

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD of DIRECTORS MEETING



REGULAR AGENDA

Thursday, April 3, 2025

9:15 am

Pages

A. APPROVAL OF AGENDA

(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

That the Agenda for the RDOS Board Meeting of March 20, 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 Parks and Recreation Commissions

- | | | |
|----------------|---|----|
| A.1.1.1 | Okanagan Falls Parks and Recreation Commission Minutes | 5 |
| | THAT the Minutes of the February 27, 2025, Okanagan Falls Parks and Recreation Commission be received. | |
| A.1.1.2 | Similkameen Recreation Commission Appointment | 9 |
| | THAT Julia Pepin be appointed to the Similkameen Recreation Commission for a two-year term, ending December 31, 2026. | |
| A.1.1.3 | Similkameen Recreation AGM Minutes | 10 |
| | THAT the Minutes of the March 11, 2025, Similkameen Recreation Commission AGM meeting be received. | |
| A.1.1.4 | Similkameen Recreation Minutes | 12 |
| | THAT the Minutes of the March 11, 2025, Similkameen Recreation Commission meeting be received. | |
| A.1.1.5 | Kobau Park Commission AGM Minutes | 14 |
| | THAT the minutes of the March 11, 2025, Kobau Park Commission AGM meeting be received. | |

A.1.1.6	Kobau Park Commission Minutes	16
	THAT the minutes of the March 11, 2025, Kobau Park Commission meeting be received.	
A.1.2	Protective Services Committee	18
	THAT the Minutes of the March 20,2025 Protective Services Committee meeting be adopted.	
A.1.3	Environment and Infrastructure Committee	19
	THAT the Minutes of the March 20, 2025, Environment and Infrastructure Committee meeting be adopted.	
A.1.4	Corporate Services Committee	20
	THAT the Minutes of the March 20,2025, Corporate Services Committee meeting be adopted.	
A.1.5	RDOS Board of Directors	22
	THAT the Minutes of the March 20,2025, RDOS Board of Directors meeting be adopted.	
B.	CLOSED SESSION	
	(Unweighted Corporate Vote - Simple Majority)	
	<u>RECOMMENDATION</u>	
	THAT in accordance with Section 90(a)(c), & (j) of the <i>Community Charter</i> , the Board close the meeting to the public on the basis of personal information about an identifiable individual who holds or is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality, labour relations or other employee relations, and 21 of the <i>Freedom of Information and Protection of Privacy Act</i> .	
C.	DEVELOPMENT SERVICES - Building Inspection	
C.1	Building Bylaw Infraction - Civic Address: 117 Farleigh Lake Road	30
	(Unweighted Corporate Vote - Simple Majority)	
	<u>RECOMMENDATION</u>	
	THAT a Section 302 Notice on Title, pursuant to Section 302 of the <i>Local Government Act</i> and Section 57 of the <i>Community Charter</i> (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 15, District Lot 1444, SDYL, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2805, 2018.	
C.2	Building Bylaw Infraction - Civic Address: 1906 Estates Place	33
	(Unweighted Corporate Vote - Simple Majority)	

RECOMMENDATION

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 5, District Lot 4947, ODYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2805, 2018.

- C.3 Building Bylaw Infraction - Civic Address: 2521 Green Mountain Road** 39
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 4, District Lot 977S, SDYL, that certain works have 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 May 3, 2025, the property is not in compliance with the Regional District of Okanagan-Similkameen Building Bylaw No. 2805, 2018.

D. DEVELOPMENT SERVICES - Rural Land Use Matters

- D.1 Agricultural Land Commission Referral (Non-Farm Use) – Electoral Area “I”** 45
(C2025.006-ALC)
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the RDOS Board “authorize” the application to allow a “washroom facility” as a non-farm use on the parcel located at 317 Linden Avenue (Lot 2, Plan EPP87092, District Lot 105S, SDYD) to proceed to the Agricultural Land Commission.

- D.2 Temporary Use Permit Application – Electoral Area “E” (E2025.003-TUP)** 51
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT Temporary Use Permit No. E2025.003-TUP, to allow vacation rental use at 2505 Kettle Ridge Way be approved.

- D.3 Zoning Bylaw Amendment – Electoral Area “C” (C2024.016-ZONE)** 64
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.49, 2025 be read a third time.

E. FINANCE

E.1 Electoral Area “H” Community Facilities Capital Reserve Expenditure for Princeton Fire Hall

80

(Weighted Corporate Vote - 2/3 Majority)

RECOMMENDATION

THAT Bylaw 3105, 2025 to authorize an expenditure of \$500,000 from the Area “H” Community Facilities Capital Reserve to contribute to the construction of the Princeton fire hall be given first, second, and third readings and be adopted.

F. LEGISLATIVE SERVICES

F.1 Vintage Views and Lakeshore Waterworks Utilities Assent Vote Election Officer Appointments

83

(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT Gillian Cramm be appointed as the Chief Election Officer and Diane Vaykovich and Marc Aucoin be appointed as Deputy Chief Election Officers for the Vintage Views Wastewater System and Lakeshore Waterworks System Assent Voting opportunities.

F.2 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 Strategic Priorities Board Amendments

H. OTHER BUSINESS

H.1 Chair's Report

H.2 Directors Motions

H.3 Board Members Verbal Update

I. ITEMS COMING OUT OF CLOSED SESSION

J. ADJOURNMENT

RECOMMENDATION

THAT the meeting adjourn.

Minutes



Okanagan Falls Parks & Recreation Commission



Meeting of February 27, 2025, 6:30 p.m.

Okanagan Falls Recreation Centre
Multipurpose Room
1141 Cedar Street, Okanagan Falls, BC

Present:	Matt Taylor (RDOS, Director, Electoral Area "D")
Members:	Bob Daly (Chair), Laura Adamson, Judy Garner, Mark Beaulieu, Rick Wilson, Barb Shanks, Kelvin Hall
Absent:	Allison Symons (Vice Chair), Jillian Johnston
Recording Secretary:	Heather Lemieux (Recording Secretary), via transcription
Staff:	Nancy Wigley (RDOS, Recreation Coordinator), Matt Weller (RDOS, Sustainability Manager)
Guests:	None

1. CALL TO ORDER

The meeting was called to order at 6:40 p.m. Quorum Present.

ADOPTION OF AGENDA

RECOMMENDATION

It was Moved and Seconded THAT the Okanagan Falls Parks & Recreation Commission Agenda of February 27, 2025 be adopted as presented.

CARRIED

2. APPROVAL OF PREVIOUS MEETING MINUTES

2.1 RECOMMENDATION

It was Moved and Seconded THAT the Minutes for the Okanagan Falls Parks & Recreation Commission meeting of January 30, 2025 be adopted and all presentations and reports be received as presented.

CARRIED

3. CORRESPONDENCE / DELEGATIONS

None

4. RDOS STAFF REPORTS — N. Wigley (RDOS, Recreation Coordinator) & M. Weller (RDOS, Sustainability Manager)

4.1 Okanagan Falls Q4 Report — N. Wigley (RDOS, Recreation Coordinator) presented the Q4 Recreation Report.

Upcoming — a youth obstacle course is scheduled on April 26, 2025 and Spring Break Science Camp is being held.

The commission thanked N. Wigley (RDOS, Recreation Coordinator) for a successful quarter and for the wide range of program offerings.

4.2 EV Charger Project — M. Weller (RDOS, Sustainability Manager) presented a proposal for an EV Charger in Kenyon Park.

The commission expressed concerns over the location and lack of financial information.

The proposal was submitted in January 2025, and the commission had recommended to M. Taylor (RDOS, Director, Electoral Area “D”) that the project not be approved at the proposed location.

5. COMMISSION MEMBER REPORTS

None

6. RDOS DIRECTOR’S REPORT — M. Taylor (RDOS, Director, Electoral Area “D”)

6.1 Okanagan Falls Recreation Centre — M. Taylor (RDOS, Director, Electoral Area “D”) reported on discussions with School District #53 regarding the shared use agreement between the district and RDOS.

6.2 Capital Project Update — Discussed capital projects for 2025 including a basketball hoop for the school gym, a picnic shelter study, an irrigation assessment, and the Garnett Family Park completion.

7. BUSINESS ARISING

7.1 Capital Projects Proposal 2026 — Proposed projects were reviewed and discussed. See attached *2026 Capital Project Recommendations.pdf*.

RECOMMENDATION

It was Moved and Seconded THAT the 2026 Capital Project Recommendations be submitted to RDOS staff.

CARRIED

ACTION — B. Daly (Chair) to submit recommendations to J. Shuttleworth (RDOS, Manager of Parks) and K. Gabelhei (RDOS, Projects Supervisor).

7.2 Volunteer Projects 2025 — The commission discussed the 2025 Focus, see attached *2025 Focus.pdf*.

Discussed the list of issues and circulated unfunded capital and volunteer projects for consideration.

ACTION — B. Daly (Chair) to begin volunteer project discussions with J. Shuttleworth (RDOS, Manager of Parks).

8. ADJOURNMENT

RECOMMENDATION

It was Moved and Seconded THAT the meeting be adjourned at 8:00 p.m.

CARRIED

NEXT MEETING – March 27, 2025 at 6:30 p.m.

Attachments:

[Commission Resource Page](#)

[By Area | RDOS](#) (Recreation Fall Guide, etc.)

[RDOS Regional Connections](#) (link to Regional Connections page)

Project Request Form - (Insert Proj. Title).doc

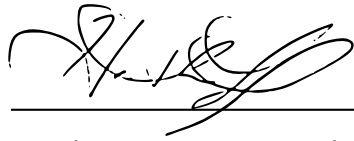
Commission - Annual Timeline.PDF

Okanagan Falls Q4 Report.pdf

2026 Capital Project Recommendations.pdf

2025 Focus.pdf

Bob Daly (Chair), Okanagan Falls Parks & Recreation Commission – Electoral Area “D”



Heather Lemieux, Recording Secretary

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: April 3, 2025

RE: **Similkameen Recreation Commission Appointment**

Administrative Recommendation:

THAT Julia Pepin be appointed to the Similkameen Recreation Commission for a two-year term, ending December 31, 2026.

Reference:

Bylaw No. 2732, 2016 Regional District of Okanagan-Similkameen Parks and Recreation Commission Establishment Bylaw.

Background:

As per RDOS Parks and Recreation Commission Bylaw No. 2732, 2016, advertisements are placed in local news publications each fall seeking new membership for all six Commissions. Commission membership is for a two-year term, and members are staggered by one year to provide continuity. The bylaw allows for 5 to 11 members on each commission. The Similkameen Recreation Commission currently has 7 members.

Analysis:

The affected Electoral Area Director has reviewed the nominee for appointment.

Alternatives:

THAT the appointment be declined.

Respectfully Submitted:

"J.Shuttleworth"
J. Shuttleworth, Manager of Parks

Endorsed By:

"M.Koch"
M. Koch, Managing Director Community &
Environmental Services



Minutes

Annual General Meeting

Similkameen Recreation Commission

Meeting of March 11, 2025, 6:30 pm

-
- Present:** Mr. J. Evans - Village of Keremeos, Mr. T. Roberts - Director, Electoral Area "G"
- Members:** Sarah Martin - Chair, Eileen Oliver-Bauer, Joseph Domijan, Alexander Rousseau, Jocelyn Reaume
- Absent:** Mr. J. Wiebe - Director, Village of Keremeos, Mr. A. Holley - Alternate, Village of Keremeos, Mr. G. Bush - Director, Electoral Area "B", Trevor Hunter - Alternate, Electoral Area "G", Sandy Diaz, Shirley Saint
- Staff:** Andy Foster - Manager of Recreation and Facilities, Carole Fittell – Recreation Coordinator
- Delegates / Guests:** None

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

ADOPTION OF AGM AGENDA

RECOMMENDATION

It was Moved and Seconded that the AGM Agenda of March 11, 2025 be adopted.

CARRIED

2. APPROVAL OF PREVIOUS AGM MEETING MINUTES

RECOMMENDATION

It was Moved and Seconded that the Minutes for Similkameen Recreation Commission AGM meeting of February 6, 2024 be approved.

CARRIED

3. DIRECTOR CALLS FOR NOMINATIONS FOR CHAIRPERSON

3.1 RECOMMENDATION

It was Moved and Seconded that S. Martin has been nominated as chair.

CARRIED

4. CHAIR CALLS FOR DISCRETIONARY POSITIONS

4.1 None

5. ADJOURNMENT

5.1 **RECOMMENDATION**

It was Moved and Seconded that the meeting be adjourned at 6:40 pm.

CARRIED

NEXT MEETING – 2026



Minutes

Similkameen Recreation Commission

Meeting of March 11, 2025, 6:45 pm

-
- Present:** Mr. J. Evans - Village of Keremeos, Mr. T. Roberts - Director, Electoral Area "G"
- Members:** Sarah Martin - Chair, Eileen Oliver-Bauer, Alexander Rousseau, Jocelyn Reaume
- Absent:** Mr. J. Wiebe - Director, Village of Keremeos, Mr. A. Holley - Alternate, Village of Keremeos, Mr. G. Bush - Director, Electoral Area "B", Trevor Hunter - Alternate, Electoral Area "G", Sandy Diaz, Shirley Saint, Joseph Domijan
- Staff:** Andy Foster - Manager of Recreation and Facilities, Carole Fittell – Recreation Coordinator
- Delegates / Guests:** None

1. CALL TO ORDER

The meeting was called to order at 6:45 pm.

ADOPTION OF AGENDA

RECOMMENDATION

It was Moved and Seconded that the Agenda of March 11, 2025 be adopted.

CARRIED

2. APPROVAL OF PREVIOUS MEETING MINUTES

RECOMMENDATION

It was Moved and Seconded that the Minutes for the Similkameen Recreation Commission meeting of September 10, 2024 be approved.

CARRIED

3. CORRESPONDENCE / DELEGATIONS

3.1 None

4. RDOS STAFF REPORTS

- 4.1 Facility Update
- 4.2 Programming Update
- 4.3 Capital Projects Update

5. COMMISSION MEMBER REPORTS

- 5.1 None

6. RDOS DIRECTOR'S REPORT

- 6.1 None

7. BUSINESS ARISING

- 7.1 None

8. ADJOURNMENT

RECOMMENDATION

It was Moved and Seconded that the meeting be adjourned at 7:55 pm.

CARRIED

NEXT MEETING: May 13, 2025, Similkameen Recreation Centre



Minutes

Annual General Meeting

Kobau Park Commission

Meeting of March 11, 2025, 7:15 pm

Present: George Bush - Electoral Area "B" Director
Members: Tammy Vesper, Justine Lougheed, Tuesday MacDonald, Marie Marven
Absent: Sonja VanDenHoek, Teshia Marven
Staff: Justin Shuttleworth – Manager of Parks, Tim Roth – Projects Coordinator
Delegates / Guests: None

1. CALL TO ORDER

The meeting was called to order at 7:15 pm.

ADOPTION OF AGM AGENDA

RECOMMENDATION

It was Moved and Seconded that the AGM Agenda of March 11, 2025 be adopted.

CARRIED

2. APPROVAL OF PREVIOUS AGM MEETING MINUTES

RECOMMENDATION

It was Moved and Seconded that the Minutes for the Kobau Park Commission AGM meeting of April 10, 2024, be approved.

CARRIED

3 DIRECTOR CALLS FOR NOMINATIONS FOR CHAIRPERSON

RECOMMENDATION

It was Moved and Seconded that M. Marven has been nominated as chair.

CARRIED

4. CHAIR CALLS FOR DISCRETIONARY POSITIONS

RECOMMENDATION

It was Moved and Seconded that Tammy Vesper has been nominated as Treasurer and Sonja VandenHoek has been nominated as Secretary.

CARRIED

5. ADJOURNMENT

RECOMMENDATION

It was Moved and Seconded that the meeting be adjourned at 7:20 pm.

CARRIED

NEXT MEETING: 2026



Minutes

Kobau Park Commission

Meeting of March 11, 2025, 7:30 pm

Present:	George Bush - Electoral Area "B" Director
Members:	Tammy Vesper, Justine Lougheed, Tuesday MacDonald, Marie Marven
Absent:	Sonja VanDenHoek, Teshia Marven
Staff:	Justin Shuttleworth – Manager of Parks, Tim Roth – Projects Coordinator
Delegates / Guests:	None

1. CALL TO ORDER

The meeting was called to order at 7:30 pm.

ADOPTION OF AGENDA

RECOMMENDATION

It was Moved and Seconded that the Agenda of March 11, 2025, be adopted.

CARRIED

2. APPROVAL OF PREVIOUS MEETING MINUTES

RECOMMENDATION

It was Moved and Seconded that the Minutes for the Kobau Park Commission meeting of May 27, 2024, be approved.

CARRIED

3. CORRESPONDENCE / DELEGATIONS

- 3.1 Letter received from Bob McAtammney regarding basketball/pickle ball court. Discussed fencing and use of.

4. RDOS STAFF REPORTS

- 4.1 2025 Budget First Review – J. Shuttleworth
- 4.2 Future Capital Projects – J. Shuttleworth
- 4.3 Multi-Use Courts Project Update and Next Steps – T. Roth

5. COMMISSION MEMBER REPORTS

- 5.1 Chair reported ball teams will be using the field this year starting April 1, 2025.
- 5.2 Treasure Report – T. Vesper

6. RDOS DIRECTOR'S REPORT

6.1 None

7. BUSINESS ARISING

7.1 None

8. ADJOURNMENT

RECOMMENDATION

It was Moved and Seconded that the meeting be adjourned at 8:15 pm.

CARRIED

NEXT MEETING: TBD

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, March 20, 2025

RDOS Boardroom

101 Martin Street, Penticton, BC V2A 5J9



MEMBERS PRESENT: Chair M. Taylor, Electoral Area "D"
Vice-Chair G. Bush, Electoral Area "B"
Director R. Barkwill, Summerland
Director J. Bloomfield, City of Penticton
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 C. Watt, City of Penticton
Director J. Wiebe, Village of Keremeos
Director I. Chahal, Electoral Area "C"

STAFF PRESENT: J. Zaffino, CAO
N. Evans-MacEwan, CFO

C. Malden, Corporate Officer
A. Fillion, Managing Director

The meeting was called to order at 11:46 am.

A. APPROVAL OF AGENDA

MOVED and SECONDED

THAT the Agenda for the Environment and Infrastructure Committee Meeting of March 20, 2025 be adopted.-
CARRIED

B. Water System Meter Locations

S. Fiorito, Public Works Projects Coordinator I, provided a Water System Meter Location presentation to Committee.

C. DELEGATE – OASIS

Lisa Scott, Executive Director, OASIS, provided a 2024 Summary of Activities and Results to Committee.

D. ADJOURNMENT

MOVED and SECONDED

THAT the meeting adjourn at 12:30 pm.-**CARRIED**

M. Taylor, Chair

C. Malden, Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Corporate Services Committee

Thursday, March 20, 2025

RDOS Boardroom

101 Martin Street, Penticton, BC V2A 5J9

MEMBERS PRESENT: Chair M. Pendergraft, Electoral Area "A"
Director C. Watt, City of Penticton
Director R. Barkwill, Summerland
Director J. Bloomfield, City of Penticton
Director G. Bush, Electoral Area "B"
Director I. Chahal, Electoral Area "C"
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 T. Roberts, Electoral Area "G"
Director M. Taylor, Electoral Area "D"
Director J. Wiebe, Village of Keremeos

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

The meeting was called to order at 1:31 pm.

Vice-Chair Watt chaired the meeting as requested by Chair Pendergraft.

A. APPROVAL OF AGENDA

By consensus the agenda was adopted.

THAT the Agenda for the Corporate Services Committee Meeting of March 20, 2025 be adopted.

B. CLOSED SESSION

MOVED and SECONDED

THAT in accordance with Section 90(1)(c), and (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 1:31 pm and reopened to the public at 2:14 pm.

C. ADJOURNMENT

MOVED and SECONDED

THAT the meeting adjourn at 2:15 pm.-**CARRIED**

M. Pendergraft, Chair

C. Malden, Corporate Officer

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Thursday, March 20, 2025

RDOS Boardroom

101 Martin Street, Penticton, BC V2A 5J9



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

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

The meeting was called to order at 10:35 am.

A. APPROVAL OF AGENDA

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

That the Agenda for the RDOS Board Meeting of March 20, 2025 be adopted. **-CARRIED**

A.1 Consent Agenda - Corporate Issues

(Unweighted Corporate Vote - Simple Majority)

Any item removed from the Consent Agenda - Corporate Issues will go to the Legislative Services Section of the Agenda.

THAT the Consent Agenda Corporate Services be adopted.

A.1.1 Parks and Recreation Commissions

A.1.1.1 Kaleden Parks and Recreation Commission AGM

THAT the Minutes of the February 18, 2025, Kaleden Parks and Recreation Commission Annual General meeting be received.

A.1.1.2 Kaleden Parks and Recreation Commission

THAT the Minutes of the February 18, 2025, Kaleden Parks and Recreation Commission meeting be received.

A.1.2 Corporate Services Committee

THAT the Minutes of the March 6, 2025 Corporate Services Committee meeting be adopted.

A.1.3 RDOS Board of Directors

THAT the Minutes of the March 6, 2025 RDOS Board of Directors meeting be adopted.

A.1.4 Oliver and District Recreation Advisory Committee

THAT the Board of Directors rescind Orion Kendrick’s appointment to the Oliver and District Recreation Advisory Committee.

B. DEVELOPMENT SERVICES - Rural Land Use Matters

B.1 Agricultural Land Commission Referral (Non-Farm Use) – Electoral Area “C” (C2024.009-ALC)

(Unweighted Corporate Vote - Simple Majority)

THAT the RDOS Board “authorize” the application to allow a “solar energy system” as a non-farm use on the parcel located at 4353 Ryegrass Road (Lot A, Plan 18096, District Lot 2450S, SDYD) to proceed to the Agricultural Land Commission.

MOVED and SECONDED

THAT the application to allow a “solar energy system” as a non-farm use on the parcel located at 4353 Ryegrass Road (Lot A, Plan 18096, District Lot 2450S, SDYD) be referred to the Advisory Planning Commission for review.-**CARRIED**

B.2 Agricultural Land Commission Referral (Non-Farm Use) – Electoral Area “C” (C2024.010-ALC)

(Unweighted Corporate Vote - Simple Majority)

THAT the RDOS Board not “authorize” the application for “non-adhering residential use as a non-farm use on the parcel located at 5526 Primrose Lane (Lot 148, Plan KAP1728, District Lot 2450S, SDYD) to proceed to the Agricultural Land Commission.

MOVED and SECONDED

THAT the application for “non-adhering residential use as a non-farm use on the parcel located at 5526 Primrose Lane (Lot 148, Plan KAP1728, District Lot 2450S, SDYD) be referred to the Advisory Planning Commission for review.-**CARRIED**

B.3 Development Variance Permit Application — Electoral Area “E” (E2025.004-DVP)

(Unweighted Rural Vote - Simple Majority)

THAT Development Variance Permit No. E2025.004-DVP, to allow for the construction of a carport at 2401 Workman Place, be denied.

MOVED and SECONDED

THAT Development Variance Permit No. E2025.004-DVP, to allow for the construction of a carport at 2401 Workman Place, be referred to the Advisory Planning Commission for review.-**CARRIED**

B.4 Zoning Bylaw Amendment – Electoral Area “C” (C2024.016-ZONE)

(Unweighted Rural Vote - Simple Majority)

MOVED and SECONDED

THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.49, 2025, be read a first and second time and proceed to public hearing;

AND THAT the holding of a public hearing be scheduled for the Regional District Board meeting of April 3, 2025;

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

B.5 Short Term Rentals – Electoral Areas “D”, “F” & “I” (X2024.017-ZONE)

(Unweighted Rural Vote - Simple Majority)

THAT the Official Community Plan Amendment Bylaw No. 3099, 2025, and the Okanagan Valley Zoning Amendment Bylaw No. 2800.50, 2025, be read a first and second time and proceed to public hearing;

AND THAT the Board of Directors considers the process, as outlined in this report from the Chief Administrative Officer dated March 20, 2025, to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*;

AND THAT, in accordance with Section 477 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 3099, 2025, in conjunction with its Financial and applicable Waste Management Plans;

AND THAT the holding of a public hearing be scheduled for the Regional District Board meeting of April 3, 2025;

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

MOVED and SECONDED

THAT the Official Community Plan Amendment Bylaw No. 3099, 2025, and the Okanagan Valley Zoning Amendment Bylaw No. 2800.50, 2025, be postponed for staff review be postponed until the Board of Directors meeting April 17, 2025 to allow staff to gather further information.-**CARRIED**

B.6 Short Term Rentals – Electoral Area “A”, “C” & “E” (X2024.018-ZONE)

(Unweighted Rural Vote - Simple Majority)

THAT the Official Community Plan Amendment Bylaw No. 3101, 2025; CAO Delegation Amendment Bylaw No. 3033.02, 2025; and Development Procedures Amendment Bylaw No. 2500.36, 2025, be read a first and second time;

AND THAT the Official Community Plan Amendment Bylaw No. 3101, 2025, proceed to public hearing;

AND THAT the Board of Directors considers the process, as outlined in this report from the Chief Administrative Officer dated March 20, 2025, to be appropriate consultation for the purpose of Section 475 of the *Local Government Act*;

AND THAT, in accordance with Section 477 of the *Local Government Act*, the Board of Directors has considered Amendment Bylaw No. 3099, 2025, in conjunction with its Financial and applicable Waste Management Plans;

AND THAT the holding of a public hearing be scheduled for the Regional District Board meeting of April 3, 2025;

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

MOVED and SECONDED

THAT the Official Community Plan Amendment Bylaw No. 3101, 2025; CAO Delegation Amendment Bylaw No. 3033.02, 2025; and Development Procedures Amendment Bylaw No. 2500.36, 2025, be postponed until the Board of Directors meeting April 17, 2025 to allow staff to gather further information.-**CARRIED**

B.7 Regulating the Creation of New Private Utilities (X2023.011-ZONE)

(Unweighted Rural Vote - Simple Majority)

MOVED and SECONDED

THAT the following amendment bylaws to regulate the creation of new private utilities be read a third time:

- Official Community Plan Amendment Bylaw No. 3045, 2025;
- Zoning Amendment Bylaw No. 3046, 2025;

- Subdivision Servicing and Development Bylaw No. 2900.01, 2025; and
- Development Procedures Amendment Bylaw No. 2500.34, 2025.

MOVED and SECONDED

THAT the following amendment bylaws to regulate the creation of new private utilities be amended to remove Areas “C”, “G”, “E”, and “H”.

- Official Community Plan Amendment Bylaw No. 3045, 2025;
- Zoning Amendment Bylaw No. 3046, 2025;
- Subdivision Servicing and Development Bylaw No. 2900.01, 2025; and
- Development Procedures Amendment Bylaw No. 2500.34, 2025.

By consensus the motion carried.

Question on the main motion

MOVED and SECONDED

THAT the following amendment bylaws to regulate the creation of new private utilities as amended to remove Areas “C”, “G”, “E”, and “H”.

- Official Community Plan Amendment Bylaw No. 3045, 2025;
- Zoning Amendment Bylaw No. 3046, 2025;
- Subdivision Servicing and Development Bylaw No. 2900.01, 2025; and
- Development Procedures Amendment Bylaw No. 2500.34, 2025.

MOVED and SECONDED

THAT the following amendment bylaws to regulate the creation of new private utilities be postponed to a future meeting allow staff to gather further information.

- Official Community Plan Amendment Bylaw No. 3045, 2025;
- Zoning Amendment Bylaw No. 3046, 2025;
- Subdivision Servicing and Development Bylaw No. 2900.01, 2025; and
- Development Procedures Amendment Bylaw No. 2500.34, 2025.

-CARRIED

Opposed: Director Gilbert

B.8 Petition to Enter Service Area – Electoral Area “D” (D2024.003-SAP)

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

THAT Bylaw No. 2978.03, 2025, Okanagan Falls Water Service Establishment Amendment Bylaw be adopted.-**CARRIED**

B.9 Official Community Plan (OCP) & Zoning Bylaw Amendments (X2024.013-ZONE)

(Unweighted Rural Vote - Simple Majority)

MOVED and SECONDED

THAT the Official Community Plan Amendment Bylaw No. 3089, 2025, and the Okanagan Valley Zoning Amendment Bylaw No. 2800.45, 2025, be adopted.- **CARRIED**

B.10 Business Licence Regulation Bylaw (X2024.014-ZONE)

(Weighted Participant Vote - Majority)

Participants: Electoral Areas "A", "B", "D", "E", "F", "G", & "I"

THAT the Regional District of Okanagan-Similkameen Business Licence Regulation Bylaw No. 3100, 2025, be adopted.

(Unweighted Corporate Vote - Simple Majority)

THAT Chief Administrative Officer Delegation Amendment Bylaw No. 3033.01, 2025, be adopted.

(Weighted Corporate Vote - Majority)

THAT Fees and Charges Amendment Bylaw No. 3050.04, 2025, and Municipal Ticketing Information Amendment Bylaw No. 2328.05, 2025 be adopted.

MOVED and SECONDED

THAT consideration of Bylaw Nos. 3100, 2025, 3033.01, 2025, 3050.04, 2025, 2328.05, 2025 be postponed to a future meeting to allow staff to gather further information.-

CARRIED

OPPOSED: Director Gilbert

C. PROTECTIVE SERVICES

C.1 Fire Safety Act – Inspections and Investigations Requirements

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

THAT the Board approve assigning responsibilities for Inspections and Investigations under the *Fire Safety Act* to the Office of the Fire Commissioner.-**CARRIED**

D. LEGISLATIVE SERVICES

D.1 RDOS Fees and Charges Bylaw No. 3097, 2025

(Weighted Corporate Vote - 2/3 Majority)

MOVED and SECONDED

THAT Bylaw No. 3097, 2025, a bylaw of the Regional District of Okanagan-Similkameen to set Fees and Charges, be read a second and third time, and be adopted.-**CARRIED**

D.2 Voyent Alert! Usage Policy Amendment

(Unweighted Corporate Vote - Simple Majority)

MOVED and SECONDED

THAT the RDOS Voyent Alert! Usage Policy be adopted as amended in the March 20, 2025 administrative report.

MOVED and SECONDED

THAT the RDOS Voyent Alert! Usage Policy be adopted as amended in the March 20, 2025 administrative report and further amended to include any authority delegated to a managing Director or their Delegate.-**CARRIED**

Question on the main motion**MOVED and SECONDED**

THAT the RDOS Voyent Alert! Usage Policy be adopted as amended in the March 20, 2025 administrative report to include any authority delegated to a managing Director or their Delegate.-**CARRIED**

E. CAO REPORTS

E.1 Verbal Update

E.2 Strategic Priorities Board Amendments

F. OTHER BUSINESS

F.1 Chair's Report

F.2 Directors Motions

F.3 Board Members Verbal Update

F.3.1 Board Representation

1. Municipal Finance Authority – *Pendergraft, Watt (Alternate)*
2. Municipal Insurance Association – *Pendergraft, Taylor (Alternate)*

3. Okanagan Basin Water Board - *McKortoff, Holmes, Monteith, Fedrigo (Alternate), Pendergraft (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*
8. Starling Control – *Bush*
9. Economic Trust of the Southern Interior (ETSI-BC) - *Johansen, McKortoff, Bloomfield, Roberts (Alternate)*

G. CLOSED SESSION

The meeting recessed at 11:45 am to accommodate a delegation, and reconvened at 2:16 pm.
(Unweighted Corporate Vote - Simple Majority)

THAT in accordance with Section 90(1)(c),(e), and (2)(b) of the *Community Charter*, the Board close the meeting to the public on the basis of labour relations or other employee relations, the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality, and the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party.

The meeting closed to the public at 2:16 pm and reopened to the public at 3:35 pm.

I. ADJOURNMENT

MOVED and SECONDED

THAT the meeting adjourn at 335 pm.-**CARRIED**

M. Pendergraft, Chair

C. Malden, Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: April 3, 2025

RE: **Building Bylaw Infraction - Civic Address: 117 Farleigh Lake Road**

Administrative Recommendation:

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 15, District Lot 1444, SDYL, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2805, 2018.

<u>Civic:</u>	117 Farleigh Lake Road	<u>Folio:</u> 04768.375
<u>Legal:</u>	Lot 15, DL 1444, Plan KAP23234	<u>PID:</u> 006-536-573
<u>Zone:</u>	AG1	

Purpose:

The purpose of this report is to seek direction from the Regional District Board regarding enforcement against the property owner(s) of 117 Farleigh Lake Road, legally described as Lot 15, District Lot 1444, Plan KAP23234 in relation to:

1. Expired building permit

Site Context:

The subject property is approximately 13.18 acres (5.26 ha) in area and is 16.7 km south west of the city of Penticton BC.

Regulatory Provisions:

Regional District of Okanagan-Similkameen Building Bylaw No. 2805, 2018 (“Building Bylaw”). The property is zoned AG1 under RDOS Zoning Bylaw 2800.

Business Plan Objective:

To develop an economically sustainable region.

Background:

The Contravention of Building Regulations Report dated February 13, 2025 from the Building Official indicates that Permit #22971 was issued on April 21, 2022. This permit was issued for an addition to a single family dwelling and expired on April 21, 2024.

Despite correspondence to the owner(s) the permit has expired without the required inspections. The most recent inspection was on September 14, 2023 where it was observed by the Building Official the following items were still outstanding in order to close the file:

- Letter of certification for septic
- Exterior finished
- Completion of bathrooms

The following contact has been made with the property owner in an attempt to resolve this matter:

October 9, 2024 – Expired permit letter mailed to owners

November 13, 2024 – Final letter mailed to owners.

Analysis:

Reasonable efforts have been made to achieve voluntary compliance with the property owner.

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

Alternatives:

Category 2

1. Place a notice of deficiencies on the folio file (Category 1) and abandon further enforcement action
2. Place a Section 302 Notice on property title and proceed with injunctive action (Category 3)

Communication Strategy:

The owners will be notified via mail of the Regional District of Okanagan-Similkameen Board results.

Respectfully submitted:

Mark Petry

M. Petry, Senior Manager of Building and Enforcement Services

Endorsed by:



A. Fillion, Managing Director, Dev & Infrastructure

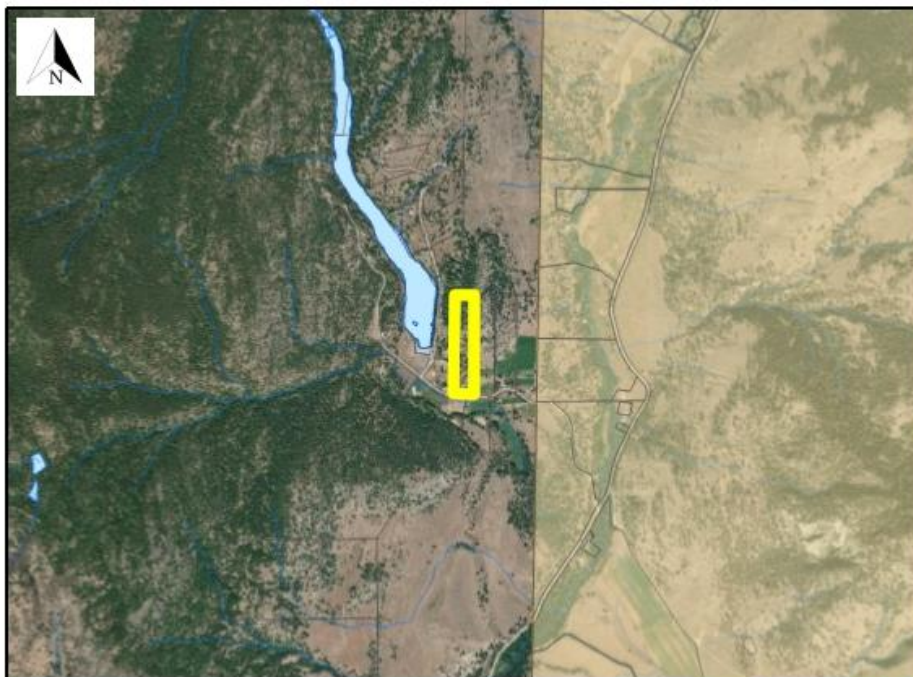


Regional District of Okanagan-Similkameen

101 Martin Street, Penticton, BC V2A 5J9
Phone: (250)492-0237 Fax: (250)492-0063
Toll Free: 1-877-610-3737
Website: www.rdos.bc.ca

PARCEL MAP

Created on: 18-Feb-2025



- LEGEND**
- Electoral Area Boundaries
 - Major Highways
 - Indian Reserve
 - Parks
 - Streams
 - Major Lakes
 - Small Lakes

Owner(s):

Scale 1:4514

Civic Address(es):

117 FARLEIGH LAKE RD
115 FARLEIGH LAKE RD

Zoning:

Designation: AG1
Bylaw Number: 2800

BC Assessment:

Assessed Land Value: \$145,000.00
Assessed Imp. Value: \$760,000.00
Total Assessed Value: \$905,000.00

Property Details:

Primfolio: 71504768.375
Folio: 04768.375
Jurisdiction: 715
PID: 006-536-573
Parcel Area (m2): 50,906.37
Electoral Area: I

Legal

Description:
LOT 15, PLAN KAP23234,
DISTRICT LOT 1444,
SIMILKAMEEN DIV OF YALE
LAND DISTRICT,
MANUFACTURED HOME REG.#
7014

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: April 3, 2025

RE: **Building Bylaw Infraction - Civic Address: 1906 Estates Place**

Administrative Recommendation:

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 5, District Lot 4947, ODYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2805, 2018.

<u>Civic:</u>	1906 Estates Place	<u>Folio:</u>	07298.174
<u>Legal:</u>	Lot 5, DL 4947, Plan KAP33471	<u>PID:</u>	003-180-832
<u>Zone:</u>	SH4		

Purpose:

The purpose of this report is to seek direction from the Regional District Board regarding enforcement against the property owner(s) of 1906 Estates Place, legally described as Lot 5, District Lot 4947, Plan KAP33471 in relation to:

1. Expired building permit

Site Context:

The subject property is approximately 1.003 acres (0.405 ha) in area and is situated at 1906 Estates Place, Penticton BC.

Regulatory Provisions:

Regional District of Okanagan-Similkameen Building Bylaw No. 2805, 2018 (“Building Bylaw”). The property is zoned SH4 under RDOS Zoning Bylaw 2800.

Business Plan Objective:

To develop an economically sustainable region.

Background:

The Contravention of Building Regulations Report dated February 13, 2025 from the Building Official indicates that Permit #22160 was issued on December 11, 2020. This permit was issued for a pool and expired on December 11, 2021.

Despite correspondence to the owner(s) the permit has expired without the required inspections.

The deficiencies are not health and a safety related.

The following contact has been made with the property owner in an attempt to resolve this matter:

April 25, 2024 – Expired permit letter mailed to owners

January 22 2025 – Final letter mailed to owners.

Analysis:

Reasonable efforts have been made to achieve voluntary compliance with the property owner.

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

Category 2

As there are potential construction deficiencies on this property which are not a health and safety concern, a Section 302 Notice on Title is recommended by staff. The Notice on Title advises the current and future owners of the deficiency and protects the RDOS from liability.

Alternatives:

Category 2

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

Communication Strategy:

The owners will be notified via mail of the Regional District of Okanagan-Similkameen Board results.

Respectfully submitted:

Mark Petry

M. Petry, Senior Manager of Building and Enforcement Services

Endorsed by:



A. Fillion, Managing Director, Dev & Infrastructure



Regional District of Okanagan-Similkameen

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PARCEL MAP

Created on: 18-Feb-2025



- LEGEND**
- Electoral Area Boundaries
 - Major Highways
 - Indian Reserve
 - Parks
 - Streams
 - Major Lakes
 - Small Lakes

Owner(s): Scale 1:1128

Civic Address(es):
1906 ESTATES PL

Zoning:
Designation: SH5
Bylaw Number: 2800

BC Assessment:
Assessed Land Value: \$321,000.00
Assessed Imp. Value: \$1,051,000.00
Total Assessed Value: \$1,372,000.00

Property Details:
Primfolio: 71507298.174
Folio: 07298.174
Jurisdiction: 715
PID: 003-180-832
Parcel Area (m2): 4,056.60
Electoral Area: F

Legal Description:
LOT 5, PLAN KAP33471,
DISTRICT LOT 4947, OSOYOOS
DIV OF YALE LAND DISTRICT

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: April 3, 2025

RE: **Building Bylaw Infraction - Civic Address: 1906 Estates Place**

Administrative Recommendation:

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 5, District Lot 4947, ODYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2805, 2018.

<u>Civic:</u>	1906 Estates Place	<u>Folio:</u>	07298.174
<u>Legal:</u>	Lot 5, DL 4947, Plan KAP33471	<u>PID:</u>	003-180-832
<u>Zone:</u>	SH4		

Purpose:

The purpose of this report is to seek direction from the Regional District Board regarding enforcement against the property owner(s) of 1906 Estates Place, legally described as Lot 5, District Lot 4947, Plan KAP33471 in relation to:

1. Expired building permit

Site Context:

The subject property is approximately 1.003 acres (0.405 ha) in area and is situated at 1906 Estates Place, Penticton BC.

Regulatory Provisions:

Regional District of Okanagan-Similkameen Building Bylaw No. 2805, 2018 (“Building Bylaw”). The property is zoned SH4 under RDOS Zoning Bylaw 2800.

Business Plan Objective:

To develop an economically sustainable region.

Background:

The Contravention of Building Regulations Report dated February 13, 2025 from the Building Official indicates that Permit #22160 was issued on December 11, 2020. This permit was issued for a pool and expired on December 11, 2021.

Despite correspondence to the owner(s) the permit has expired without the required inspections.

The deficiencies are not health and a safety related.

The following contact has been made with the property owner in an attempt to resolve this matter:

April 25, 2024 – Expired permit letter mailed to owners

January 22 2025 – Final letter mailed to owners.

Analysis:

Reasonable efforts have been made to achieve voluntary compliance with the property owner.

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

Category 2

As there are potential construction deficiencies on this property which are not a health and safety concern, a Section 302 Notice on Title is recommended by staff. The Notice on Title advises the current and future owners of the deficiency and protects the RDOS from liability.

Alternatives:

Category 2

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

Communication Strategy:

The owners will be notified via mail of the Regional District of Okanagan-Similkameen Board results.

Respectfully submitted:

Mark Petry

M. Petry, Senior Manager of Building and Enforcement Services

Endorsed by:



A. Fillion, Managing Director, Dev & Infrastructure



Regional District of Okanagan-Similkameen

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PARCEL MAP

Created on: 18-Feb-2025



- LEGEND**
- Electoral Area Boundaries
 - Major Highways
 - Indian Reserve
 - Parks
 - Streams
 - Major Lakes
 - Small Lakes

Owner(s): Scale 1:1128

Civic Address(es):
1906 ESTATES PL

Zoning:
 Designation: SH5
 Bylaw Number: 2800

BC Assessment:
 Assessed Land Value: \$321,000.00
 Assessed Imp. Value: \$1,051,000.00
 Total Assessed Value: \$1,372,000.00

Property Details:
 Primfolio: 71507298.174
 Folio: 07298.174
 Jurisdiction: 715
 PID: 003-180-832
 Parcel Area (m2): 4,056.60
 Electoral Area: F

Legal Description:
 LOT 5, PLAN KAP33471,
 DISTRICT LOT 4947, OSOYOOS
 DIV OF YALE LAND DISTRICT

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: April 3, 2025

RE: **Building Bylaw Infraction - Civic Address: 2521 Green Mountain Road**

Administrative Recommendation:

THAT a Section 302 Notice on Title, pursuant to Section 302 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 302 of the LGA), be filed against the title of lands described as Lot 4, District Lot 977S, SDYL, that certain works have 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 May 3, 2025, the property is not in compliance with the Regional District of Okanagan-Similkameen Building Bylaw No. 2805, 2018.

<u>Civic:</u>	2521 Green Mountain Road	<u>Folio:</u>	04497.150
<u>Legal:</u>	Lot 4, District Lot 977S, Plan KAP29575	<u>PID:</u>	002-859-050
<u>Zone:</u>	RA		

Purpose:

The purpose of this report is to seek direction from the Regional District Board regarding enforcement against the property owner(s) of 2521 Green Mountain Road, legally described as Lot 4, District Lot 977S, Plan KAP29575 in relation to:

1. Expired building permit

Site Context:

The subject property is approximately 10.06 acres (4.07 ha) in area and is 28 km south west of the city of Penticton BC.

Regulatory Provisions:

Regional District of Okanagan-Similkameen Building Bylaw No. 2805, 2018 (“Building Bylaw”). The property is zoned RA under RDOS Zoning Bylaw 2800.

Business Plan Objective:

To develop an economically sustainable region.

Background:

The Contravention of Building Regulations Report dated February 13, 2025 from the Building Official indicates Building Permit 22607 issued August 13, 2021 and was extended to August 16, 2024. This permit was issued to complete previously expired permits 20204, 18634, 17484 and 15744 for a single family dwelling. The original permit 15744 was issued July 28 2006.

The permit has expired without required inspections. The most recent inspection was Insulation/vapour barrier on September 29, 2021 where the Building Official noted spray foam applied to walls and vaulted ceiling. The basement level was not insulated.

No further inspections have been conducted.

Despite correspondence to the owner(s) the permit has not been completed.

The deficiencies are health and safety related and the building is being occupied without approval from the authority holding jurisdiction.

The following contact has been made with the property owner in an attempt to resolve this matter:

February 4, 2025 – Final letter mailed to owners

September 25, 2024 – Expired letter mailed to owners.

Analysis:

Reasonable efforts have been made to achieve voluntary compliance with the property owner.

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

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

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

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

Category 3

As there are potential construction and health and safety deficiencies on this property, a Section 302 Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

Section 6.6 of the Board's "Bylaw Enforcement Procedures" Policy sets out that where unlawful activity has not ceased or where compliance is not being actively pursued within the time period provided for voluntary compliance, that legal proceedings or direct enforcement action should be initiated. This step towards legal action is always at the discretion of the Board.

Financial Implications:

Placement of a Notice on the property title is a routine staff function. Injunctive action will require an application be submitted to the British Columbia Supreme Court. Seeking a court injunction has a legal cost (approximately \$10,000) which, if successful, can only partially be recovered from the property owners.

Alternatives:

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

Communication Strategy:

The owners will be notified via mail of the Regional District of Okanagan-Similkameen Board results.

Respectfully submitted:

Mark Petry

M. Petry, Senior Manager of Building and Enforcement Services

Endorsed by:



A. Fillion, Managing Director, Dev & Infrastructure

Attachments: Parcel Map/photos



Regional District of Okanagan-Similkameen

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Phone: (250)492-0237 Fax: (250)492-0063
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Website: www.rdos.bc.ca

PARCEL MAP

Created on: 19-Feb-2025



- LEGEND**
- Electoral Area Boundaries
 - Major Highways
 - Indian Reserve
 - Parks
 - Streams
 - Major Lakes
 - Small Lakes

Owner(s):

Scale 1:4514

Civic Address(es):

2521 GREEN MOUNTAIN RD

Zoning:

Designation: RA
Bylaw Number: 2800

BC Assessment:

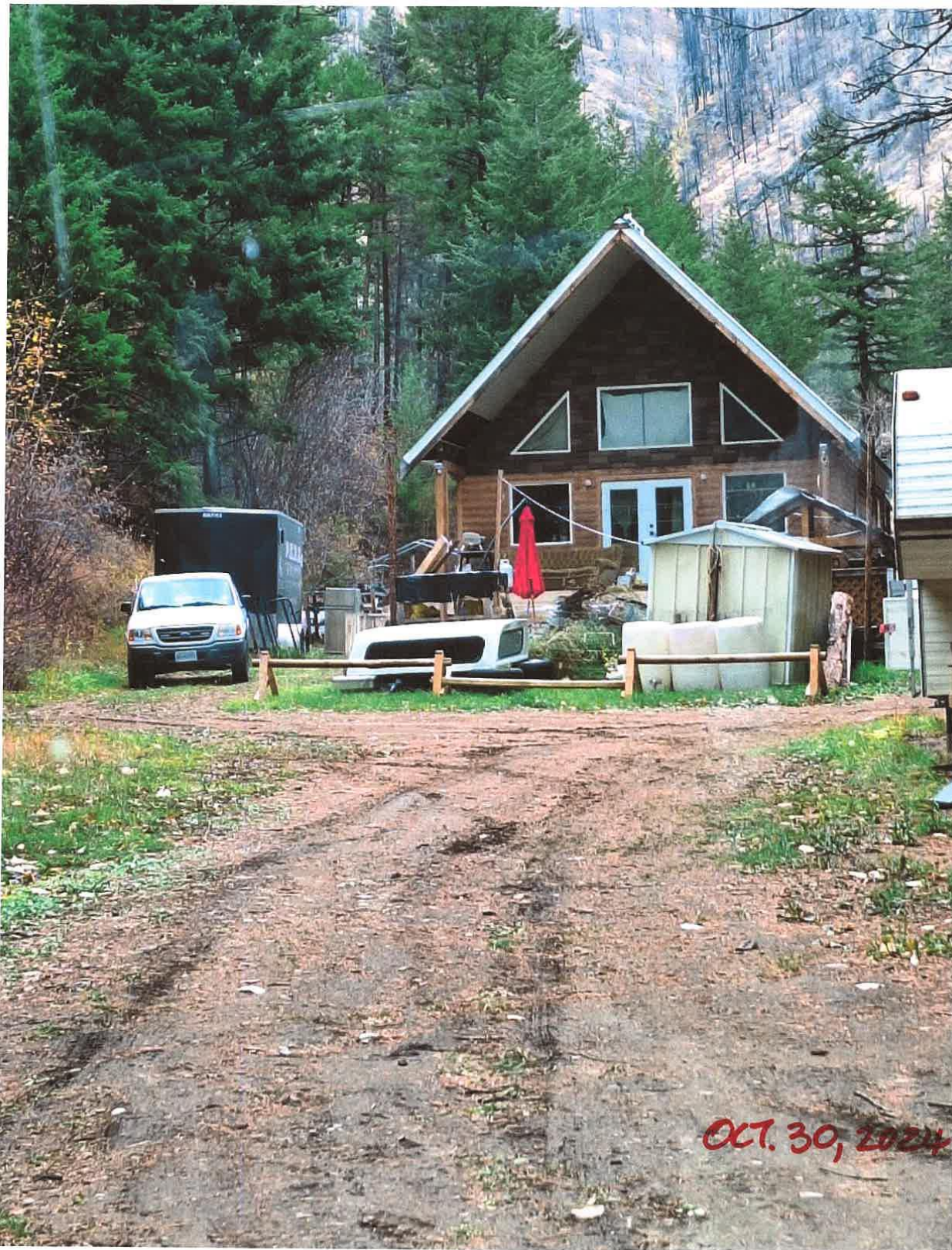
Assessed Land Value: \$166,000.00
Assessed Imp. Value: \$419,000.00
Total Assessed Value: \$585,000.00

Property Details:

Primfolio: 71504497.150
Folio: 04497.150
Jurisdiction: 715
PID: 002-859-050
Parcel Area (m2): 40,680.27
Electoral Area: I

Legal

Description:
LOT 4, PLAN KAP29575,
DISTRICT LOT 977S,
SIMILKAMEEN DIV OF YALE
LAND DISTRICT



October 30 2024



November 5 2019



I-04497.150
2521 Green Mountain Rd
November 5, 2019

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: April 3, 2025

RE: Agricultural Land Commission Referral (Non-Farm Use) – Electoral Area “I” (C2025.006-ALC)

Administrative Recommendation:

THAT the RDOS Board “authorize” the application to allow a “washroom facility” as a non-farm use on the parcel located at 317 Linden Avenue (Lot 2, Plan EPP87092, District Lot 105S, SDYD) to proceed to the Agricultural Land Commission.

Purpose: To allow an accessory building (washroom facility) to be constructed within the ALR.

Civic: 317 Linden Avenue, Kaleden Legal: Lot 2, Plan EPP87092, District Lot 105S, SDYD

Folio: C-01502.140 Zone: Agriculture One Site Specific (AG1s)

Proposed Development:

An application has been submitted to the Agricultural Land Commission (ALC) under Section 20 of the *Agricultural Land Commission Act* (the Act), and referred to the Regional District, in order to allow for an accessory building to be operated as a non-farm use within the Agricultural Land Reserve (ALR).

In support of this proposal, the applicant has stated that “(the washroom facilities used for patrons of the property) have in the past relied on restrooms in the cafe on the adjoining property, 315 Linden Ave, or portable washrooms beside the (existing, seasonal) tent. Both options have limitations as the café washrooms are 400 plus metres (from the tent) and the portables are not wheelchair accessible.”

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.”

Site Context:

The subject property is approximately 1.2 ha in area and is situated on the north-east side of Linden Avenue. It is understood that the parcel is comprised of a botanical garden, along with a large, seasonal banquet tent.

The surrounding pattern of development is generally characterised by similarly sized agricultural parcels to the North, South, and West, and residential parcels to the East.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on October 4, 2018, while available Regional District records indicate that building permit(s) have not previously been issued for this property.

Under the Electoral Area “I” Official Community Plan (OCP) Bylaw No. 2683, 2016, the subject property is currently designated Agriculture (AG), an objective of which is to “encourage the agricultural sector’s improvement”. The property is not subject to any Development Permit Area designations.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Agriculture One Site Specific (AG1s), with the site specific zoning regulation allowing for “botanical garden”, “banquet facilities” and “eating and drinking establishment” (e.g. restaurant) as principal permitted uses.

The property is located within the Agricultural Land Reserve (ALR) and BC Assessment has classified the property as “Residential” (Class 01). (NOTE: “Linden Gardens” comprises the subject parcel as well as an adjacent parcel to the east which has been classified as “Business and Other”. Neither parcel has been assessed as “Farm”).

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 tourism.

In this instance, however, the subject property no longer appears to be used for agricultural purposes, as evidenced by its assessment, and is principally being used as a private event facility (e.g. for commercial purposes) – which is consistent with a previous decision by the ALC and site-specific zoning approved by the Board in 2010.

While Administration is aware of the ALC’s policy in relation to “Gathering for an event in the ALR”, which limits the maximum number of events in a calendar year to no more than ten (10) and prohibits the development of permanent facilities to support such events (e.g. washroom facilities), the applicant’s proposal is seen to be consistent with the current zoning of the property.

Further, the proposed accessory use is not anticipated to increase the level of traffic, noise, or other potential negative factors that could hamper adjacent landowners, which is consistent with the OCP objective to “minimize conflicts between agriculture and other land uses.”

While the washroom facility represents an intensification of a non-farm use that would occur on farm land, the size of the washroom facility, relative to the size of the subject parcel, is seen to have a negligible risk on potential farming opportunities in the future, and nor is it seen to detract from a level of agricultural output currently absent on the property.

Alternative:

Conversely, Administration considers that other options are available to the applicant, such as constructing additional washroom facilities within, or as an addition to existing structures supporting the private event facility use (e.g. as part of the banquet / café facilities).

In addition, the OCP seeks to preserve land capable of agricultural production from non-farm uses and the construction of additional facilities for private events such as weddings is seen as potentially forestalling the eventual return of the subject property to agricultural use.

For proposals involving the expansion and establishment of “value added” uses on Agricultural lands, consideration should also be made with respect to the cumulative impacts of non-agricultural uses such as parking and permanent non-farm structures on the agricultural land base and potential land use conflicts between farming and non-farming interests.

Summary:

In summary, the proposed use is seen to be a reasonable accessory use and Administration is supportive of this application proceeding to the ALC for its consideration.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

No communication strategy is proposed as the Regional District has been referred this application by the Agricultural Land Commission (ALC), and the Commission is seeking the Regional District’s input on compliance with applicable land use bylaws. Administration considers any communication required in relation to this proposal to be within the purview and responsibility of the ALC.

Alternative:

1. THAT the RDOS Board not “authorize” the application to allow a “washroom facility” as a non-farm use on the parcel located at 317 Linden Avenue (Lot 2, Plan EPP87092, District Lot 1, SDYD) to proceed to the Agricultural Land Commission.

Respectfully submitted:

Jerritt Cloney
Jerritt Cloney
Planner I

Endorsed By:

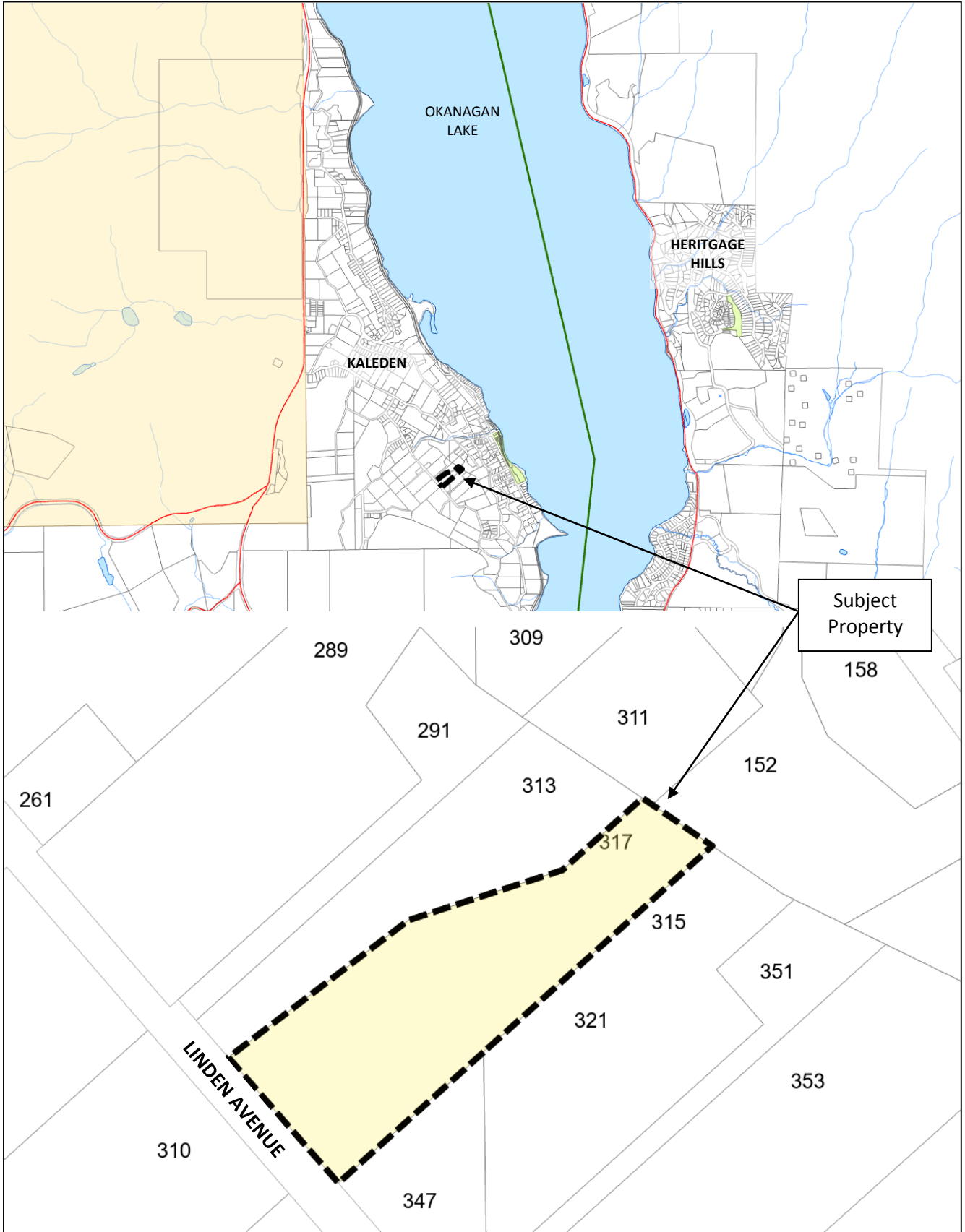

C. Garrish
Senior Manager of Planning

Endorsed By:

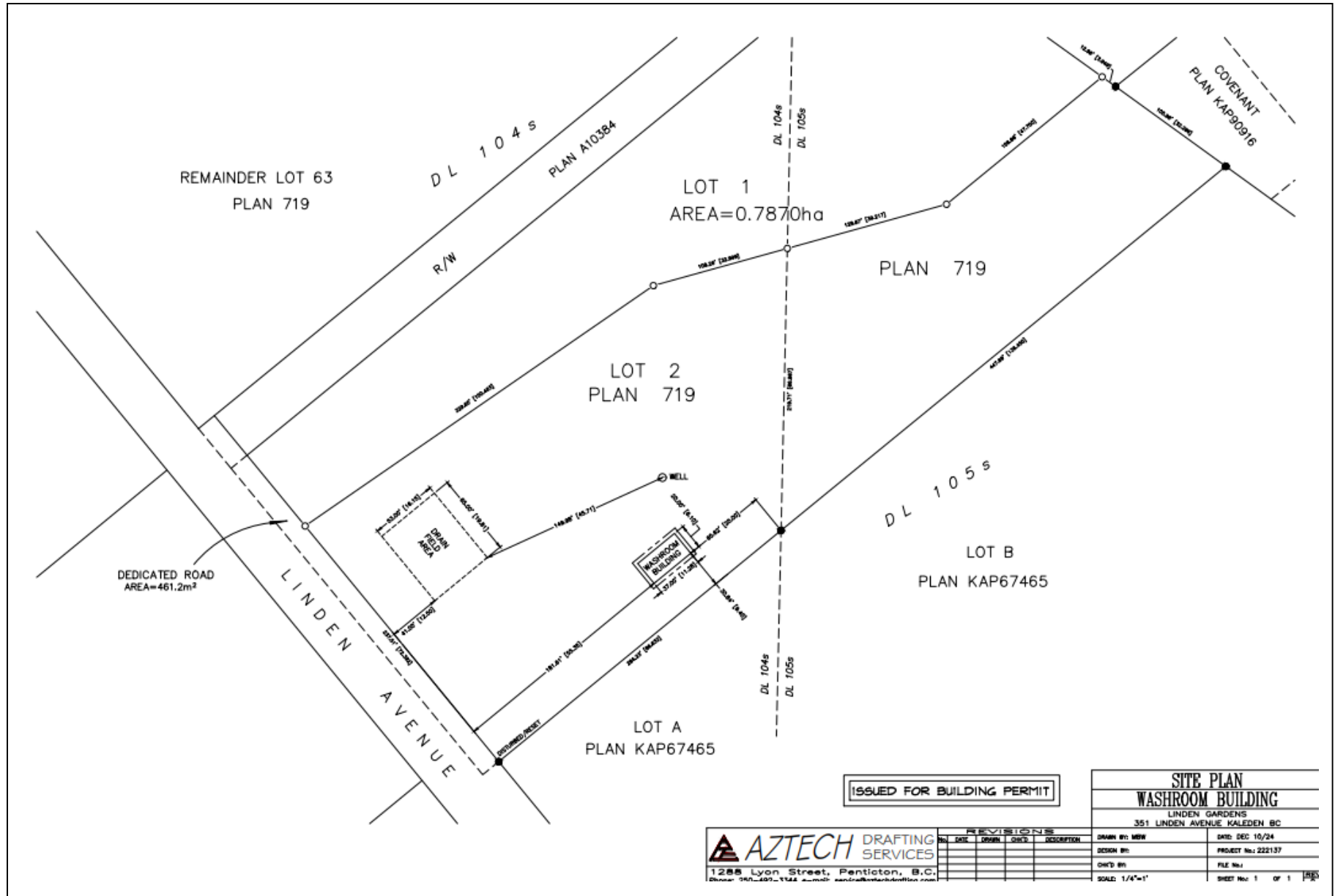

A. Fillion
Managing Director, Dev. & Infrastructure

Attachments: No. 1 – Context Maps
No. 2 – Applicant’s Site Plan
No. 3 – Site Photo (2022)

Attachment No. 1 – Context Maps



Attachment No. 2 – Applicant’s Site Plan



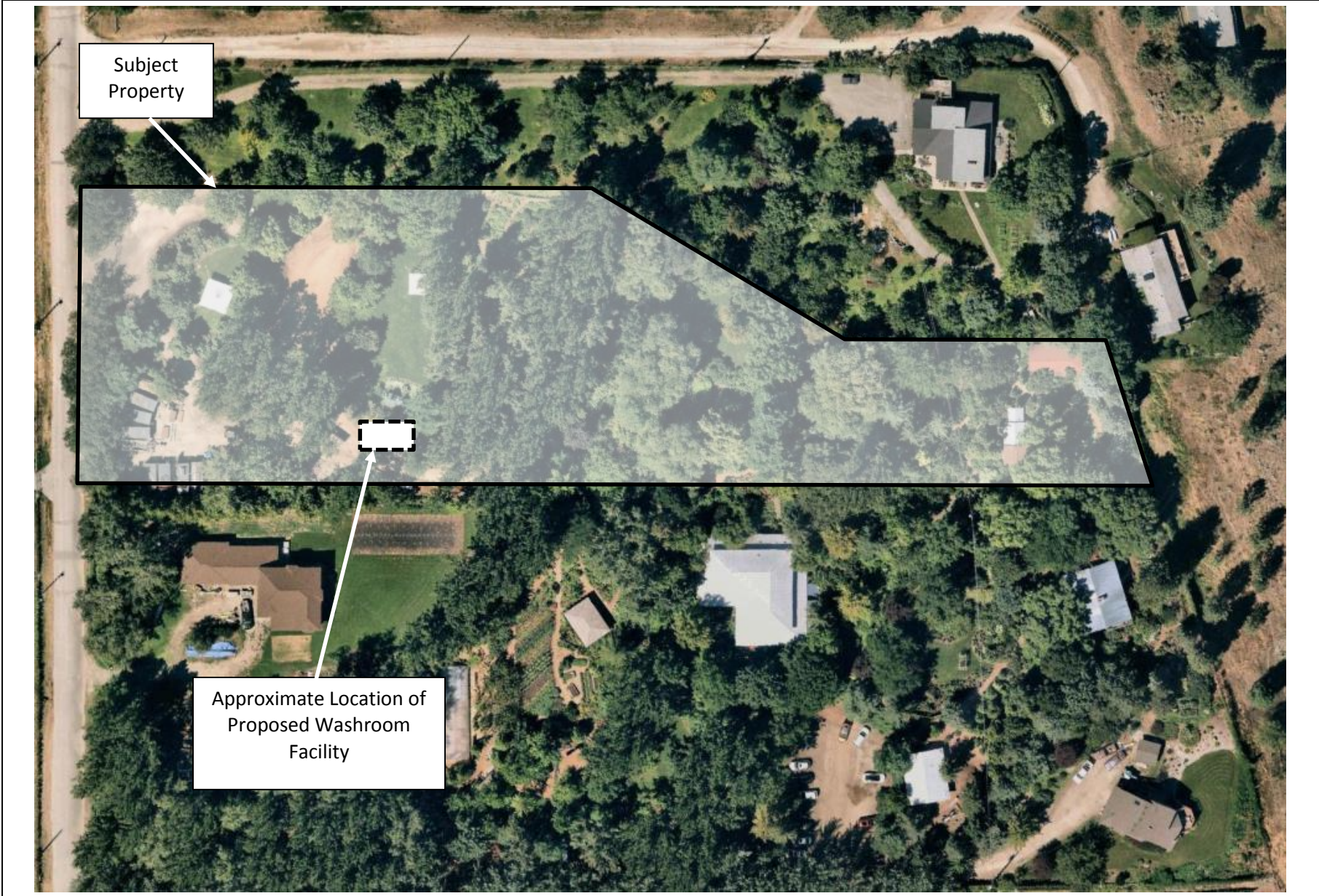
ISSUED FOR BUILDING PERMIT

SITE PLAN	
WASHROOM BUILDING	
LINDEN GARDENS	
351 LINDEN AVENUE, KALEDEN BC	
DESIGN BY: MHW	DATE: DEC 10/24
CHKD BY:	PROJECT No.: 222137
	FILE No.:
SCALE: 1/4"=1'	SHEET No: 1 OF 1

AZTECH DRAFTING SERVICES
 1288 Lyon Street, Penticton, B.C.
 Phone: 250-499-1144 Fax: 250-499-1145
 www.aztechdrafting.com

REVISIONS			
No.	DATE	BY	DESCRIPTION

Attachment No. 3 – Site Photo (2022)



ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: April 3, 2025
RE: Temporary Use Permit Application – Electoral Area “E” (E2025.003-TUP)

Administrative Recommendation:

THAT Temporary Use Permit No. E2025.003-TUP, to allow vacation rental use at 2505 Kettle Ridge Way be approved.

Legal: Lot 28, Plan EPP88322, District Lot 207, SDYD **Folio:** E-02025.370

OCP: Low Density Residential (LR) **Zone:** Low Density Residential Three (RS3)

Proposed Development:

This application is seeking to allow for the operation of a vacation rental use within the secondary suite on the subject property through the issuance of a Temporary Use Permit (TUP).

In support of this proposal, the applicant has stated that “AirBnb (only for the suite). Owners reside in the main house.”

Site Context:

The subject property is approximately 0.1 ha in area and is situated on the south side of Kettle Ridge Way, approximately 2 km North of the City of Penticton. It is understood that the parcel is comprised of a single detached dwelling and a secondary suite within the basement.

The surrounding pattern of development is generally characterised by similarly sized residential parcels that have been development 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 November 16, 2018.

Available Regional District records indicate that a building permit for a single-family dwelling with a suite (2022) have previously been issued for this property, while BC Assessment has classified the property as “Residential” (Class 01).

Official Community Plan:

Under the Electoral Area “E” Official Community Plan (OCP) Bylaw No. 3010, 2023, the subject property is currently designated Low Density Residential (LR).

Section 22.3.4 of Electoral Area “E” OCP Bylaw establishes the following criteria in evaluating a Temporary Use Permit application:

File No: E2025.003-TUP

-
- The use must be clearly temporary or seasonal in nature;
 - Compatibility of the proposal with adjacent uses;
 - Impact of the proposed uses on the natural environment, including groundwater, wildlife, and all environmentally sensitive areas;
 - Intensity of the proposed use;
 - Opportunity to conduct the proposed use on land elsewhere in the community; and
 - The remedial measures to be carried out to mitigate any damage to the natural environment as result of the temporary use.

Zoning Bylaw

Under the Electoral Area “E” Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential Three (RS3), which lists bed and breakfast operation as a permitted accessory use, but prohibits “vacation rentals”.

Public Process:

Adjacent property owners will have received notification of this application with written comments being accepted up until one (1) week prior to the Board’s regular meeting at which the application is to be considered. All comments received are included as a separate item on the Board’s Agenda.

Analysis:

In considering this proposal, Administration notes that the proposed use is seasonal in nature (May - October) and is not intensive in scale (1 bedrooms / 2 persons). Impacts to the natural environment and neighbouring uses are minimized as the proposal is contained within an existing building.

In considering the vacation rental approval criteria, the property is connected to on-site septic disposal system that serves the principal dwelling unit and community water (RDOS) systems, which are seen to be adequate for the proposed use.

Alternative:

Conversely, Administration recognises that the approval of vacation rental TUPs has been an issue of concern within the community of Naramata and that one of the considerations that the Board has established in relation to these types of permits is the “benefits that such accommodation may provide to the community.”

Other options are also seen to be available to the applicant, such as operation as a “bed and breakfast operation”, which is permitted by zoning, but would require the property owner to be present and residing in the same dwelling during a patron’s stay.

Summary:

In summary, the proposed temporary use is consistent with the supportive OCP policies to allow for a new vacation rental use to operate for one “season” and is seen to be consistent with the Regional District Board’s “Vacation Rental Temporary Use Policy”. For these reasons, administration is recommending approval.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed Temporary Use Permit (TUP) 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.

Alternatives:

1. THAT Temporary Use Permit No. E2025.003-TUP, to allow vacation rental use at 2505 Kettle Ridge Way be denied.

Respectfully submitted:

Tharini Prakash
Tharini Prakash
Planning Technician

Endorsed By:



C. Garrish
Senior Manager of Planning

Endorsed By:



A. Fillion
Managing Director, Dev. & Infrastructure

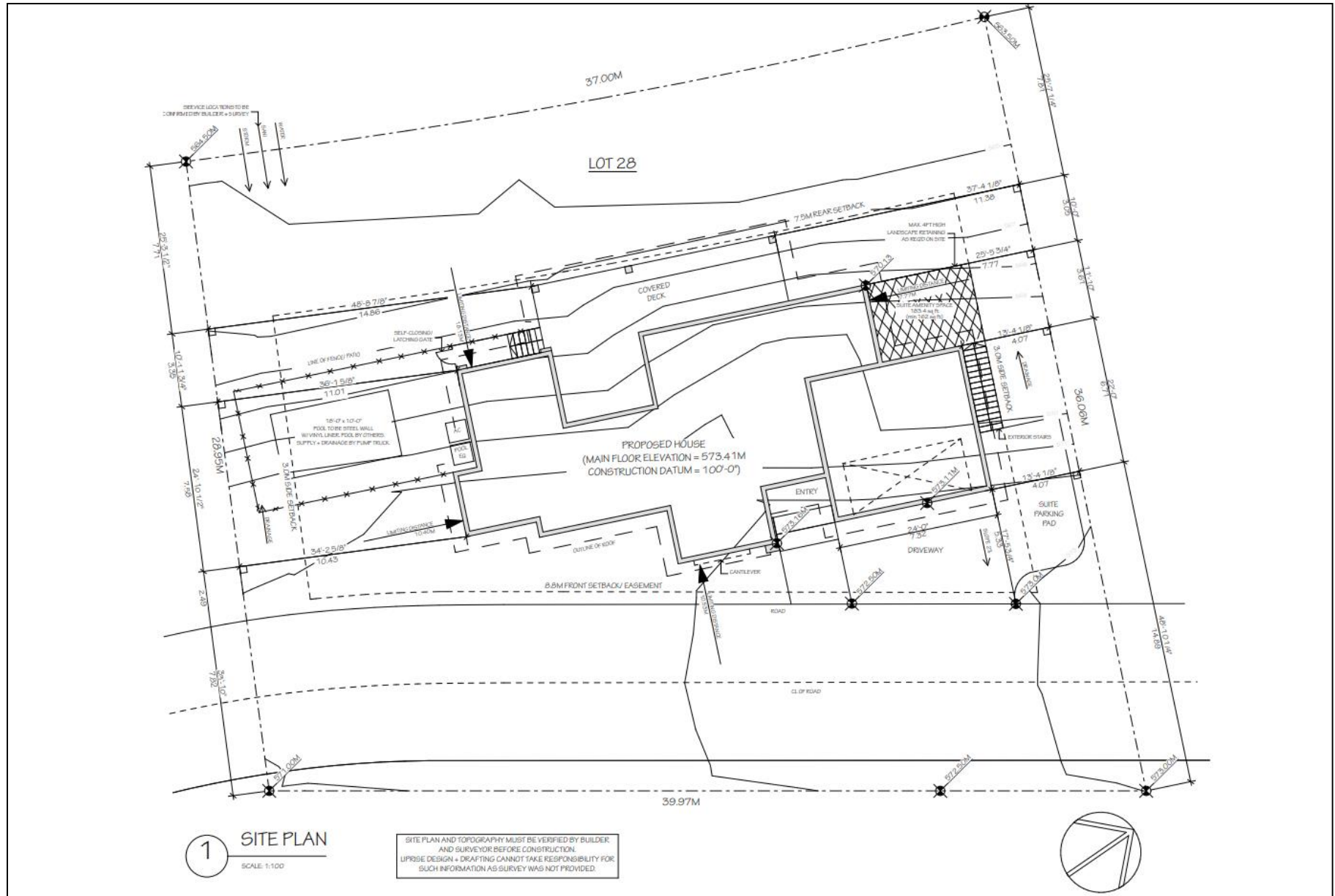
- Attachments: No. 1 – Agency Referral List
No. 2 – Applicant's Site Plan
No. 3 – Applicant's Basement Plan
No. 4 – Aerial Photo

Attachment No. 1 – Agency Referral List

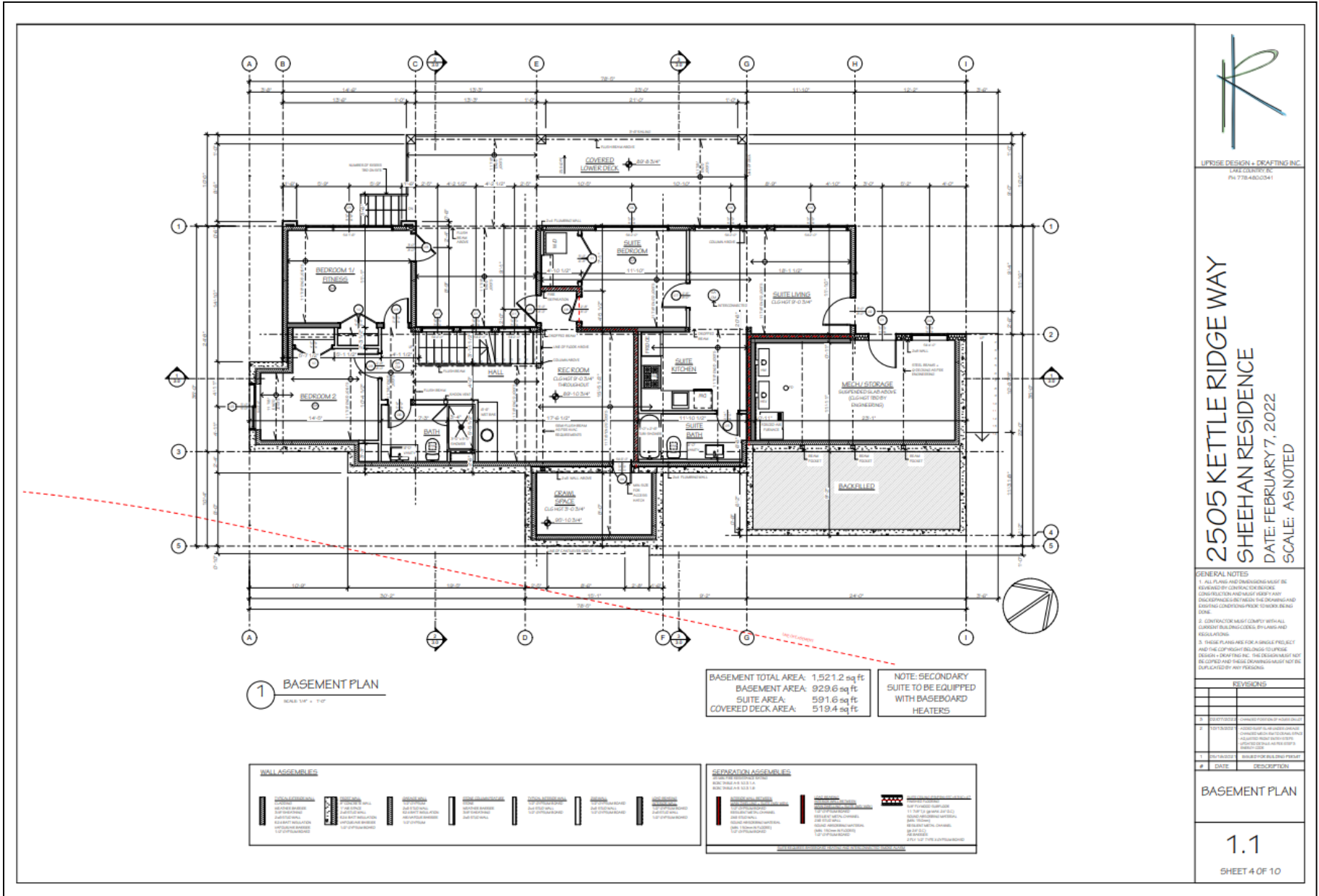
Referrals have been sent to the following agencies as highlighted with a , regarding Temporary Use Permit No. E2025.003-TUP:

MEMBER MUNICIPALITIES			
<input checked="" type="checkbox"/>	City of Penticton	<input type="checkbox"/>	Town of Oliver
<input type="checkbox"/>	District of Summerland	<input type="checkbox"/>	Town of Osoyoos
<input type="checkbox"/>	Town of Princeton	<input type="checkbox"/>	Village of Keremeos
FIRST NATIONS			
<input type="checkbox"/>	Okanagan Nation Alliance (ONA)	<input type="checkbox"/>	Lower Similkameen Indian Band (LSIB)
<input type="checkbox"/>	Osoyoos Indian Band (OIB)	<input type="checkbox"/>	Upper Similkameen Indian Band (USIB)
<input type="checkbox"/>	Penticton Indian Band (PIB)		
SCHOOL DISTRICTS			
<input type="checkbox"/>	School District No. 53 (Areas A, C & D)	<input type="checkbox"/>	School District No. 67 (Areas D, E, F, I)
<input type="checkbox"/>	School District No. 58 (Area H)		
REGIONAL DISTRICTS			
<input type="checkbox"/>	Central Okanagan Regional District	<input type="checkbox"/>	Kootenay Boundary Regional District
<input type="checkbox"/>	Fraser Valley Regional District	<input type="checkbox"/>	Thompson Nicola Regional District
IRRIGATION & IMPROVEMENT DISTRICTS			
<input type="checkbox"/>	Allison Lake Improvement District	<input type="checkbox"/>	Lakeshore Water Works
<input type="checkbox"/>	Apex Mountain Resort (utilities)	<input type="checkbox"/>	Lower Nipit Improvement District
<input type="checkbox"/>	Boundary Line Irrigation District	<input type="checkbox"/>	Meadow Valley Irrigation District
<input type="checkbox"/>	Cawston Irrigation District	<input type="checkbox"/>	Osoyoos Irrigation District
<input type="checkbox"/>	Farleigh Lake Water Users Community	<input type="checkbox"/>	Red Wing Resorts (Water System)
<input type="checkbox"/>	Fairview Heights Irrigation District	<input type="checkbox"/>	Rolling Hills Waterworks District
<input type="checkbox"/>	Hedley Improvement District	<input type="checkbox"/>	Similkameen Improvement District
<input type="checkbox"/>	Kaleden Irrigation District	<input type="checkbox"/>	Skaha Estates Improvement District
<input type="checkbox"/>	Keremeos Irrigation District	<input type="checkbox"/>	Vaseux Lake Improvement District
FIRE DEPARTMENTS			
<input type="checkbox"/>	Anarchist Mountain Volunteer Fire Dep't	<input type="checkbox"/>	Oliver Fire Department
<input type="checkbox"/>	Apex Volunteer Fire Department	<input type="checkbox"/>	Osoyoos Fire Department
<input type="checkbox"/>	Kaleden Volunteer Fire Department	<input type="checkbox"/>	Penticton Fire Department
<input checked="" type="checkbox"/>	Naramata Volunteer Fire Department	<input type="checkbox"/>	Summerland Fire Department
<input type="checkbox"/>	OK Falls Volunteer Fire Department	<input type="checkbox"/>	Willowbrook Volunteer Fire Department
PROVINCIAL MINISTRIES & AGENCIES			
<input type="checkbox"/>	Agricultural Land Commission (ALC)	<input type="checkbox"/>	Ministry of Agriculture & Food
<input type="checkbox"/>	Archaeology Branch	<input type="checkbox"/>	Ministry of Energy & Climate Solutions
<input type="checkbox"/>	BC Parks	<input type="checkbox"/>	Ministry of Housing & Municipal Affairs
<input type="checkbox"/>	Integrated Land Management Bureau	<input type="checkbox"/>	Ministry of Infrastructure
<input type="checkbox"/>	Interior Health Authority (IHA)	<input type="checkbox"/>	Ministry of Mining & Critical Minerals
<input type="checkbox"/>	Mountain Resort Branch	<input type="checkbox"/>	Ministry of Transportation and Transit
		<input type="checkbox"/>	Ministry of Water, Land & Resource Stewardship
FEDERAL MINISTRIES & AGENCIES			
<input type="checkbox"/>	Canadian Wildlife Services	<input type="checkbox"/>	Fisheries and Oceans Canada
<input type="checkbox"/>	Dominion Radio Astrophysical Observatory	<input type="checkbox"/>	Parks Canada
<input type="checkbox"/>	Environment Canada		
OTHER			
<input checked="" type="checkbox"/>	Fortis		

Attachment No. 2 – Applicant’s Site Plan



Attachment No. 3 – Applicant's Basement Plan



UPRISE DESIGN + DRAFTING INC.
 1401 E. 15TH AVE.
 PHOENIX, AZ 85034

2505 KETTLE RIDGE WAY
SHEEHAN RESIDENCE
 DATE: FEBRUARY 7, 2022
 SCALE: AS NOTED

GENERAL NOTES

1. ALL PLANS AND DIMENSIONS MUST BE REVIEWED BY LOCAL CODES DEPARTMENT CONSTRUCTION AND MUST KEEP'S ANY DEVELOPER'S COMMENTS FROM THE LOCAL CODES DEPARTMENT CONSTRUCTION TO BEING BOUND.
2. CONTRACTOR MUST COMPLY WITH ALL CURRENT BUILDING CODES, BY-LAWS AND REGULATIONS.
3. THESE PLANS ARE FOR A SINGLE PROJECT AND THE COPYRIGHT BELONGS TO UPRISE DESIGN + DRAFTING INC. THE DESIGNER MUST NOT BE COPIED AND THESE DRAWINGS MUST NOT BE REPRODUCED OR ANY POKING.

REVISIONS

#	DATE	DESCRIPTION
1	02/07/2022	ISSUED FOR PERMIT PREP
2	02/07/2022	ISSUED FOR PERMIT PREP
3	02/07/2022	ISSUED FOR PERMIT PREP

BASEMENT PLAN

1.1
SHEET 4 OF 10

Attachment No. 4 – Aerial Photo





TEMPORARY USE PERMIT

FILE NO.: E2025.003-TUP

Owners:

Agent: NA

GENERAL CONDITIONS

1. This Temporary Use 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 of this Permit, and any plans and specifications attached to this Permit which 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 Temporary Use Permit is not a Building Permit.

APPLICABILITY

5. This Temporary Use Permit applies to, and only to, those lands, including any and all buildings, structures and other development thereon, within the Regional District as shown on Schedules 'A', and 'B' and 'C' described below:

Legal Description: Lot 28, Plan EPP88322, District Lot 207, SDYD

Civic Address: 2505 Kettle Ridge Way, Naramata

Parcel Identifier (PID): 031-245-684 Folio: E-02025.370

TEMPORARY USE

6. In accordance with Section 22.0 of the Electoral Area "E" Official Community Plan Bylaw No. 3010, 2023, the land specified in Section 5 may be used for a vacation rental.
"vacation rental" use as defined in the Okanagan Valley Zoning Bylaw, being the use of a residential dwelling unit for the accommodation of paying guests occupying the dwelling unit for a period of less than 30 days.

CONDITIONS OF TEMPORARY USE

7. The vacation rental use of the land is subject to the following conditions:
- a) the vacation rental use shall occur only between May 1st and October 31st;
 - b) the following information must be posted within the dwelling unit while the vacation rental use is occurring:
 - i) the location of property lines by way of a map;
 - ii) a copy of the Regional District's Electoral Area "E" Noise Regulation and Prohibition Bylaw;
 - iii) measures to address water conservation;
 - iv) instructions on the use of appliances that could cause fires, and for evacuation of the building in the event of fire;
 - v) instructions on the storage and management of garbage;
 - vi) instructions on septic system care; and
 - vii) instructions on the control of pets (if pets are permitted by the operator) in accordance with the Regional District's Animal Control Bylaw.
 - c) the maximum number of bedrooms that may be occupied by paying guests shall be one (1);
 - d) the number of paying guests that may be accommodated at any time shall not exceed two (2);
 - e) a minimum of one (1) on-site vehicle parking spaces shall be provided for paying guests;
 - f) camping and the use of recreational vehicles, accessory buildings and accessory structures on the property for vacation rental occupancy are not permitted; and
 - g) current telephone contact information for a site manager or the property owner, updated from time to time as necessary, as well as a copy of this Temporary Use Permit shall be provided to the owner of each property situated within 100 metres of the land and to each occupant of such property if the occupier is not the owner.

COVENANT REQUIREMENTS

8. Not applicable.

SECURITY REQUIREMENTS

9. Not applicable.

EXPIRY OF PERMIT

10. This Permit shall expire on December 31, 2025.

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

J. Zaffino, Chief Administrative Officer

Date

Regional District of Okanagan-Similkameen

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

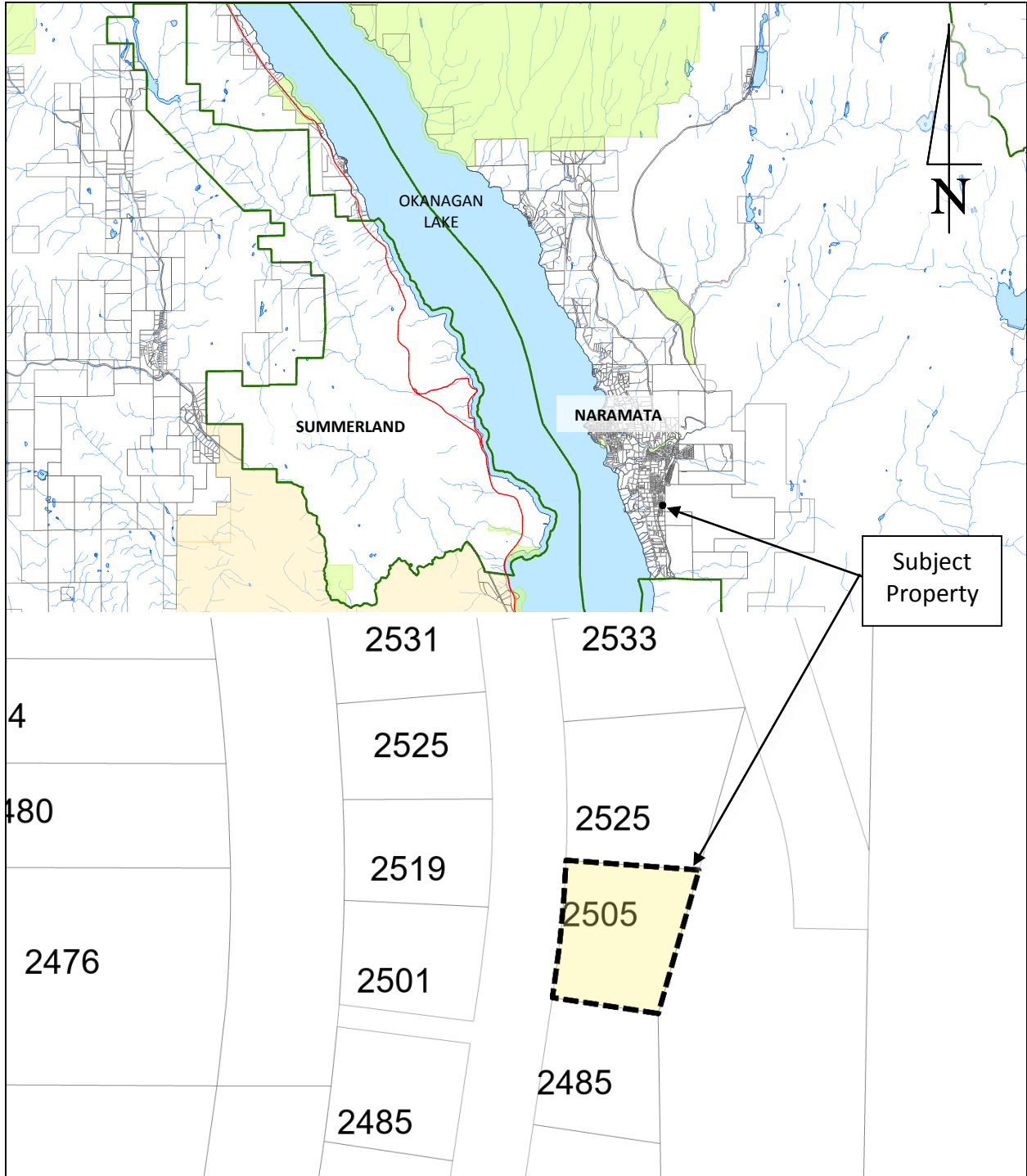
Telephone: 250-492-0237 Email: planning@rdos.bc.ca



Temporary Use Permit

File No. E2025.003-TUP

Schedule 'A'



Regional District of Okanagan-Similkameen

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

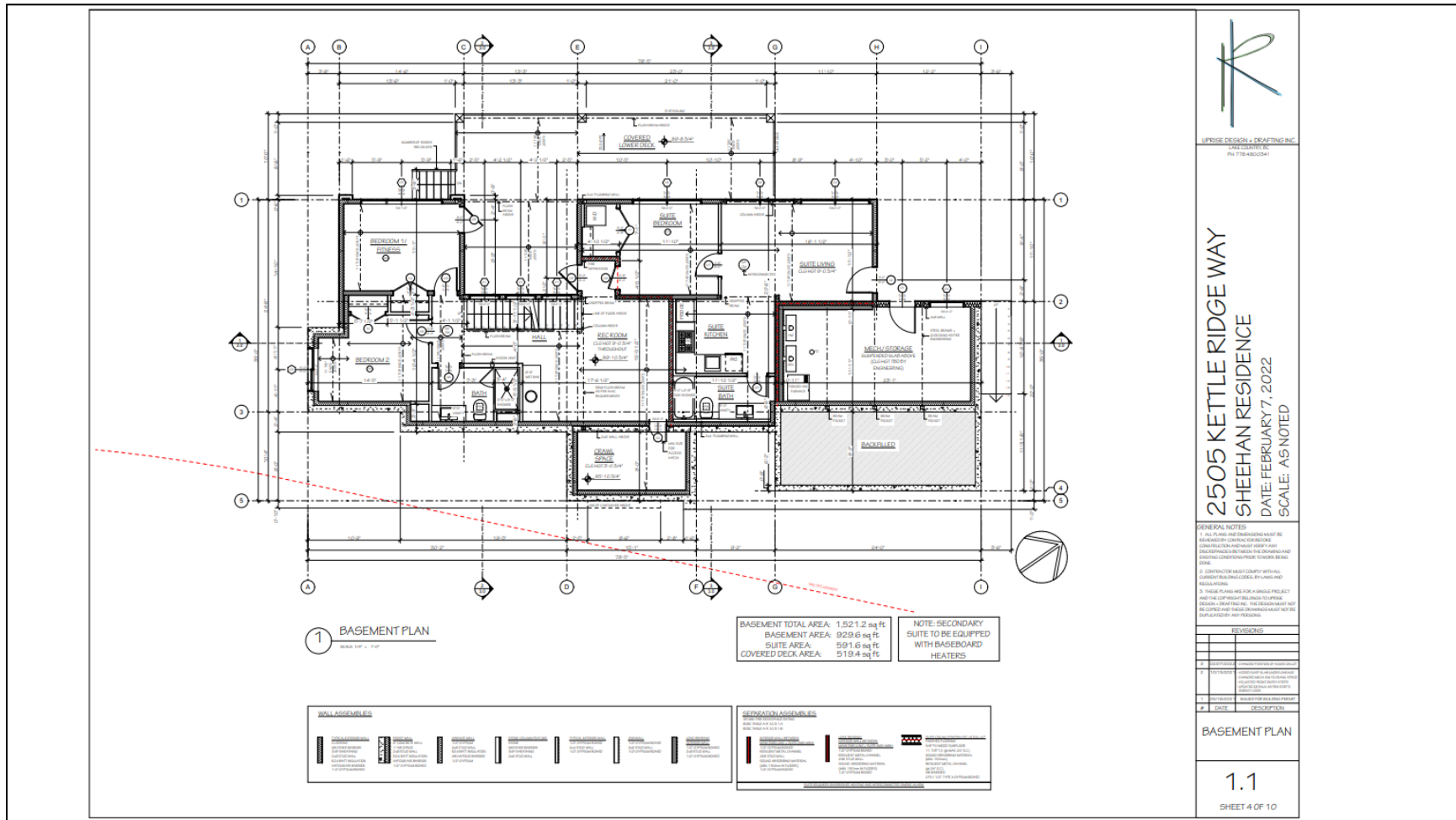
Telephone: 250-492-0237 Email: planning@rdos.bc.ca



Temporary Use Permit

File No. E2025.003-TUP

Schedule 'B'



Temporary Use Permit No. E2025.003-TUP

Page 5 of 6

Regional District of Okanagan-Similkameen

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

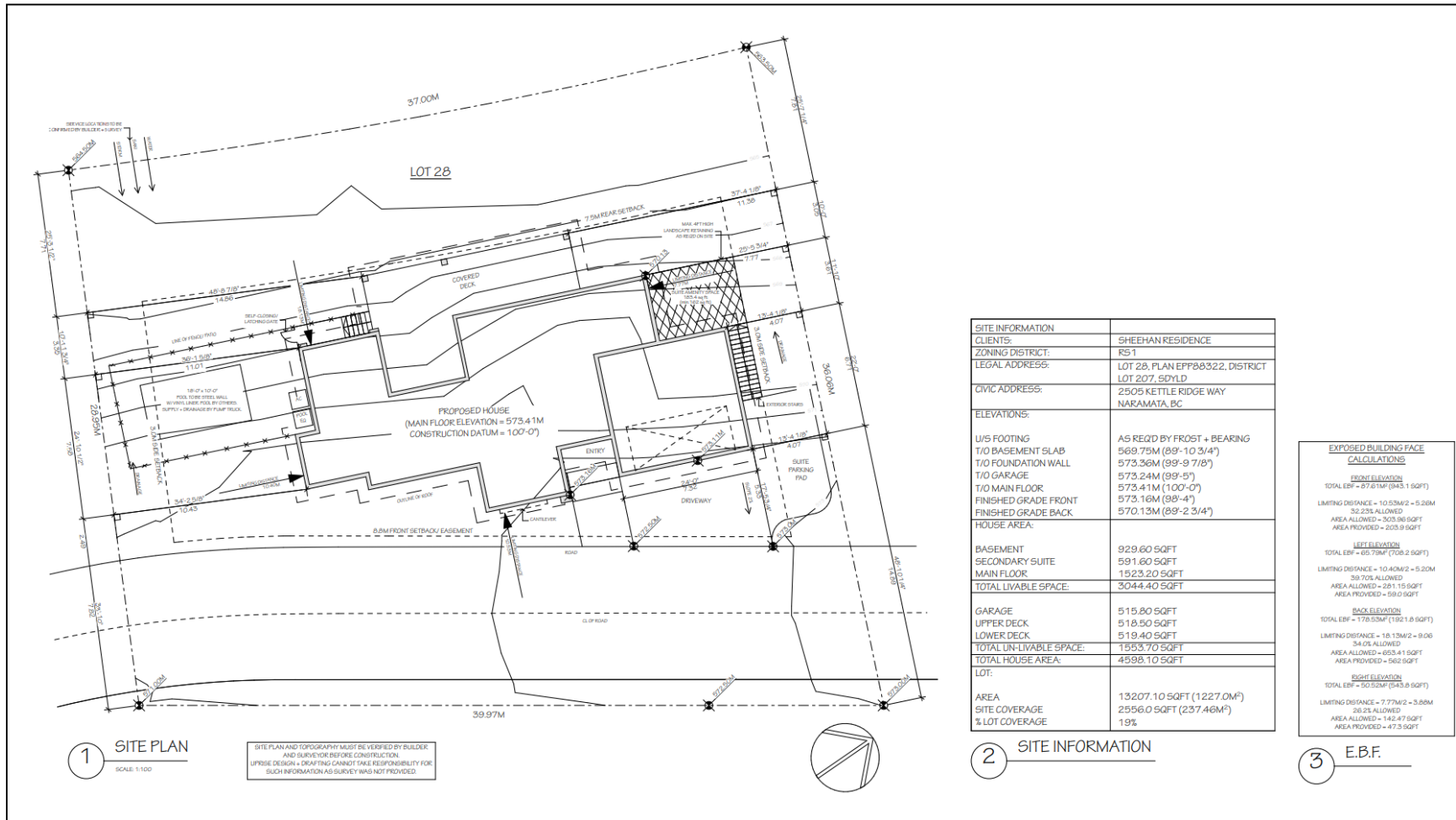
Telephone: 250-492-0237 Email: planning@rdos.bc.ca



Temporary Use Permit

File No. E2025.003-TUP

Schedule 'C'



Temporary Use Permit No. E2025.003-TUP

Page 6 of 6

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: J. Zaffino, Chief Administrative Officer
DATE: April 3, 2025
RE: Zoning Bylaw Amendment – Electoral Area “C” (C2024.016-ZONE)

Administrative Recommendation:

THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.49, 2025 be read a third time.

Purpose: To allow for 10 agri-tourism accommodation units on a parcel under 8.0 ha. Folio: C-05878.000

Legal: Lot 393, Plan KAP1957, District Lot 2450S, SDYD Civic: 325 Road 20

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

Proposed Development:

This application is seeking to amend the zoning of the subject property in order to allow for ten (10) agri-tourism accommodation sleeping units.

In order to accomplish this, the applicant is proposed to amend the zoning of the property under the Okanagan Valley Zoning Bylaw No. 2800, 2022, from Agriculture One (AG1) to Agriculture One Site Specific (AG1s).

In support of the rezoning, the applicant has stated that:

- The proposed zoning will not conflict with the Area “C” Official Community Plan.
- No increase to the number of agri-tourist accommodation units will occur in the area beyond what is presently allowed in the Zoning Bylaw.
- The proposed restrictive covenant being offered by the owner will preclude their adjacent farm parcel at 4114 Highway 97 from having an agri-tourist accommodation building.

Site Context:

The subject property is approximately 5.17 ha in area and is situated on the southeast corner of Road 20 and Highway 97 and is approximately 7.7 km south of the boundary of the Town of Oliver. It is understood that the parcel is comprised of a vineyard, a winery, and an equipment storage building.

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

Background:

At its meeting of March 20, 2025, the Regional District Board resolved to approve first and second reading of the amendment bylaws and scheduled a public hearing ahead of its meeting of April 3, 2025.

On April 25, 2025, a public hearing was held and all comments received to date in relation to this application are included with this report.

All comments received to date in relation to this application are included with this report.

Approval from the Ministry of Transportation and Transit (MoTT) is required prior to adoption as the proposed amendments involve lands within 800 metres of a controlled access highway (i.e. Highway 97).

Analysis:

In considering this proposal, Administration notes that one of the objectives for land designated as Agricultural (AG) under the OCP Bylaw is to “protect the agricultural land base of the Plan Area, including associated farming, orchards, vineyards, ranching, and associated value-added activities”.

The Plan seeks a balance between preserving agricultural land for the current and future production with the use of agricultural land for compatible secondary, value-added activities which are meant to provide supplementary income to farmers and diversify the local agricultural and rural economy.

Under the Okanagan Valley Zoning Bylaw, the property owners would be able to construct five (5) agri-tourism accommodation sleeping units on the subject property. The applicant also owns the neighbouring property at 4114 Highway 97, which would also permit up to five (5) agri-tourism accommodation sleeping units.

The proposed agri-tourism building will have an approximately 2.33% parcel coverage, which will include the driveway, the structure itself and any landscaping related to the structure. Constructing ten agri-tourism accommodations sleeping units on the same property will reduce the amount of agricultural land that would need to be removed if it were five (5) units on both properties.

Alternative:

The proposed site specific rezoning, deviates from the broader strategic land use objectives, granting privileges to a single parcel that may not be permitted to other similar parcels in the area.

Additionally, the increased number of agri-tourism accommodation sleeping units creates the potential for uses that may stray from the agricultural intentions of the AG1 zone.

Summary:

In summary, the proposed then (10) agri-tourism accommodation sleeping units is not seen to reduce the agricultural viability of the property, and provide a financial safety net to the agricultural use of the property during low yield years.

Financial Implications:

Financial implications have been considered and none were found.

Communication Strategy:

The proposed bylaw amendment(s) have 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.

Alternatives:

1. THAT first and second readings of the Okanagan Valley Zoning Amendment Bylaw No. 2800.49, 2025, be rescinded and the bylaws abandoned.

Respectfully submitted:

Colin Martin
Colin Martin
Planner I

Endorsed By:



C. Garrish
Senior Manager of Planning

Endorsed By:

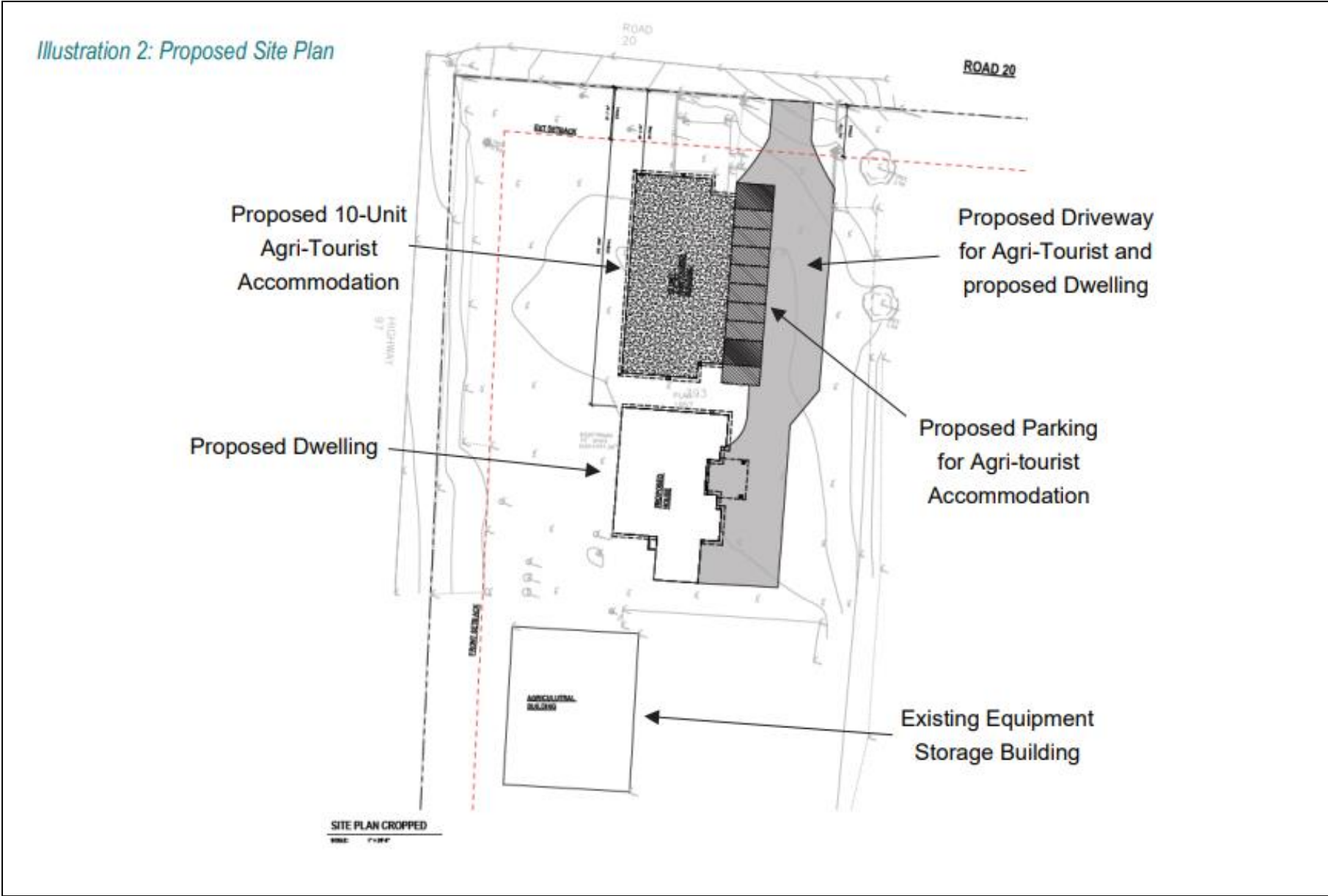


A. Fillion
Managing Director, Dev. & Infrastructure

Attachments: No. 1 – Applicant's Site Plan

No. 2 – Site Photo

Attachment No. 1 – Applicant’s Site Plan



Attachment No. 2 – Site Photo



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2800.49, 2025

A Bylaw to amend the Okanagan Valley Zoning Bylaw No. 2800, 2022

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 “Okanagan Valley Zoning Amendment Bylaw No. 2800.49, 2025.”
2. The “Okanagan Valley Zoning Bylaw No. 2800, 2022,” is amended by:
 - i) adding a new sub-section 13.1.8(b)(v) (Agriculture One Site Specific (AG1s) Regulations) under Section 13.1 (Agriculture One (AG1) Zone) to read as follows:
 - v) in the case of land described as Lot 393, Plan KAP1957, District Lot 2450S, SDYD (325 Road 20), and shown shaded yellow on Figure 13.1.8(b)(v):
 - .1 despite Section 7.3.3, the maximum number of *agri-tourism accommodation sleeping units* permitted on a parcel less than 8.0 ha in area shall not exceed ten (10).

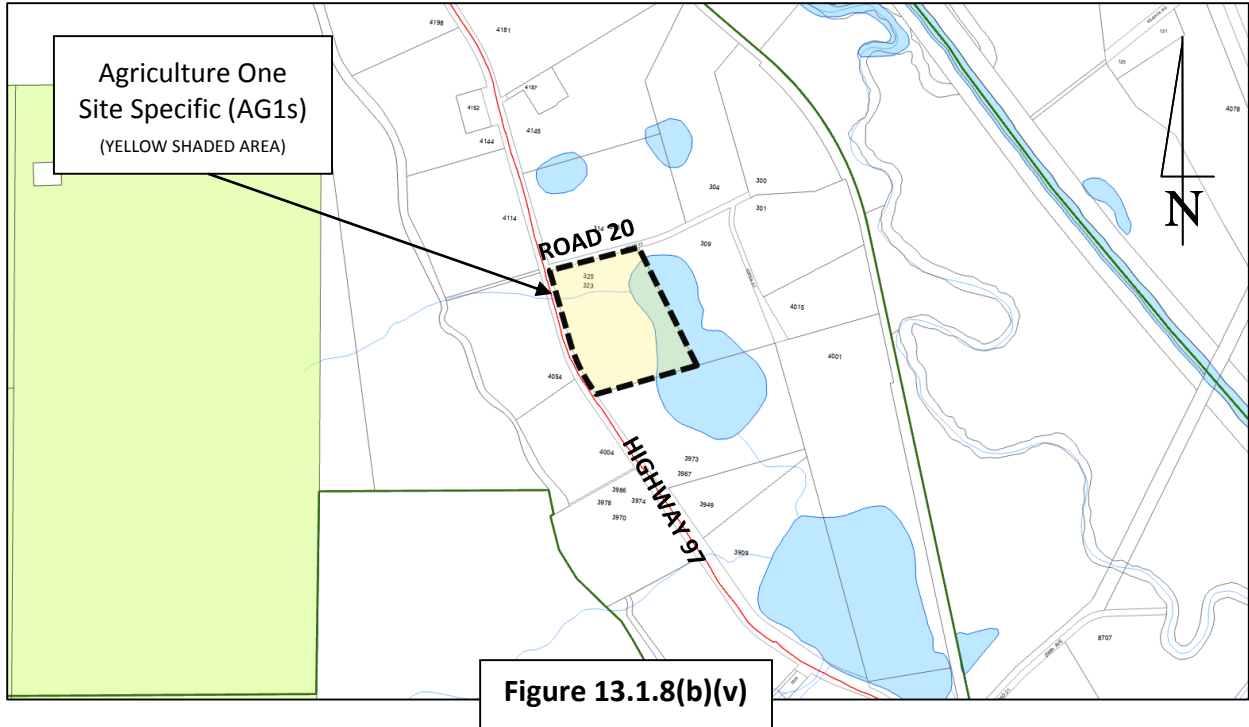


Figure 13.1.8(b)(v)

- The Official Zoning Map, being Schedule '2' of the "Okanagan Valley Zoning Bylaw No. 2800, 2022", is amended by changing the land use designation on the land described as Lot 393, Plan KAP1957, District Lot 2450S, SDYD, and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Agriculture One (AG1) to Agriculture One Site Specific (AG1s).

READ A FIRST AND SECOND TIME this 20th day of March, 2025.

PUBLIC HEARING held on this 3rd day of April, 2025.

READ A THIRD TIME this _____ day of _____, 2025.

I hereby certify the foregoing to be a true and correct copy of the "Okanagan Valley Zoning Bylaw Amendment Bylaw No. 2800.49, 2025", as read a Third time by the Regional Board on this _____ day of _____, 2025.

Dated at Penticton, BC this ____ day of _____, 2025.

Corporate Officer

Approved pursuant to Section 52(3) of the *Transportation Act* this ____ day of _____, 2025.

For the Minister of Transportation & Infrastructure

ADOPTED this ____ day of _____, 2025.

Board Chair

Corporate Officer

Regional District of Okanagan-Similkameen

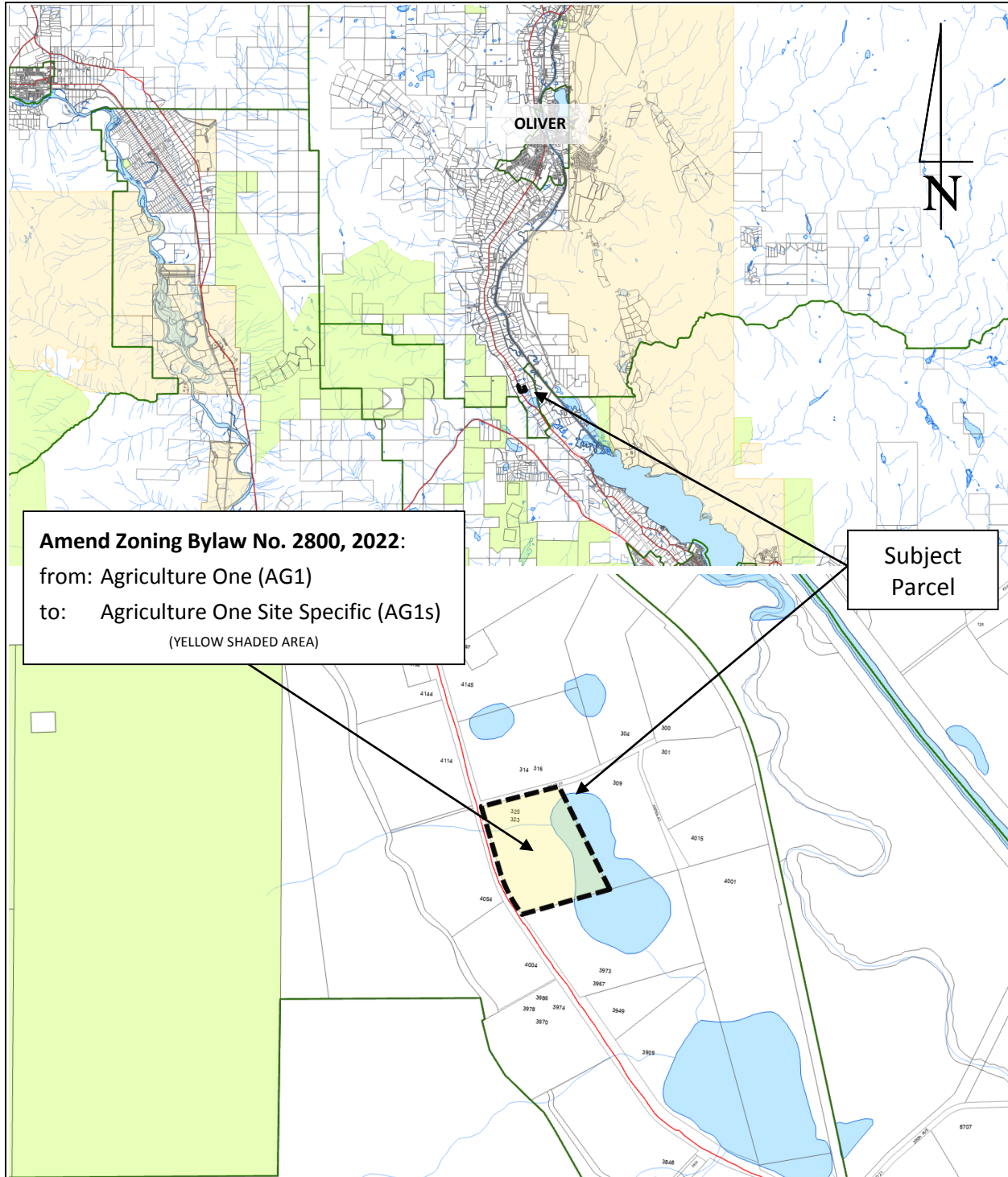
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2800.49, 2025

File No. C2024.016-ZONE

Schedule 'A'



Amendment Bylaw No. 2800.49, 2025
(C2024.016-ZONE)
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November 21, 2024

ALC Inquiry: 102777

Colin Martin
Regional District of Okanagan Similkameen
101 Martin St Penticton, BC
V2A 5J9

Sent by email:

Dear Colin Martin:

**RE: Bylaw No. 2800.49
Lot 393 DL 2450s SDYD Plan 1957
Civic: 325 Road 20 Oliver**

Thank you for the referral pertaining to the proposed rezoning of the above referenced parcel from Agriculture to Agriculture 1 Site Specific (AG1s) for review and comment by the Agricultural Land Commission (ALC). The following comments are provided to help ensure that the proposed development and rezoning is consistent with the purposes of the Agricultural Land Commission Act (ALCA), the Agricultural Land Reserve General Regulation, (the "General Regulation"), the Agricultural Land Reserve Use Regulation (the "Use Regulation"), and any decisions of the ALC.

The purpose of the proposed rezoning is to accommodate 10 units of agri-tourist accommodation on the above noted parcel. As you might be aware ALC Use Regulation permits up to 10 units of agri-tourist accommodation subject to conditions (noted below).

Agri-tourism accommodation

(2)The use of agricultural land for providing accommodation in relation to an agri-tourism activity is permitted if all of the following conditions are met:

(a)the accommodation is located on agricultural land that is classified as a farm under the Assessment Act;

(b)the total developed area for structures, landscaping and access for the accommodation is less than 5% of any parcel;

(c)the accommodation is limited to 10 sleeping units in total, including bedrooms under section 34 [tourist accommodation];

(d)accommodation is provided on a seasonal or short-term basis only

ALC Staff Comments:

ALC staff do not have enough information in the referral to confirm whether the proposal conforms with the Regulation noted above, and thus do not support the rezoning proposal.

As you might be aware agri-tourism accommodation must be offered in conjunction with agri-tourism activities – which are not articulated in the referral information. Additionally agri-tourism accommodation has site coverage limits < 5% which again are not articulated in the referral. In light of these deficiencies, ALC staff cannot support the rezoning proposal at this time. It is recommended that in order to ascertain the ALC's perspective on the proposed rezoning that an ALC non-farm use application be submitted.

It is also ALC staff's understanding that the proposal is inconsistent with the Regional District bylaws in that the applicant is suggesting that consolidation of 10 agri-tourism units on one of the two parcels that make up the "farm" operation owned by the applicant is more efficient than constructing two five unit parcels on each of the adjacent parcels. ALC staff do not find this argument compelling as the parcels will not necessarily be retained together and held by the same owners in the long term. In addition registering a restrictive covenant against the title of the 4114 Highway 97 (prohibiting agri-tourist accommodation) does not necessarily serve any future farmer/owner of that parcel that might want to diversify income by offering agri-tourist accommodation.

The ALC strives to provide a detailed response to all bylaw referrals affecting the ALR; however, you are advised that the lack of a specific response by the ALC to any draft bylaw provisions cannot in any way be construed as confirmation regarding the consistency of the submission with the ALCA, the Regulations, or any Orders of the Commission.

This response does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

If you have any questions about the above comments, please contact the undersigned a by e-mail (martin.collins@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Martin Collins

Martin Collins, Regional Planner

CC: Ministry of Agriculture – Attention: Alison Fox

Lauri Feindell

From: Danielson, Steven <Steven.Danielson@fortisbc.com>
Sent: December 2, 2024 4:22 PM
To: Planning
Subject: Road 20, 325, RDOS (C2024.016-ZONE)

Some people who received this message don't often get email from steven.danielson@fortisbc.com. [Learn why this is important](#)

With respect to the above noted file,

Land Rights Comments

- There are no immediate concerns or requests for additional land rights, however there may be additional land rights requested stemming from changes to the existing FortisBC Electric ("FBC(E)") services, if required.

Operational & Design Comments

- There are FortisBC Electric ("FBC(E)") primary distribution facilities along Road 20 and Highway 97 S.
- All costs and land right requirements associated with changes to the existing servicing are the responsibility of the applicant.
- The applicant and/or property owner are responsible for maintaining safe limits of approach around all existing electrical facilities within and outside the property boundaries.
- For any changes to the existing service, the applicant must contact an FBC(E) designer as noted below for more details regarding design, servicing solutions, and land right requirements.

In order to initiate the design process, the customer must call 1-866-4FORTIS (1-866-436-7847). Please have the following information available in order for FBC(E) to set up the file when you call.

- Electrician's Name and Phone number
- [FortisBC Total Connected Load Form](#)
- Other technical information relative to electrical servicing

For more information, please refer to FBC(E)'s overhead and underground design requirements:

FortisBC Overhead Design Requirements

<http://fortisbc.com/ServiceMeterGuide>

FortisBC Underground Design Specification

<http://www.fortisbc.com/InstallGuide>

If you have any questions or comments, please contact us at your convenience.

Best Regards,

Steve Danielson, AACI, SR/WA
Contract Land Agent | Property Services | FortisBC Inc.
2850 Benvoulin Rd

Kelowna, BC V1W 2E3
Mobile: 250.681.3365
Fax: 1.866.636.6171
FBCLands@fortisbc.com



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Your File #: C2024.016-ZONE
(Dhaliwal)
eDAS File #: 2024-05818
Date: December 5, 2024

Regional District Okanagan Similkameen
101 Martin Street
Penticton, BC V2A 5J9

Attention: Lauri Feindell, Planning Secretary

**Re: Proposed Zoning Amendment Bylaw 2800.49 for:
Lot 393, District Lot 2450s, SDYD, Plan KAP1957
325 Road 20, Oliver, BC**

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*, subject to the following conditions:

- 1) Submission of a detailed drawing showing how stormwater will be retained on-site.
- 2) An application shall be made to the Ministry to obtain an Access Permit to/from Road 20 for the proposed multi-unit development on the property.

***Please note, the same detailed design drawing required for the proposed on-site stormwater retention, can also include the required information to support the Access application, such as number of parking stalls, proposed access location, dimension of the access, existing utility infrastructure on Road 20 and sight distance measurements from the proposed access.*

- 3) No direct access to and/or from Highway 97 will be permitted.

Yours truly,

Rob Bitte
Development Officer

Local District Address
Penticton Area Office 102 Industrial Place Penticton, BC V2A 7C8 Canada Phone: (250) 712-3660 Fax: (250) 490-2231


RESPONSE SUMMARY

AMENDMENT BYLAW NOS. 2800.49

- Approval Recommended for Reasons Outlined Below
- Approval Recommended Subject to Conditions Below
- Interests Unaffected by Bylaw
- Approval Not Recommended Due to Reasons Outlined Below

Only comment is from Public Works Department:

We anticipate the domestic water service will need to be up-sized to accommodate this development. Staff is not certain if the service will be connected to a 4" or 6" main, as there is a change in size right around this property. Some engineering will need to be done in the future to ensure there is enough water main capacity to up-size this service.

Signature: 

Agency: Town of Oliver

Date: 2024 November 25

Signed By: Tom Szalay

Title: Interim Director of Development Services

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: April 3, 2025

RE: **Electoral Area “H” Community Facilities Capital Reserve Expenditure for Princeton Fire Hall**

Administrative Recommendation:

THAT Bylaw 3105, 2025 to authorize an expenditure of \$500,000 from the Area “H” Community Facilities Capital Reserve to contribute to the construction of the Princeton fire hall be given first, second, and third readings and be adopted.

Background:

The Area “H” Community Facilities Capital Reserve was established for financing capital projects within Electoral Area “H” and is funded from the monies received from the Vermillion Forks Community Forest Corporation.

The Regional District of Okanagan Similkameen has a service for Area “H” that includes an agreement with the Town of Princeton to provide fire protection for some residences of Area “H”. After the recent flooding event in Princeton, it was determined that there is an immediate need for a fire hall to be located out of the flood zone. A property on the east side of the river has been selected for the construction site. The new hall will have space for an Emergency Operations Centre and will house Area “H”’s wildland fire trucks.

Analysis:

The total projected cost of the Princeton fire hall project is \$4,500,000. The requested RDOS portion is \$500,000 which is 11% of the total cost and is in compliance with the current contract.

Financial Implications:

No direct tax implication to Area “H”.

Alternatives:

THAT Bylaw 3105 be denied.

Communication Strategy:

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted:

“Wayne Making”

W. Making, Deputy Chief Financial Officer

Endorsed by:

“Noelle Evans-MacEwan, CPA, CA”

N. Evans-MacEwan, Chief Financial Officer

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 3105, 2025

A bylaw to authorize the expenditure of monies from the Electoral Area “H” Community Facilities Reserve Fund toward the construction of a firehall within the Town of Princeton.

WHEREAS Section 377 of the *Local Government Act*, and Section 189 of the *Community Charter* authorises the Board, by bylaw adopted by at least 2/3 of its members, to provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS the Electoral Area “H” Community Facilities Capital Reserve Fund, established by Bylaw No. 2653, 2024, has sufficient monies available for community capital projects;

NOW THEREFORE, the Board of the Regional District of Okanagan-Similkameen in open meeting assembled enacts as follows:

1 Citation

1.1 This Bylaw shall be cited as the Electoral Area “H” Community Facilities Capital Reserve Fund Expenditure Bylaw No. 3105, 2025.

2. The expenditure of \$500,000.00 from the Electoral Area “H” Community Facilities Reserve Fund is hereby authorized toward the construction of a firehall within the Town of Princeton.

READ A FIRST, SECOND, AND THIRD TIME this ____ day of _____, 20__.

ADOPTED BY 2/3 VOTE this ____ day of _____, 20__.

Board Chair

Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: April 3, 2025

RE: **Vintage Views and Lakeshore Waterworks Utilities Assent Vote Election Officer Appointments**

Administrative Recommendation:

THAT Gillian Cramm be appointed as the Chief Election Officer and Diane Vaykovich and Marc Aucoin be appointed as Deputy Chief Election Officers for the Vintage Views Wastewater System and Lakeshore Waterworks System Assent Voting opportunities.

Purpose:

To update the Election Officers for the Vintage Views and Lakeshore assent voting opportunities.

Reference:

Local Government Act

RDOS Utility Acquisition Policy

[November 7, 2024 Administrative Report](#)

Background:

The advance voting opportunity for the Vintage Views Wastewater System and Lakeshore Waterworks System utilities takes place at the Regional District Office, 101 Martin Street, Penticton, on April 2, 2025.

General voting day is Saturday April 12, 2025 at the Okanagan Falls Community Centre, 1141 Cedar Street, Okanagan Falls.

Financial Implications:

Election Officers are paid in accordance with the [Election Officials Remuneration Policy](#).

Communication Strategy:

The Assent Voting Information pages on Regional Connections will be updated with the newly revised Election Officer information.

Will a PowerPoint presentation be presented at the meeting? No