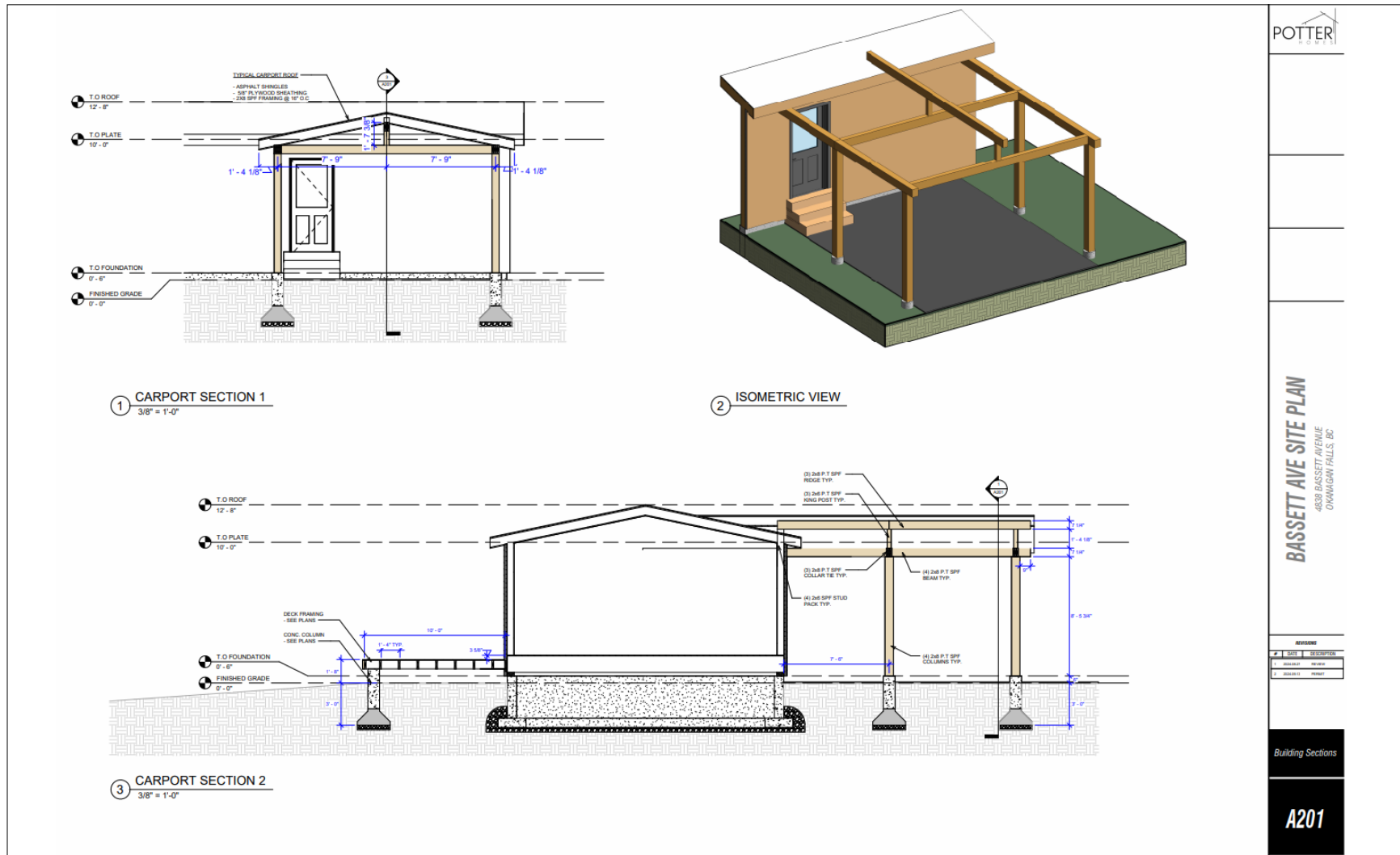
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2024.030-DVP

Schedule 'F'



Regional District of Okanagan-Similkameen

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

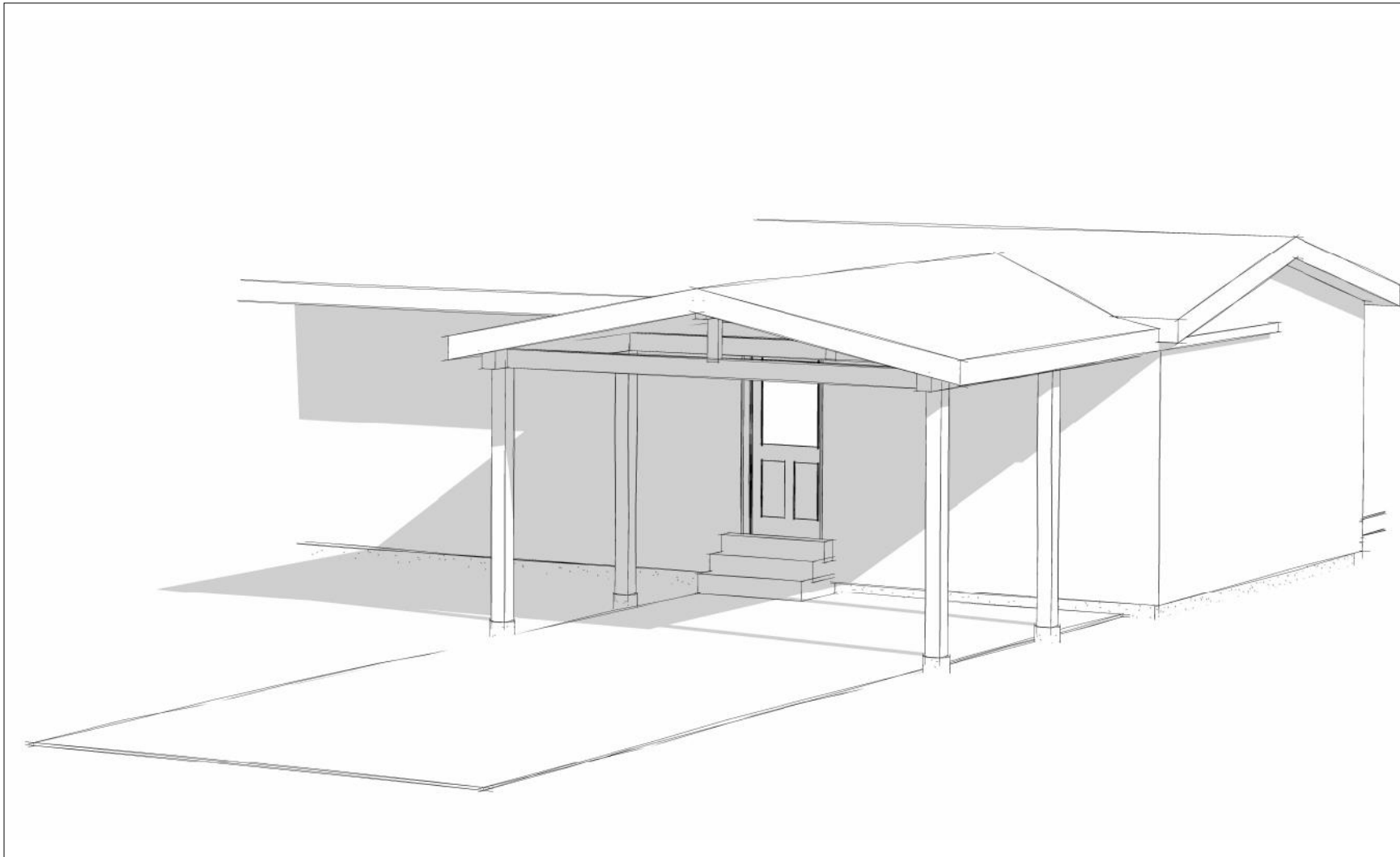
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2024.030-DVP

Schedule 'G'



Development Variance Permit No. D2024.030-DVP

Page 9 of 9

Lauri Feindell

Subject:

FW: DVP Application # D2024.030-DVP

From: Kea Adachi

Sent: October 10, 2024 8:32 AM

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

Subject: DVP Application # D2024.030-DVP

To whom it may concern,

My name is Kea Adachi and I live at **** Bassett Ave in Okanagan Falls, BC.

I received a letter regarding DVP Application No. D2024.030-DVP for 4838 Bassett Ave (Lot 6, Plan EEP69000, DL 374, SDYD). This DVP application requests a reduced front setback for a new single family dwelling. While myself and family warmly welcome new families to the community, we are concerned about the potential for street parking in the cul-du-sac. The cul-du-sac is used by many members of our Bassett Ave community to turn vehicles and trailers around on a regular basis. Children also play in the safety of the cul-du-sac away from the traffic on Maple Street. Additionally, the large waste removal (garbage) trucks use the cul-du-sac to turn around every Wednesday.

I have no problem with the DVP application request, but want to ensure that this property will have a driveway and/or garage for vehicles to be parked on, as we strongly oppose street parking, especially in the cul-du-sac.

Thank you for your time and consideration.

-Kea

Kea Adachi

(she/her pronouns)

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Swuhwuneetkw

Ancestral, traditional, and unceded territory of the Syilx People of the Okanagan Nation

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Amiskwacîwâskahikan

Papaschase Cree First Nation & Treaty Six Territory

Métis Nation Regional Zone 4

Lauri Feindell

Subject: FW: Development Variance permit Application I and my wife live at 4821 Bassett Ave and would like to respond to this application.

From: Jim Cartwright

Sent: October 15, 2024 2:21 PM

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

Subject: Development Variance permit Application I and my wife live at 4821 Bassett Ave and would like to respond to this application.

We do have a concern due to the fact that this culdesac is smaller than normal and when you allow the frontage to be less than required you find that there is more on street parking which would make it very tight for garbage trucks etc. to make there turn.

Our Name and address is James and Faith Cartwright **** Bassett Ave Okanagan Falls.

Thank You for your consideration in this matter as we do not understand why it would be necessary to allow this application.

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: January 23, 2025
RE: Development Variance Permit Application — Electoral Area “D” (D2024.034-DVP)

Administrative Recommendation:

THAT Development Variance Permit No. D2024.034-DVP, to allow for a 532 m² parcel to be created through subdivision without underground wiring and pre-ducting at 1205 Maple Street, Okanagan Falls, be denied.

Legal: Lot O, Plan KAP1501, District Lot 374, SDYD **Civic:** 1205 Maple Street **Folio:** D-00835.000
OCP: Low Density Residential (LR) **Zone:** Low Density Residential Two (RS2)

Variance Request: To waive the requirement for underground pre-ducting along the frontage of the parcel line

Proposed Development:

This application is seeking a variance to the subdivision requirements that apply to the subject property in order to undertake a two lot subdivision.

Specifically, it is being proposed to waive the requirement for underground pre-ducting along the frontage of the parcel as prescribed in Section 4.4.2 of the Subdivision Servicing Bylaw No. 2900, 2024.

In support of this request, the applicant has stated that “the requirement for subdividing the above property is unwarranted due to already having over head utilities” and, that “the unnecessary underground utilities, if put in, will disturb two well established fir trees.”

Site Context:

The subject property is approximately 4,051 m² in area and is situated on the east side of Maple Street, within the community of Okanagan Falls, and approximately 9 km south from the boundary with City of Penticton. The property is understood to contain one (1) singled detached dwelling, one (1) accessory dwelling and one (1) accessory structure.

The surrounding pattern of development is generally characterised by similar residential development.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on December 23, 1918.

Available Regional District records indicate that building permits for Decommissioning two suites (2023), an accessory dwelling (2022), a relocation of a home on a foundation (2018), a relocation of a single family dwelling on a new foundation (2015) have previously been issued for this property.

BC Assessment has classified the property as “Residential” (Class 01).

Official Community Plan (OCP) Bylaw:

Under the Electoral Area “D” Official Community Plan (OCP) Bylaw No. 2603, 2013, the subject property is currently designated Low Density Residential (LR), and is the subject of a Watercourse Development Permit (WDP), Environmentally Sensitive Development Permit (ESDP), Okanagan Falls Multi Family Development Permit Area designations.

Zoning Bylaw:

Under the Okanagan Valley Zoning Bylaw No. 2800, 2024, the property is currently zoned Low Density Residential Two (RS2) which allows for a minimum parcel size of 500.0 m², subject to Section 8.0.

Under Section 8.0 (Floodplain Regulations) of the Zoning Bylaw, the subject property is within the floodplain associated with Shuttleworth Creek and future development may be required to satisfy the requirements under section 10.0.

Subdivision and Development Servicing Bylaw:

Under Section 4.4 of the Regional District’s Subdivision and Development Servicing (SDS) Bylaw No 2900, 2024, a subdivision that proposes to create a parcel less than 2,500 m² in area is required to “construct and install underground pre-ducting for electrical distribution and telecommunications wiring in accordance with the standards of the authority having jurisdiction.”

Importantly, “where existing electrical distribution or telecommunications services are overhead, underground pre-ducting along the frontage of the parcel is required.”

Application History:

On May 27, 2024, the Ministry of Transportation and Infrastructure (MoTI) referred a proposed two (2) lot subdivision involving the subject property to the Regional District for compliance with any applicable RDOS land use bylaws.

On October 10, 2024, the Regional District submitted a Subdivision Review Report (SRR) to the Ministry advising, amongst other things, that the construction and installation of underground pre-ducting for electrical distribution and telecommunications wiring would be required in order for this subdivision to comply with the Regional Districts SDS Bylaw as it was being proposed to create a new parcel 532 m² in area.

At its meeting of December 5, 2024, the Regional District Board resolved to defer this application to the Electoral Area “D” Advisory Planning Commission (APC).

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted, in accordance with Section 2.10 of Schedule ‘4’ of the Regional District’s Development Procedures Bylaw No. 2500, 2011, until 4:30 p.m. on November 18, 2024. All comments received are included as a separate item on the Board’s Agenda.

At its meeting of January 13, 2025, the Electoral Area “D” Advisory Planning Commission (APC) resolved to recommend to the RDOS Board that the subject application be approved.

Analysis:

Administration notes that the bylaw requirement to provide underground ducting and conduits when smaller residential and/or urban parcels are being created by subdivision is, primarily, a reflection of cost efficiencies that can be realized at the time new development is occurring.

It is generally considered to be more cost-effective to install underground infrastructure during the initial stages of subdivision development than attempting to retrofit an existing neighborhood at a later date.

Moreover, requiring the installation of underground conduiting at the time of subdivision allows for the costs to be incurred by the developer, thereby reducing the financial burden on the local government or future rate payers within the service area.

Other considerations, include:

- underground wiring eliminates unsightly overhead wires and poles, improving the visual quality of a residential neighborhood;
- underground wiring is less prone to damage from weather (e.g. wind, snow and lightning), vehicle collisions or fallen trees compared to overhead lines;
- underground wiring is often more durable and requires less frequent maintenance than overhead systems; and
- underground wiring free up space on smaller residential parcels (e.g. no need for poles) and remove possible obstructions in the form of overhead wiring, which can obstruct roads, sidewalks, or driveways.

In considering a request to waive this requirement, Administration will generally assess any physical site constraints, such as rocky terrain, a high water table, or existing underground infrastructure that might make underground installations impractical or prohibitive. Other considerations include the availability of alternative solutions or adverse impacts on environmental values.

In this instance, it is noted that there do not appear to be any physical constraints that would preclude the installation of underground pre-ducting at the subject property.

In addition, due to the property being located within the boundaries of the Okanagan Falls Primary Growth Area, this is a location in which it is desirous to see the undergrounding provision for wiring for new developments. Administration notes that this is a common servicing requirement in Penticton, Summerland, Osoyoos and Oliver – being the other “Primary Growth Areas” under the RGS Bylaw.

With regard to environmental values on the property, available mapping indicates that the rear of the property, which adjoins Shuttleworth Creek, has been designated as a Environmentally Sensitive Development Permit (ESDP) Area, but that the vegetation at the front boundary with Maple Street does not comprise sensitive attributes.

There also appears to be options available to the property owner to install underground pre-ducting along the frontage in a location that may not adversely impact on existing trees.

Alternative:

Conversely, Administration recognises that the provision of electrical services via overhead wires is ubiquitous along Maple Street and that the applicant has indicated that the existing dwelling that is being subdivided from the remainder property is already connected via overhead wiring. In this context, the provision of underground pre-ducting may be un-necessary.

Administration is also cognizant that there is currently no known plan to transition existing over-head services underground in Okanagan Falls and that there may be merit in address this issue holistically and as part of a broader service plan for the community as opposed to requiring underground pre-ducting on a random, ad-hoc basis related to subdivision.

Summary:

For these reasons outlined above, Administration does not support the requested variance and is recommending the application ben denied.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed variance has been notified in accordance with the requirements of the *Local Government Act* as well as the Regional District's Development Procedures Bylaw No. 2500, 2011.

Alternative:

1. That the Board approve Development Variance Permit No. D2024.034-DVP.

Respectfully submitted

Colin Martin

Colin Martin, Planner I

Endorsed by:



C. Garrish, Senior Manager of Planning

Attachments: No. 1 – Aerial Photo

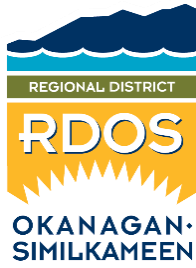
No. 2 - Site Photo (Google Streetview)

Attachment No. 1 – Aerial Photo



Attachment No. 2 – Site Photo (Google Streetview)





Development Variance Permit

FILE NO.: D2024.034-DVP

Owner:

Agent:

GENERAL CONDITIONS

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District of Okanagan-Similkameen applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit that shall form a part thereof.
3. Where there is a conflict between the text of the permit and permit drawings or figures, the drawings or figures shall govern the matter.
4. This Development Variance Permit is not a Building Permit.

APPLICABILITY

5. This Development Variance Permit is substantially in accordance with Schedules 'A' and 'B', and applies to and only to those lands within the Regional District described below, and any and all buildings, structures and other development thereon:

Legal Description: Lot O, Plan KAP1501, District Lot 374, SDYD

Civic Address: 1205 Maple Street, Okanagan Falls

Parcel Identifier (PID): 011-518-227 Folio: D-00835.000

CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Subdivision and Development Servicing Bylaw No. 2900, 2024, in the Regional District of Okanagan-Similkameen:
 - a) The underground wiring services regulation as prescribed in Section 4.4.2 is varied by waiving the requirement for underground pre-ducting along the frontage of the parcel.

COVENANT REQUIREMENTS

7. Not Applicable

SECURITY REQUIREMENTS

8. Not applicable

EXPIRY OF PERMIT

9. The development shall be carried out according to the following schedule:
- a) In accordance with Section 504 of the *Local Government Act* and subject to the terms of the permit, if the holder of this permit does not substantially start any construction with respect to which the permit was issued within two (2) years after the date it was issued, the permit lapses.
 - b) Lapsed permits cannot be renewed; however, an application for a new development permit can be submitted.

Authorising resolution passed by the Regional Board on _____, 2025.

J. Zaffino, Chief Administrative Officer

Regional District of Okanagan-Similkameen

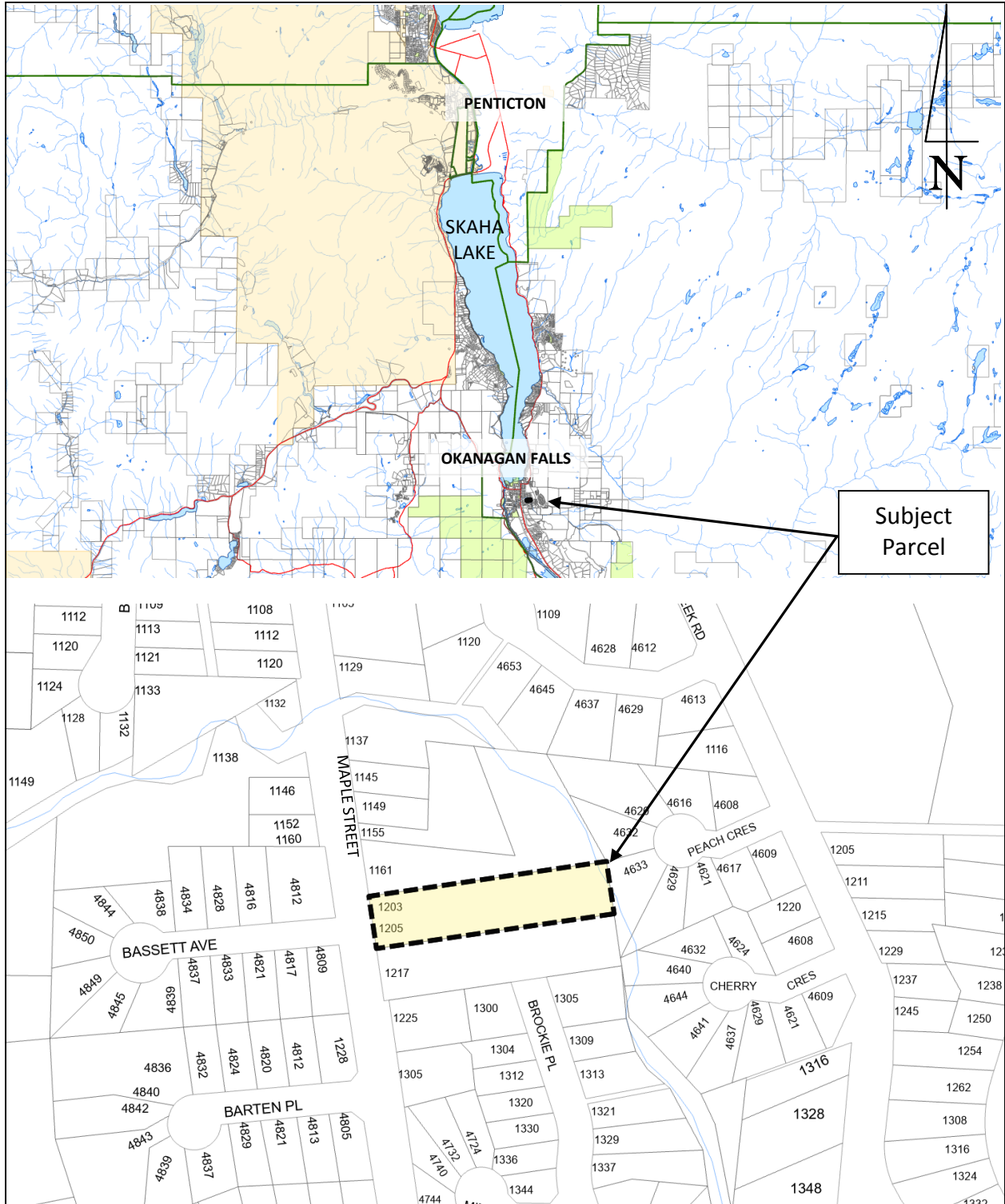
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: planning@rdos.bc.ca



Development Variance Permit

File No. D2024.034-DVP

Schedule 'A'



Development Variance Permit No. D2024.034-DVP

Page 3 of 4

Regional District of Okanagan-Similkameen

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

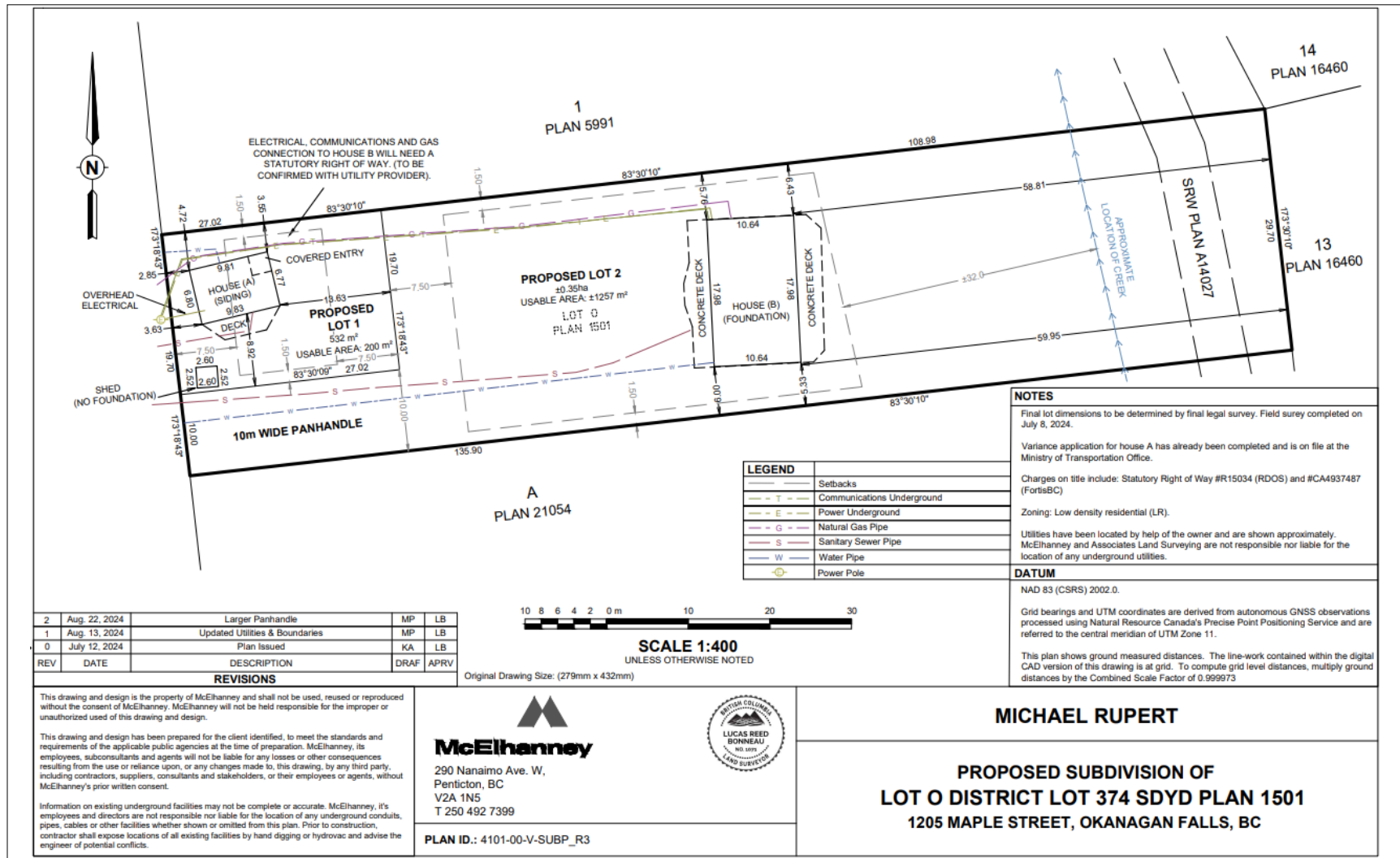
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2024.034-DVP

Schedule 'B'



Development Variance Permit No. D2024.034-DVP

Page 4 of 4

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: January 23, 2025
RE: Development Variance Permit Application — Electoral Area “E” (E2024.035-DVP)

Administrative Recommendation:

THAT Development Variance Permit No. E2024.035-DVP, to allow for the construction of an accessory building at 845 Kinney Road, be denied.

Legal: Lot A, Plan EPP139704, District Lot 210, SDYD Folio: E-02184.001

OCP: Low Density Residential (LR) Zone: Low Density Residential Two (RS2)

Variance Request: To increase the maximum height of an accessory building from 4.5 metres to 6.88 metre

Proposed Development:

This application is seeking a variance to the maximum height for an accessory building or structure that applies to the subject property in order to undertake the construction of a garage.

Specifically, it is being proposed to increase the maximum height for an accessory building or structure in the Low Density Residential Two (RS2) Zone, as prescribed in Section 16.2.6(b) from 4.5 metres to 6.88 metres.

In support of this request, the applicant has stated that “[t]he proposed height relaxations will allow for the construction of a second storey to a proposed garage. The second storey is proposed as an artisan studio/ workshop while also providing complementary storage for the single family dwelling on site. Due to the configuration of the existing dwelling, proposed dwelling.

Site Context:

The subject property is approximately 1,413 m² in area and is situated on the north side of Kinney Road, approximately within the community of Naramata. The property is understood to contain one (1) singled detached dwelling and accessory building.

The surrounding pattern of development is generally characterised primarily by similar residential development. There are some medium density residential developments and the Naramata Cemetery in the vicinity.

Background:

Available Regional District records do not include information on the date when the current boundaries of the subject property were created by a Plan of Subdivision. Additionally, Regional

District of Okanagan-Similkameen records do not indicate that building permits have previously been issued for this property.

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, the subject property is currently designated Low Density Residential (LR), and is not the subject of any development permit area designations.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential Two (RS2) which allows for accessory buildings as a permitted accessory use.

BC Assessment has classified the property as “Residential” (Class 01).

Board Consideration:

At its meeting on December 19, 2024, the RDOS Board resolved to defer the application to the Electoral Area “E” Advisory Planning Commission (APC).

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted, in accordance with Section 2.10 of Schedule ‘4’ of the Regional District’s Development Procedures Bylaw No. 2500, 2011, until 4:30 p.m. on December 2, 2024. All comments received are included as a separate item on the Board’s Agenda.

At its meeting of January 13, 2025, the Electoral Area “E” APC resolved to recommend to the RDOS Board that the subject application be approved.

Analysis:

In considering this proposal, Administration notes that regulating the height of accessory structures through the Zoning Bylaw is done to ensure that a building does not impact the shade and outdoor privacy of adjacent properties.

Building height is also an important component of the built form of a neighbourhood and, depending upon the location of an accessory structure (i.e. near a street frontage) an excessive height can have an impact upon established streetscape characteristics.

Accordingly, when assessing variance requests a number of factors are taken into account, including the intent of the regulation; the presence of any potential limiting physical features on the subject property; established streetscape characteristics; and whether the proposed development would have a detrimental impact upon the amenity of the area and/or adjoining uses.

While the proposed garage and workshop uses are seen to be consistent with the RS2 zone, an accessory building that is 6.88 metres tall is not. Furthermore, an accessory building intended to be subordinate to the principal building.

There is slope on the eastern half of the property, and while this may create some construction challenges, it also provides an advantage for the owners. Despite the western elevation of the structure being over 8 metres tall, building into the hill reduced the average height to the proposed 6.88 metres. Therefore, given that the variance is related to height, the topography is not seen to be a constraint.

Moreover, as the proposed addition to the house has not started, it is possible that alterations could be made to facilitate a situation that allows for the addition and the garage to be constructed on the flater eastern portion of the parcel.

In this case the parcel coverage for the RS2 zone is 40% and the proposed accessory structure and the dwelling addition will only amount to 19.68% allowing for lots of room to reduce the height of the structure by increasing the footprint of the proposed structure.

Alternative:

Conversely, Administration recognises that, a garage and workshop may be consistent with the low density residential use of the property. Additionally, the RS2 zone does permit “home occupations”. Shoud the workshop be used in this manner it could still be consistent with the intent of the zone.

The property does have a slope on the eastern half of the property, which could be seen to create a challenge to the construction of a building in this area.

The location of the proposed structure is at the rear of the property, and built into the slope of the property limiting the visibility from Kinney Road and reducing the impact on the character of the streetscape an neighbourhood.

Summary:

For these reasons, Administration does not support the requested variances and is recommending denial.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed variance has been notified in accordance with the requirements of the *Local Government Act* as well as the Regional District’s Development Procedures Bylaw No. 2500, 2011.

Alternative:

1. That the Board approve Development Variance Permit No. E2024.035-DVP.

Respectfully submitted

Colin Martin

Colin Martin, Planner I

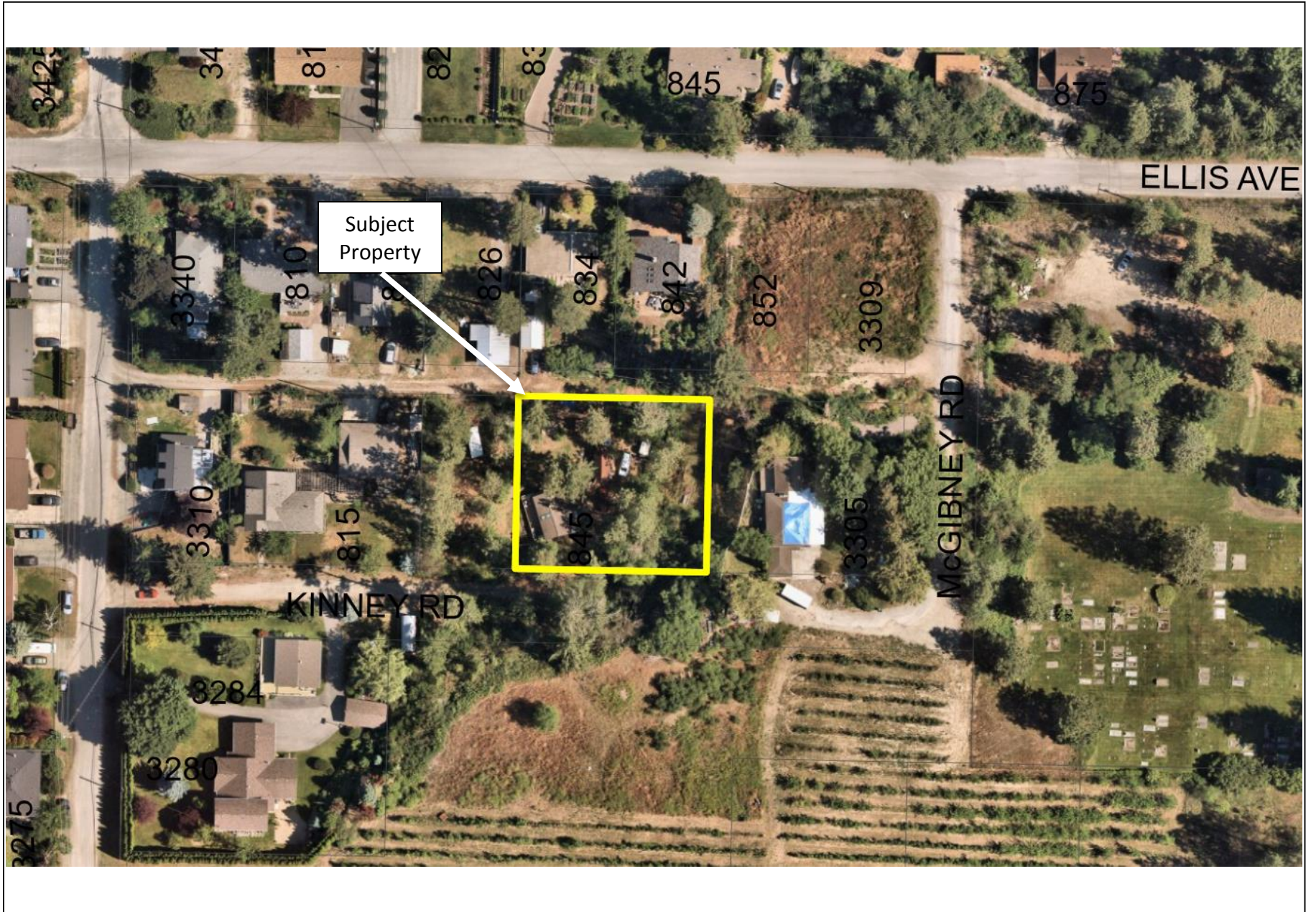
Endorsed by:



C. Garrish, Senior Manager of Planning

Attachments: No. 1 – Site Photo (Google Streetview)

Attachment No. 1 – Site Photo (Google Streetview)





Development Variance Permit

FILE NO.: E2024.035-DVP

Owner:

Agent:

GENERAL CONDITIONS

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District of Okanagan-Similkameen applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit that shall form a part thereof.
3. Where there is a conflict between the text of the permit and permit drawings or figures, the drawings or figures shall govern the matter.
4. This Development Variance Permit is not a Building Permit.

APPLICABILITY

5. This Development Variance Permit is substantially in accordance with Schedules 'A', 'B', 'C', and 'D', and applies to and only to those lands within the Regional District described below, and any and all buildings, structures and other development thereon:

Legal Description: Lot A, Plan EPP139704, District Lot 210, SDYD

Civic Address: 845 Kinney Road, Naramata

Parcel Identifier (PID): 032-321-678 Folio: E-02184.001

CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Okanagan Valley Zoning Bylaw No. 2800, 2022, in the Regional District of Okanagan-Similkameen:
 - a) the maximum height for an accessory building or structure in the Low Density Residential Two (RS2) Zone, as prescribed in Section 16.2.6(b), is varied:
 - i) from: 4.5 metres
 - to: 6.88 metres to the outermost projection as shown on Schedule 'B'.

COVENANT REQUIREMENTS

7. Not Applicable

SECURITY REQUIREMENTS

8. Not applicable

EXPIRY OF PERMIT

9. The development shall be carried out according to the following schedule:
- a) In accordance with Section 504 of the *Local Government Act* and subject to the terms of the permit, if the holder of this permit does not substantially start any construction with respect to which the permit was issued within two (2) years after the date it was issued, the permit lapses.
 - b) Lapsed permits cannot be renewed; however, an application for a new development permit can be submitted.

Authorising resolution passed by the Regional Board on _____, 2025.

J. Zaffino, Chief Administrative Officer

Regional District of Okanagan-Similkameen

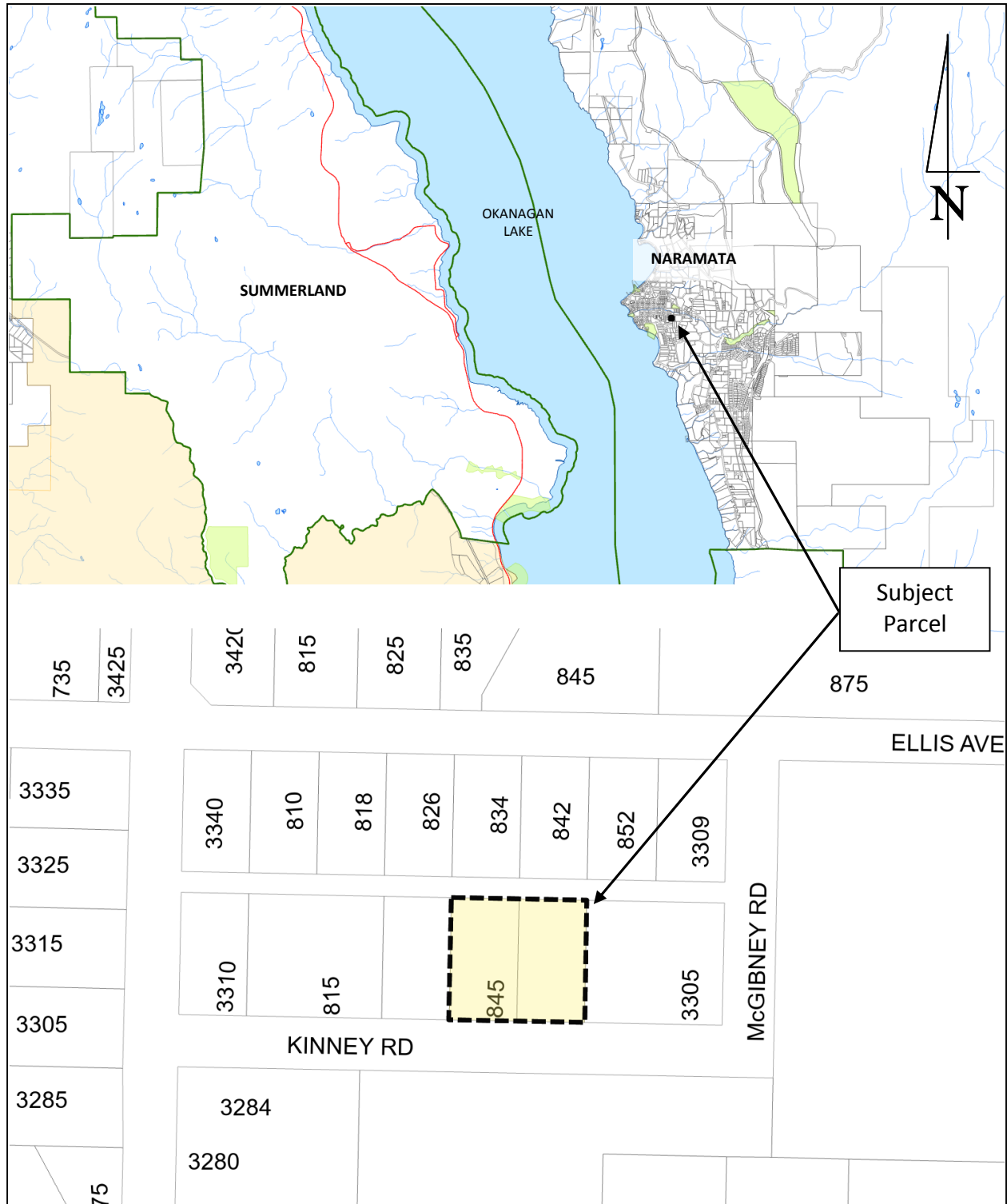
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: planning@rdos.bc.ca



Development Variance Permit

File No. E2024.035-DVP

Schedule 'A'



Regional District of Okanagan-Similkameen

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

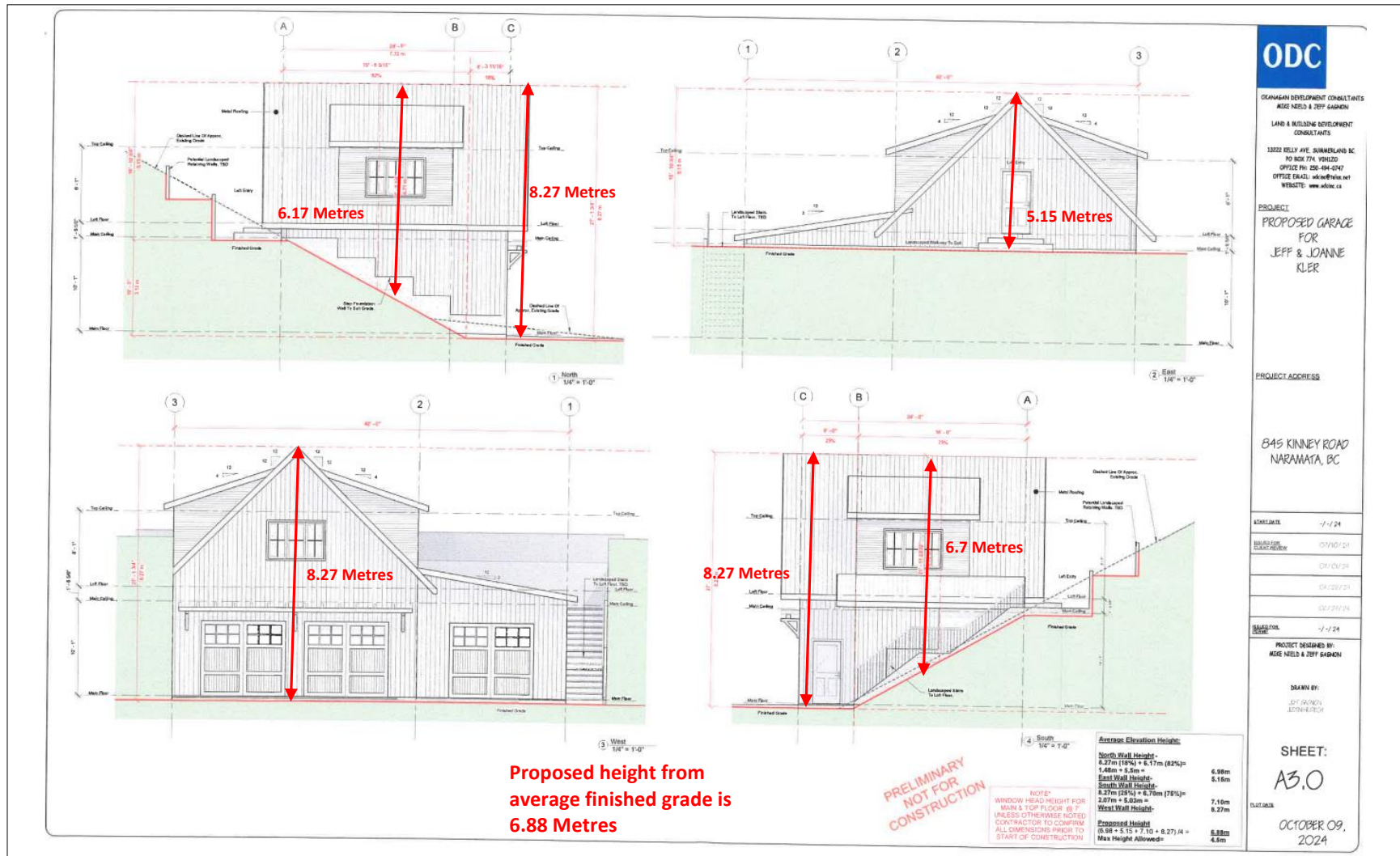
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. E2024.035-DVP

Schedule 'B'



Development Variance Permit No. E2024.035-DVP

Page 4 of 6

Regional District of Okanagan-Similkameen

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

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



Development Variance Permit

File No. E2024.035-DVP

Schedule 'C'

OKANAGAN DEVELOPMENT CONSULTANTS INC.
 LAND & BUILDING DEVELOPMENT CONSULTANTS:
 13222 KELLY AVE, SUMMERLAND, B.C. PO BOX 774, V0H 1Z0
 PH: (250) 494-0747
 EMAIL: odcinc@telus.net
 WEBSITE: www.odcinc.ca

PROJECT: PROPOSED GARAGE FOR JEFF & JOANNE KLER
PROJECT ADDRESS: 845 KINNEY ROAD, NARAMATA, BC
LEGAL DESCRIPTION: LOT A, PLAN EPP139704 - FORMALLY LOTS 11 & 12, PLAN KAP9272, DISTRICT LOT 210, SDVD
CURRENT ZONING: R52
PLOT DATE: October 31, 2024

ODC

OKANAGAN DEVELOPMENT CONSULTANTS
13222 KELLY AVE, SUMMERLAND, B.C. PO BOX 774, V0H 1Z0
PH: (250) 494-0747
EMAIL: odcinc@telus.net
WEBSITE: www.odcinc.ca

PROJECT:
PROPOSED DWELLING
ADDITION FOR
JEFF & JOANNE KLER

PROJECT ADDRESS:
845 KINNEY ROAD,
NARAMATA, BC

PROJECT NO: 001-1234
PROJECT CLIENT/OWNER: J/K

DESIGNED BY: 10/31/24
DESIGNED BY: MIKE & JEFF
DRAWN BY: JEFF GAGNON

SHEET:
A-1.1

DATE:
October 31, 2024

The Client, Works Manager, Or Contractor Is Responsible For Informing Okanagan Development Consultants Inc. Of Any Query Or Concern Regarding The Works Described On The Drawing, Including Verification Of Dimensions And Any Information Regarding Unusual Or Unanticipated Conditions Encountered During Execution Of The Works Or Preparation For Them.

Neighbourhood Plan
NTS

Development Variance Permit No. E2024.035-DVP

Page 5 of 6

Regional District of Okanagan-Similkameen

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

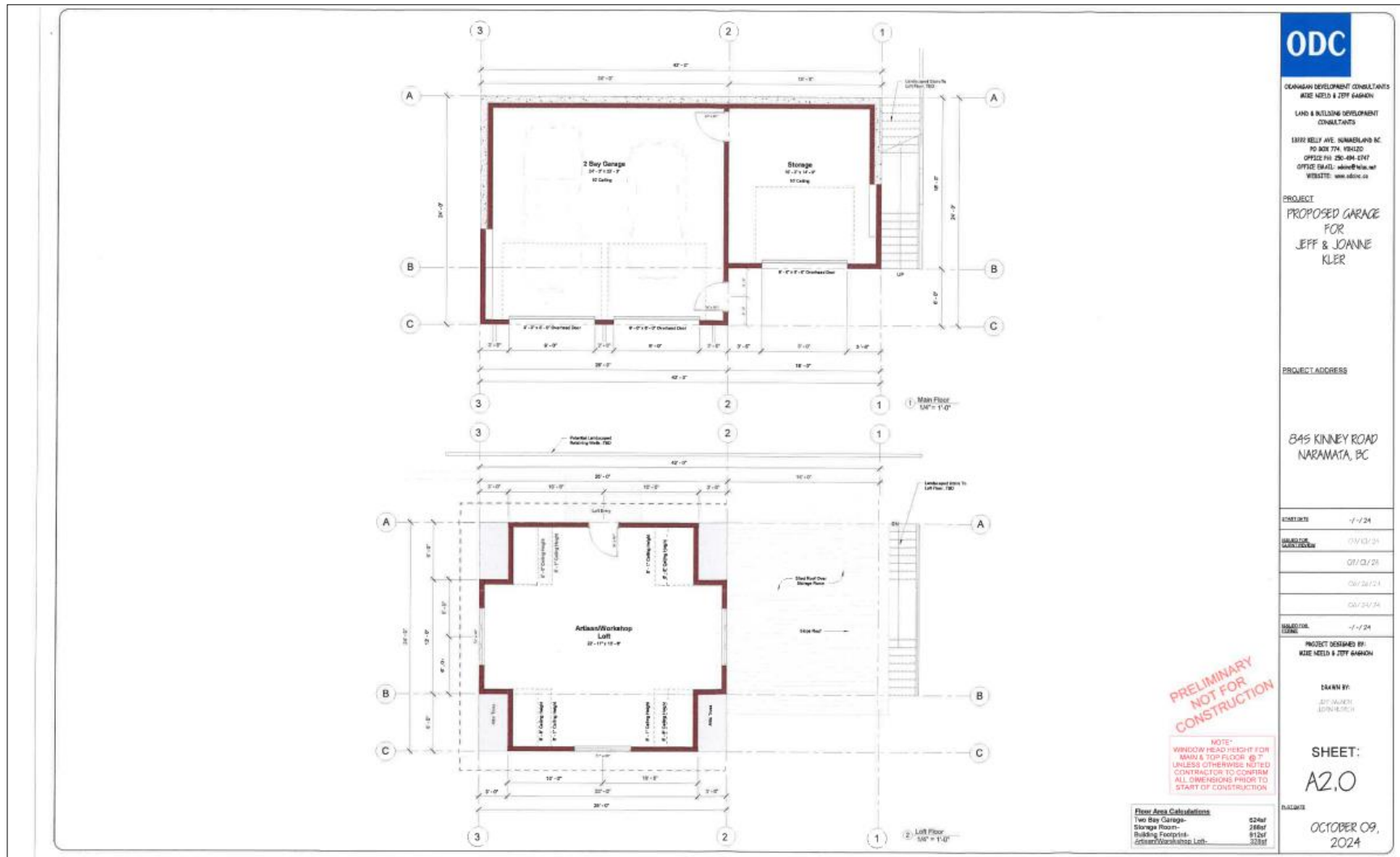
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. E2024.035-DVP

Schedule 'D'



Development Variance Permit No. E2024.035-DVP

Page 6 of 6

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: January 23, 2025

RE: **Solid Waste Management Plan – PAC New Members and Alternate Committee Chair**

Administrative Recommendation:

THAT the Regional District appoint an alternate Director to chair the Public Advisory Committee meetings and the Technical Advisory Committee meetings for the review and update of Solid Waste Management Plan in the absence of the appointed Director; and further,

THAT the Regional District approve the addition of the Public Advisory Committee members as outlined in the administrative report by Senior Manager of Public Works dated on January 23, 2025.

Purpose:

To strengthen the Technical and Public Advisory Committees to assist in the development of a Solid Waste Management plan consistent with the provincial guidelines.

Reference:

A Guide to Solid Waste Management Planning [swmp.pdf \(gov.bc.ca\)](#)

Background:

Regional Districts are required to review and to undertake major updates to their Solid Waste Management Plan (SWMP) every ten years. The last major update to the SWMP was conducted by the Regional District of Okanagan-Similkameen (RDOS) in 2011. As part of the provincial planning process, a Technical Advisory Committee (TAC) and a Public Advisory Committee (PAC) are required to be formed in compliance with the provincial “Guide to Solid Waste Management Planning.”

The primary purpose of the TAC is to review and help develop solutions to manage and reduce wastes consistent with the 5 R hierarchy to Reduce, Reuse, Recycle, Recover and Refuse. The PAC then reviews recommendations from the TAC in order to determine public acceptability and then provides the RDOS Board of Directors with its recommendations.

As per provincial guidelines, member municipalities, Indigenous communities, school boards, waste collectors, and provincial staff were contacted and invited to join the TAC and PAC according to the guidelines when the committees were first established. The PAC members were appointed by the Board on January 18, 2024.

Analysis:

The SWMP Team (RDOS Staff and Consultant) aim to expand the PAC for additional area representation with a diverse range of perspectives. Recruitment took place in December 2024 and four members of the public have applied and are being recommended accordingly.

Additionally, in accordance to the provincial guidelines, it is recommended to have an elected official chair the PAC and TAC meetings. Currently, Director Ryan Graham was elected as the chair for both committees. The SWMP Team is recommending the appointment of an alternative elected official to chair the PAC and TAC meetings for situations when the current chair is not available.

Technical and Public Advisory Committee Alternate Committee Chair recommendation

Representative	Geographic Representation	Qualification
Director Isaac Gilbert	Regional District	Elected Official

Public Advisory Committee new member recommendation

Representative	Geographic Representation	Qualification
John Todd	Hedley	Interested Resident
Steve Crout	Summerland	Interested Resident
Michelle Liota	Penticton	Interested Resident
Robert Ross	Penticton	Interested Resident

Future developments and updates on the review of Solid Waste Management Plans will be provided to the Board as the project progresses over the next 18 months.

Financial Implications:

No additional expenses for the project anticipated.

Alternatives:

The Board may choose to not add additional members to the PAC and an alternative director to act as chair of the PAC and TAC.

Communication Strategy: *(Outline the communications efforts being undertaken to ensure this initiative is communicated appropriately.)*

The public members will be contacted to confirm their appointment to the PAC.

Respectfully submitted:

“Liisa Bloomfield”

L. Bloomfield, Senior Manager of Public Works

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: January 23, 2025

RE: **New Transit Stop and Shelters for Gallagher Lake and Hedley**

Administrative Recommendation:

THAT

The RDOS apply for two grant funding opportunities to allow acquisition, design and construction of two transit stops, namely:

1. BC Transit New Shelter Program
2. Ministry of Transportation and Transit Minor Betterments Program

Purpose:

To establish a dedicated transit stop for the Gallagher Lake community for the Route 40 service and improve transit shelter in the unincorporated community of Hedley to better access the Route 50 service.

Reference:

N/A

Business Plan Objective: *(Tie to current RDOS Business Plan)*

3. Goal 2.2 To meet public needs through the continuous improvement of key services
4. Goal 3.1: To develop a healthy and socially sustainable region

Background:

The Gallagher Lake area does not have a dedicated transit stop for the Route 40 BC Transit service that passes through the community. This has been a project that has been in dormancy until recently due to a change in the proposed location of the stop. The proposed stop will be a simple pole and seat arrangement, similar to the example provided below.



The current Hedley transit stop for the Route 50 is located within a Ministry of Transportation and Transit right of way, with no safe shelter for transit users. The improved bus shelter will provide safe, accessible and improved visibility of transit use in the community. The shelter will be partially enclosed to improve user comfort and safety, similar to the example provided below.



Analysis:

The costs associated with establishing a new transit shelter exceed funds available in reserve for the transit services, and staff have identified these grant programs as a pathway to improve transit service without a direct cost to RDOS taxpayers.

Application for the grant funding opportunities will allow the following:

1. BC Transit New Shelter Program – Supply of transit shelter at no cost to the RDOS from BC Transit.
2. Ministry of Transportation and Transit Minor Betterments Program – Design and construction costs for the transit stops will be covered by the grant funding program with no cost to the RDOS.

Financial Implications:

These grant fundings will allow the project to be undertaken without cost impact to the RDOS.

Alternatives:

The grant funding opportunities are not realized and alternatives to funding are sought to allow design and build of the transit stops.

Communication Strategy: *(Outline the communications efforts being undertaken to ensure this initiative is communicated appropriately.)*

Respectfully submitted:

“Matt Weller”

M. Weller, Sustainability Manager

Endorsed by:

“Mark Koch”

Mark Koch, Managing Director, Community and Environmental Services

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: January 23, 2025

RE: **Update to the Search and Rescue Service Agreement – 2024**

Administrative Recommendation:

THAT the Board approve the 2024 Search and Rescue Service Agreement as presented ; and,

THAT the biennial review process outlined in the 2024 agreement be implemented to ensure the agreement remains relevant and effective.

Purpose:

To provide an updated Search and Rescue Service Agreement for approval, replacing the 2006 agreement and reflecting the evolving operational needs and funding requirements of the Regional District of Okanagan-Similkameen (RDOS) Search and Rescue (SAR) service.

Reference:

- Search and Rescue Service Agreement – 2006
- Search and Rescue Service Agreement – 2024

Background:

In 2006, the RDOS entered into a service agreement with four SAR organizations:

1. Keremeos and District Emergency Measures Society
2. Oliver/Osoyoos Search and Rescue Society
3. Princeton Ground Search and Rescue Society
4. Penticton and District Emergency Program Society

The original agreement provided \$55,000 annually to support SAR operations in the service area. Over the years, incremental annual increases raised funding to \$90,000 to address growing operational demands. Since the closure of the Keremeos and District Emergency Measures Society, the South Okanagan Similkameen Search and Rescue Executive Committee (SOSSAR) managed the funding distribution and ensure compliance with contractual obligations among the remaining three SAR teams.

The updated 2024 agreement removes the SOSSAR Executive Committee and replaces it with equal disbursements to each SAR societies determined by the RDOS.

SAR groups play a vital role in supporting RDOS residents and tourists, providing critical response capabilities for emergencies, including support during evacuation alerts and orders issued by the Emergency Operations Centre (EOC).

Analysis:

The 2006 agreement established foundational terms for SAR operations funding but has become outdated. Operational costs, training needs, and equipment requirements have significantly increased since the agreement was first executed. Moreover, SAR organizations now manage more complex and frequent emergency response scenarios, necessitating an updated funding framework and agreement structure.

Key updates in the 2024 agreement include:

- Simplified provisions to reflect the transition from four to three SAR groups.
- Enhanced consultation timelines for annual budget review and funding allocation.
- Formalized provisions for biennial agreement review to adapt to evolving needs.
- Updated clauses outlining financial management and reporting requirements.

The revised agreement ensures continued financial support while promoting accountability and efficiency in SAR operations.

Financial Implications:

The proposed agreement maintains the current funding level of \$90,000, distributed equitably among the three SAR groups. Future funding adjustments will align with RDOS's annual financial planning process.

Alternatives:

The Board can accept the updated 2024 agreement as presented or request further revisions in collaboration with the SAR teams to address additional considerations. Accepting the agreement is recommended by RDOS Staff to reflect current needs and streamline implementation

Communication Strategy:

A communication strategy will include notifying SAR teams, stakeholders, and the public about the updated agreement through direct correspondence, website updates, and social media announcements. Additionally, a press release will highlight the RDOS's commitment to supporting SAR operations and ensuring community safety.

Respectfully submitted:

“Sean Vaisler”

S. Vaisler, Emergency Services Manager

Endorsed by:

“Deborah Jones-Middleton”

Senior Manager of Protective Services

THIS AGREEMENT, dated for reference December 05, 2024,

BETWEEN:

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

101 MARTIN ST
PENTICTON, BC V2A 5J9
(the "Regional District")

OF THE FIRST PART

AND:

OLIVER/OSOYOOS SEARCH AND RESCUE SOCIETY

P.O. BOX 444 OLIVER, BC V0H 1T0
("Society")

PENTICTON AND DISTRICT EMERGENCY PROGRAM SOCIETY

251 DAWSON PENTICTON, BC V2A 3N4
("Society")

PRINCETON GROUND SEARCH AND RESCUE SOCIETY

P.O. BOX 1288 PRINCETON, BC V0X1W0
("Society")

(For this Agreement, the three named Societies will hereinafter be referred to collectively as the "Societies")

OF THE SECOND PART

WHEREAS

- A. Commencing in 2006, the Regional District has contributed funds to the Societies in accordance with the terms of a service agreement dated April 19, 2006 to offset the costs of operating Search and Rescue services in the Regional District's service area.
- B. The Regional District intends to continue to provide funding to the Societies identified on page 1, utilizing a standard and equitable rate agreed to by the Societies.
- C. The role of the Regional District's officials or staff in this Agreement is to provide a platform of financial support for the Societies.

1 CONSULTATION

- 1.1. The level of financial support each year will be based on the consultation and presentation from the Societies to the Regional District corporate board and/or staff regarding the Societies' past year's activities and requirements for the upcoming year. This consultation shall be conducted no later than SEPTEMBER 30th.
- 1.2. Each Society will provide a copy of their upcoming year's provisional operating budget to the Regional District no later than AUGUST 31st.
- 1.3. The Regional District will provide the Societies with a copy of the upcoming year's Regional District Financial Plan AFTER THE FIRST READING.
- 1.4. Each Society will provide a copy of their financial statements to the Regional District by FEBRUARY 28th.
- 1.5. Funding provided by the Regional District will be available for distribution to the Societies after APRIL 30th in accordance with Article 2.4.
- 1.6. To cater for unforeseen financial circumstances, a Society may request that a particular year's allocation formula be changed from the amount stipulated in Article 2.4 in accordance with the following procedure:
 - a. The Society shall provide written notice of such a request to the Parties no later than January 15th for that year's disbursement.
 - b. The Parties shall meet within sixty (60) days to consider such request.
 - c. Agreement by all Parties is required in order to change the allocation formula from that stipulated in Article 2.4.
 - d. The allocation formula will return to that stipulated in Article 2.4 for subsequent years' allocation, unless the process detailed in Article 1.6 is completed for a subsequent year.

2 CONTRIBUTION

- 2.1. Commencing in 2025, The Regional District will contribute an amount to the Societies in accordance with the terms of this Agreement to offset the Societies' costs of operating search and rescue services in the Regional District's service area.
- 2.2. The amount contributed shall be determined by the Regional District staff following consultations with the Societies and then recommended to the Regional Board for inclusion in the current year component of the Regional District Financial Plan.
- 2.3. The amount contributed by the Regional District under Section 2.1 is to be determined solely by the Regional District on an annual basis.
- 2.4. Normal disbursement of funds from the Regional District shall be allocated to each Society that meets the requirements stipulated in Articles 1.1 to 1.5 in an equal share of the total funding distributed by the Regional District.
- 2.5. The amount to be contributed under this agreement represents the total of the Regional District's annual disbursements to the Societies.
- 2.6. The Societies must use all monies provided by the Regional District for the purpose of operating Search and Rescue services in the service area, as described in the Societies' annual budget, other uses necessarily incidental to operating the Search and Rescue service, and for no other purpose.

3 Review of the Agreement

- 3.1. This Agreement shall be reviewed by the parties to this Agreement no later than September 30, 2025, and thereafter on a biennial basis.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the date written above.

The corporate seal of the REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN was affixed to this agreement in the presence of:

CHAIR OF THE BOARD

CHIEF ADMINISTRATIVE OFFICER

SIGNED, SEALED AND DELIVERED in the presence of:

Name

OLIVER/OSOYOOS SEARCH AND RESCUE SOCIETY

Address

PENTICTON AND DISTRICT EMERGENCY PROGRAM SOCIETY

Occupation

PRINCETON GROUND SEARCH AND RESCUE SOCIETY

THIS AGREEMENT dated for reference the 19th of April 2006, is

BETWEEN:

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
101 MARTIN ST
PENTICTON BC V2A 5J9
("Regional District")

OF THE FIRST PART

AND:

KEREMEOS AND DISTRICT EMERGENCY MEASURES SOCIETY
BOX 155 KEREMEOS, BC
V0X 1N0
("Society")

OLIVER / OSOYOOS SEARCH AND RESCUE SOCIETY
BOX 444 OLIVER, BC
V0H 1T0
("Society")

PRINCETON GROUND SEARCH AND RESCUE SOCIETY
PO BOX 711 PRINCETON, BC
V0X 1W0
("Society")

PENTICTON AND DISTRICT EMERGENCY PROGRAM SOCIETY
251 DAWSON PENTICTON, BC
V2A 3N4
("Society")

(ALL SOCIETIES BEING MEMBERS OF THE SOUTH OKANAGAN - SIMILKAMEEN SEARCH AND RESCUE EXECUTIVE COMMITTEE)

OF THE SECOND PART

WHEREAS

- A. The Regional District intends to provide funding to the Search and Rescue Societies identified on page 1, utilizing a standard and equitable rate identified by the four named search and rescue societies.
- B. It is not the role of the Regional District officials or staff to participate in the administration, policy, or direction of the search and rescue societies, rather to provide a platform of financial support on behalf of the participants.

1 CONTRIBUTION


- 1.1 Commencing in 2006 and for the year of 2006 the Regional District agrees to contribute in accordance with the terms of this agreement an amount of \$55,000 to costs of operating the service in the service area.
- 1.2 The amount for 2006 represents the total of the disbursements to the South Okanagan Similkameen Search and Rescue (SOSSAR) executive committee made up of all four named search and rescue societies.
- 1.3 The amount contributed by the Regional District under section 1.1 is to be determined solely by the Regional District on an annual basis.
- 1.4 The amount in ensuing years shall be determined by the Regional District staff from consulting with the SOSSAR executive committee; then recommended to the Regional Board for inclusion in the current year component of the Regional District Financial Plan.
- 1.5 The four named societies must use all monies provided by the Regional District for the purpose of operating the service in the service area, as described in the Society's annual budget, other uses necessarily incidental to operating the service, and no other purpose or use.

2 CONSULTATION

- 2.1 The level of financial support each year will be based on consultation and presentation from the SOSSAR executive committee to the Regional District no later than November 30.
- 2.2 The individual four named societies will provide a copy of their upcoming year's provisional operating budget to the Regional District no later than November 30.
- 2.3 The Regional District will provide the SOSSAR executive committee with a copy of the upcoming year's Regional District Financial Plan by December 15.
- 2.4 The individual four named societies will provide a copy of their financial statements to the Regional District by March 1.
- 2.5 Funding provided by the Regional District will be available for distribution after April 1. The amount shall be forwarded to the SOSSAR executive committee.
- 2.6 The SOSSAR executive committee will provide Regional District staff with minutes from committee meetings.
- 2.7 The four named societies will meet quarterly as the SOSSAR executive committee to discuss items such as the following:
 - (a) Funding allocation;
 - (b) Joint training opportunities;
 - (c) Response issues throughout the region;
 - (d) Mutual aid
- 2.8 The SOSSAR executive committee will provide Regional District staff with minutes from the quarterly committee meetings.
- 2.9 The SOSSAR executive committee will give a report and presentation to the Regional District corporate board and/or staff at the end of the calendar year, on the past years activities and requirements for the upcoming year.

IN WITNESS WHEREOF the parties hereto have executed this agreement on the date written above.

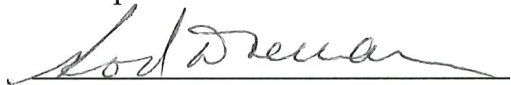
The corporate seal of the REGIONAL)
DISTRICT OF OKANAGAN-SIMILKAMEEN)
was affixed to this agreement in the presence)
of:)



CHAIR OF THE BOARD)

CHIEF ADMINISTRATIVE OFFICER)

SIGNED, SEALED AND DELIVERED)
in the presence of:)



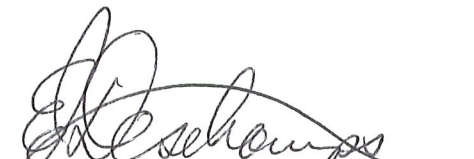
Name)

720-4th St


Address)

Administrative CAD

Occupation)
Village of
Keremeos)



KEREMEOS AND DISTRICT
EMERGENCY MEASURES SOCIETY)



OLIVER / OSOYOOS SEARCH AND
RESCUE SOCIETY)



PRINCETON GROUND SEARCH AND
RESCUE SOCIETY)



PENTICTON AND DISTRICT
EMERGENCY PROGRAM SOCIETY)

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: January 23, 2025

RE: **Electoral Area “C” (Oliver Rural) – Alternate Director and External Agency Appointments**

Purpose:

To advise the Board of the new director for Electoral Area “C”

Reference:

Local Government Act section 201

Business Plan Objective:

To be a high performing organization
To provide a high level of customer service

Background:

Sadly, the director for Electoral Area “C,” Rick Knodel, passed away earlier this month. His appointed alternate Irwin Chahal attended the January 9, 2025, RDOS meeting.

Analysis:

The *Local Government Act* section 201 addresses the situation of the office of an electoral area director becoming vacant through resignation, disqualification, or death. The alternate director holds the office until that person’s successor takes office following the next election for the office. If the alternate director is unable or unwilling to hold office as director, the board must, by resolution, appoint another person who has the qualifications to be nominated as a director for the electoral area.

Irwin Chahal has advised that he is willing to hold the office for the remainder of the term. He signed his oath of office as Director for Electoral Area “C” on January 9, 2025. The next general local election in British Columbia will be Saturday, October 17, 2026.

As Director Knodel held the external appointment to Southern Interior Municipal Employees Association and Okanagan Basin Water Board, a new appointee should be named for each of those agencies. As well, the appointment of a Planning & Development Committee Chair should be formalized.

Financial Implications:

There are no additional financial implications.

Communication Strategy:

An information release will be prepared to advise the residents of Electoral Area "C" (Oliver Rural) that Mr. Chahal will hold the office for the remainder of the term.

Respectfully submitted:

"Gillian Cramm"

G. Cramm, Deputy Corporate Officer

Endorsed by:

"Christy Malden"

C. Malden, Corporate Officer/Deputy CAO