

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



**REGULAR AGENDA**

Thursday, May 7, 2026, 9:00 am  
RDOS Boardroom  
101 Martin Street, Penticton, BC V2A 5J9

**Pages**

**A. APPROVAL OF AGENDA**

(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

That the Agenda for the RDOS Board Meeting of May 7, 2026, 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 RDOS Board of Directors**

8

THAT the Minutes of the April 16, 2026, RDOS Board of Directors meeting be adopted.

**A.1.2 Parks and Recreation Commissions**

**A.1.2.1 Oliver and District Recreation Advisory Committee Appointment**

14

RECOMMENDATION

THAT the Board appoints Beth Garrish to the Oliver and District Recreation Advisory Committee for a two-year term beginning May 2026.

**B. DELEGATIONS**

**B.1 BDO**

**Presenter:** Sinéad Scanlon, Audit Partner, BDO Canada LLP

**Topic:** Annual Financial Statements.

**B.2 2025 Audited Financial Statements**

16

(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the Audited Financial Statements of the Regional District of Okanagan-Similkameen, as of December 31, 2025 be accepted; and further,

THAT all reported 2025 transactions be adopted as amendments to the 2025 Financial Plan.

**C. DEVELOPMENT SERVICES - Rural Land Use Matters**

- C.1 Development Variance Permit Application — Electoral Area “F” (F2026.005-DVP)** 56  
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT Development Variance Permit No. F2026.005-DVP, to allow for the construction of an accessory building at 1805 Sparton Drive, be denied.

- C.2 Short-Term Rental Permit Application – Electoral Area “E” (E2026.007-STR)** 68  
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT Short-Term Rental Permit No. E2026.007-STR, to allow a short-term rental accommodation use at 6851 Indian Rock Road, Naramata, be approved.

- C.3 Floodplain Exemption Application — Electoral Area “E” (E2026.001-FPE)** 84  
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT the Board of Directors approve a floodplain exemption for 4535 Mill Road, Naramata (legally described as Lot 21, Plan KAP3889, District Lot 211, SDYD), in order to permit the development of a single detached dwelling within the floodplain setback of Okanagan Lake, subject to the following condition:

- i. a statutory covenant is registered on title in order to:
  - a. “save harmless” the Regional District against any damages as a result of a flood occurrence; and
  - b. secure the recommendations contained within the Flood Hazard Assessment for Floodplain Exemption report, dated March 12, 2026, prepared by Caleb Pomeroy, P.Eng., of Watershed Engineering Limited.

- C.4 Floodplain Exemption Application — Electoral Area “E” (E2026.002-FPE)** 104  
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT the Board of Directors approve a floodplain exemption for 4545 Mill Road, Naramata (legally described as Lot 22, Plan KAP3889, District Lot 211, SDYD), in order to permit the development of a single detached dwelling within the floodplain setback of Okanagan Lake, subject to the following condition:

- i. a statutory covenant is registered on title in order to:
  - a. “save harmless” the Regional District against any damages as a result of a flood occurrence; and
  - b. secure the recommendations contained within the Flood Hazard Assessment for Floodplain Exemption report, dated March 12, 2026, prepared by Caleb Pomeroy, P.Eng., of Watershed Engineering Limited.

- C.5 Review of Large Holdings One Site Specific (LH1s) Zone - Anarchist Mountain (A2026.001-ZONE) 131**  
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.63, 2026, 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 May 21, 2026;

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

- C.6 Zoning Bylaw Amendment – Electoral Area “C” (C2025.015-ZONE) 142**  
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.60, 2025, be denied.

- C.7 “Optimize the Development Approval Process” - Secondary Suite Review (X2025.012-ZONE) 158**  
(Unweighted Rural Vote - Simple Majority)

RECOMMENDATION

THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.59, 2026, be read a first, second and third time.

- C.8 Petition to Leave Service Area – Electoral Area “H” (H2025.004-SAP) 178**  
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the Chain Lake-Shinish Creek Diversion Service Establishment Amendment Bylaw No. 1382.02, 2026, being a bylaw to reduce the service area by excluding the property at 3610 Princeton-Summerland Road, be denied.

**D. COMMUNITY SERVICES**

- D.1 Hedley War Memorial Cenotaph and Grace Hedley Church (Little Church) Heritage Register Status and Provincial Heritage Register Nomination** 190  
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the Board of Directors confirm that the Hedley War Memorial Cenotaph has been included on the RDOS Community Heritage Register since the Board decision of February 15, 2018;

AND THAT the Board of Directors direct staff to add the Grace Hedley Church (Little Church) to the RDOS Community Heritage Register;

AND FURTHER THAT the Board of Directors direct staff to proceed with an application to the Province of British Columbia to add the Hedley War Memorial Cenotaph and Grace Hedley Church (Little Church) to the BC Provincial Heritage Register.

**E. Public Works**

- E.1 Wildlife Safety Education Programming** 205  
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the Board direct staff to proceed with coordinating an internal wildlife safety education program, utilizing existing 2026 budget allocations to rebrand and transition the program in 2026, with full implementation in 2027.

**F. FINANCE**

- F.1 Keremeos & District Fire Department Capital Reserve Expenditure Bylaw and 2026-2030 Five Year Financial Plan Amendment – Keremeos & District Fire Department Type 3 Engine Purchase** 207  
(Weighted Corporate Vote - 2/3 Majority)

RECOMMENDATION

THAT Bylaw No. 3145, 2026, being a bylaw that authorizes the expenditure of \$75,000 from the Keremeos and District Fire Protection Capital Works, Machinery and Equipment Reserve Fund toward the purchase of a Type 3 Fire Engine for the Keremeos Fire Department, be read a first, second and third time and be adopted; and

THAT Bylaw No. 3134.01, 2026, being a bylaw to amend the 2026-2030 Five Year Financial Plan to include an additional \$75,000 from the Keremeos & District Fire Department Capital Reserve for the purchase of a Type 3 Fire Engine, be read a first, second and third time and be adopted.

- F.2 Community Works Fund Reserve Expenditure Bylaw and 2026-2030 Five Year Financial Plan Amendment – Anarchist Mountain Community Centre** 212  
(Weighted Corporate Vote - 2/3 Majority)

RECOMMENDATION

THAT Bylaw No. 3144, 2026, being a bylaw that authorizes the expenditure of \$250,000 from the Electoral Area “A” Community Works Fund (Gas Tax) Reserve for the purpose of construction of the Anarchist Mountain Community Centre at Jamie Soule Park be read a first, second and third time and be adopted; and

THAT Bylaw No. 3134.02, 2026, being a bylaw to amend the 2026-2030 Five Year Financial Plan to allocate \$250,000 from Electoral Area “A” Community Works Fund (Gas Tax) Reserve to the Anarchist Mountain Community Centre project at Jamie Soule Park, be read a first, second and third time and be adopted.

- F.3 2026-2030 Five Year Financial Plan Amendment – Regional Trails** 217

RECOMMENDATION

THAT Bylaw No. 3134.03, 2026, being a bylaw to amend the 2026-2030 Five Year Financial Plan to include \$50,000 of grant funds for the Regional Trails Operating Financial Plan, be read a first, second and third time and be adopted.

- F.4 Keremeos Recreation Facility Reserve Fund Expenditure Bylaw and 2026-2030 Five Year Financial Plan Amendment – Similkameen Recreation HVAC Purchase** 221  
(Weighted Corporate Vote - 2/3 Majority)

RECOMMENDATION

THAT Bylaw No. 3146, 2026, being a bylaw that authorizes the expenditure of \$27,000 from the Electoral Area 'B-G' – Keremeos Recreation Facility Reserve Fund toward the purchase and installation of a replacement HVAC unit for the Similkameen Recreation Centre, be read a first, second and third time and be adopted; and

THAT Bylaw No. 3134.04, 2026, being a bylaw to amend the 2026-2030 Five Year Financial Plan to include \$27,000 from the Electoral Area 'B-G' – Keremeos Recreation Facility Reserve Fund for the purchase and installation of an HVAC unit, be read a first, second and third time and be adopted.

**G. LEGISLATIVE SERVICES**

**G.1 Report of Assent Vote Results-Sage Mesa Water System Service** 226  
For Information.

**G.2 Bylaw No. 3075 Sage Mesa Water System Service Establishment and Bylaw No. 3076 Sage Mesa Water System Loan Authorization** 230  
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT first, second and third readings of Bylaw No. 3075, 2024 Sage Mesa Water System Service Establishment Bylaw be rescinded and the bylaw be abandoned; and,

THAT first, second and third readings of Bylaw No. 3076, 2024 Sage Mesa Water System Loan Authorization Bylaw be rescinded and the bylaw be abandoned.

**G.3 Items Removed from Consent Agenda**  
This is held for items pulled off the Consent Agenda - Legislative Services.

**H. CAO REPORTS**

**H.1 Verbal Update**

**H.1.1 Strategic Actions Workplan Amendments** 237  
(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT the Board of Directors adopt the amendment to the Strategic Actions Workplan in Schedule 1; to modify the project scope of 26.962 - Regional Trails gap analysis and assessment, and;

THAT the Board of Directors adopt the amendment to the Strategic Actions Workplan in Schedule 1; to defer 25.907 – Regional Trail, Similkameen Trail South Similkameen “G”.

**H.1.2 Board Action Items and Request Reporting – May 2026** 241  
For Information.

**I. OTHER BUSINESS**

**I.1 Chair's Report**

**I.2 Directors Motions**

**I.3 Board Members Verbal Update**

**J. CLOSED SESSION**

(Unweighted Corporate Vote - Simple Majority)

RECOMMENDATION

THAT in accordance with Section 90(1)(c)(e), & 90(2)(b) of the *Community Charter*, the Board close the meeting to the public on the basis of:

- labour relations or other employee relations; and,
- 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
  - i. between the regional district 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,
  - ii. between the regional district and another local government or between another local government and a third party, or
  - iii. between the regional district and a first nation or a prescribed Indigenous entity, or between a first nation or a prescribed Indigenous entity and a third party.

**K. ITEMS COMING OUT OF CLOSED SESSION**

**L. ADJOURNMENT**

RECOMMENDATION

THAT the meeting adjourn.



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BOARD of DIRECTORS MEETING**

Thursday, April 16, 2026

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 A. Holley, Village of Keremeos  
 Director J. Bloomfield, City of Penticton      Director D. Holmes, District of Summerland  
 Director G. Bush, Electoral Area "B"      Director M. Johansen, Town of Oliver  
 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 J. Reynen, City of Penticton  
 Director A. Fedrigo, Electoral Area "E"      Director T. Roberts, Electoral Area "G"  
 Director R. Gettens, Electoral Area "F"      Director M. Taylor, Electoral Area "D"
- STAFF PRESENT: J. Zaffino, CAO      T. Batten, Corporate Officer  
 N. Evans-MacEwan, CFO

The meeting was called to order at 9:00 am.

**A. APPROVAL OF AGENDA**

(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

That the Agenda for the RDOS Board Meeting of April 16, 2026, be adopted as amended by adding an item under E. CAO Reports regarding "Energy Supply to the Okanagan Region-Submission to the BCUC".

**CARRIED**

A.1 Consent Agenda - Corporate Issues

(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

THAT the Consent Agenda Corporate Services be adopted.

**CARRIED**

A.1.1 Committee of the Whole

THAT the Minutes of the April 2, 2026, Committee of the Whole meeting be adopted.

A.1.2 RDOS Board of Directors

THAT the Minutes of the April 2, 2026, RDOS Board of Directors meeting be adopted.

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

- B.1 Temporary Use Permit Application – Electoral Area “I” (I2025.001-TUP)  
*Director Gilbert joined the meeting at 9:11 am.*

(Unweighted Rural Vote - Simple Majority)

**MOVED and SECONDED**

THAT the Board direct staff to defer this application including refraining from enforcement action on this application and that staff be directed to return to the Board by August 20, 2026 with a policy and legal liability opinion on the various types of tiny homes and that the Board asks that there be a workshop (s) with the Electoral Area Directors to establish a policy with appropriate areas of placement for alternative housing options within each Electoral Area including consultation with each area based on Director’s requests for presentation or engagement.

**CARRIED**

- B.2 Short-Term Rental (STR) Permit Application – Electoral Area “E” (E2026.001-STR)

(Unweighted Rural Vote - Simple Majority)

**MOVED and SECONDED**

THAT Short-Term Rental (STR) Permit No. E2026.001-STR, to allow a short-term rental accommodation use at 450 Robinson Avenue, Naramata, be approved.

**CARRIED**

**Opposed:** Directors Chahal and Taylor

**C. PROTECTIVE SERVICES**

- C.1 Public Safety Power Shutoff (PSPS) Identified High-Risk Areas, and Operational Concerns

(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

THAT the RDOS Board direct staff to send a formal letter to the appropriate Provincial Minister and the British Columbia Utilities Commission stating that the RDOS does not support the implementation of Public Safety Power Shutoffs (PSPS) within the RDOS particularly within the communities of Princeton (rural), Hedley (rural), Tulameen, Coalmont, and Apex;

AND THAT the letter requests Provincial and regulatory intervention to ensure wildfire risk reduction strategies prioritize infrastructure hardening, system reliability, and public safety without transferring unacceptable risk to rural communities and local governments.

AND THAT Fortis be invited to attend a future RDOS Board meeting to speak to this topic.

**CARRIED**

**D. LEGISLATIVE SERVICES**

- D.1 Appointment of Election Officers – 2026 RDOS General Local Election  
(Unweighted Corporate Vote - Simple Majority)

**B122/26**

**MOVED and SECONDED**

THAT the Board appoints Tracey Batten as Chief Election Officer and Marc Aucoin as Deputy Chief Election Officer for the RDOS 2026 General Local Election.

**CARRIED**

**E. CAO REPORTS**

- E.1 Verbal Update  
E.1.1 Strategic Actions Workplan Amendment

(Weighted Corporate Vote - Majority)

**B123/26**

**MOVED and SECONDED**

THAT the Board of Directors adopt the amendment to the Strategic Actions Workplan in Schedule 1; to increase the project and funding by \$240,000 for 26.901 – Anarchist Mountain Community Hall.

**CARRIED**

- E.1.2 Energy Supply to the Okanagan Region-Submission to the British Columbia Utility Commission

**B124/26**

**MOVED and SECONDED**

THAT the Board approve the submission to the British Columbia Utilities Commission regarding energy supply to the Okanagan region attached to the Administrative Report dated April 16, 2026.

**CARRIED**

**F. OTHER BUSINESS**

- F.1 Chair's Report

F.2 Directors Motions

F.2.1 Director Motion – Director Taylor

(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

THAT RDOS direct staff to prepare a policy and provide a recommendation to the Board by September 30, 2026 calling for, in general terms, a brief 1 page annual report on each large scale engineering project meeting certain criteria (e.g. total budget, timeframe, tax requisition?); setting out key parameters including but not necessarily limited to current status, work completed, remaining work, status relative to budget and timeline, major decisions to be made in coming year including options under consideration, and whether budget or timeline are expected to be met; and that this report serve as the basis for a report to the board or EA Committee approximately December or January.

**CARRIED**

**Opposed:** Directors Gilbert, McKortoff, and Watt

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 –
9. Economic Trust of the Southern Interior (ETSI-BC) - *Johansen, McKortoff, Bloomfield, Roberts (Alternate)*
10. Collaborative Leadership Table - *Pendergraft, Roberts (Alternate)*

**G. CLOSED SESSION**

(Unweighted Corporate Vote - Simple Majority)

**MOVED and SECONDED**

THAT in accordance with Section 90(1)(c)(e)(i), and 90(2)(b) of the *Community Charter*, the Board close the meeting to the public on the basis of;

- Labour relations or other employee relations; and,
- 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 receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose; and,
- The consideration of information received and held in confidence relating to negotiations
  - i. between the municipality and another local government or between another local government and a third party,
  - ii. between the municipality and another local government or between another local government and a third party, or
  - iii. between the municipality and a first nation or a prescribed Indigenous entity, or between a first nation or a prescribed Indigenous entity and a third party

**CARRIED**

*The meeting closed to the public at 10:51 am and reopened to the public at 3:13 pm.*

*Directors B. Coyne and Johansen were not in attendance when the meeting reopened.*

**H. ITEMS COMING OUT OF CLOSED SESSION**

Rise and report Item for the April 16, 2026, Closed meeting.

**KVR Deactivation Princeton West**

THAT The Board of Directors:

1. Direct staff to use the Strategic Actions Amendment Framework to the scope change, review and validate estimated staff time, and report back to the Board with proposed amendments to the staff workplan for consideration.
2. Endorse the expansion of scope of the Regional Trails Gap Analysis (Strategic Plan Action 26.962) to include a comprehensive, region-wide operations and maintenance (O&M), capital, and lifecycle assessment for all RDOS regional trails, utilizing the funding provided by Trans Canada Trail; and
3. Direct staff to prepare a five-year Regional Trails Operations and Maintenance Plan, inclusive of the KVR (Princeton area and main line), KVR South Spur, and Similkameen Trail, for Board consideration; and
4. Support the request to retain four sections of the KVR west of Princeton by confirming support for supplemental funding requests beginning in 2027 to address the incremental Operations and Maintenance costs associated with these retained sections.

**Minutes are in DRAFT form and are subject to change pending approval by the Regional District Board**

**I. ADJOURNMENT**

**B127/26**

**MOVED and SECONDED**

THAT the meeting adjourn at 3:17 pm.

**CARRIED**

---

M. Pendergraft, Chair

---

T. Batten, Corporate Officer

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Oliver and District Recreation Advisory Committee Appointment**

---

### **Administrative Recommendation:**

THAT the Board appoints Beth Garrish to the Oliver and District Recreation Advisory Committee for a two-year term beginning May 2026.

### **Alternatives:**

THAT the Board refer the Oliver and District Recreation Advisory Committee Appointment back to staff for additional information.

### **Purpose:**

To appoint an Electoral Area C representative to the Oliver and District Recreation Advisory Committee.

### **Strategic Priorities:**

2.3 Engage Communities

### **Background & Analysis:**

The Town of Oliver and Electoral Area C participate in a joint recreation service. The Town of Oliver administers the service. Due to the appointment ending for one of the Area C representatives, the Town invited applications from the community for an Area C representative. The Area C Director supports this appointment.

### **Financial Implications:**

Financial implications have been considered and none were found.

---

**Communication Strategy:**

The Town of Oliver will be notified of the Board's appointment.

Will a PowerPoint presentation be presented at the meeting? No

**Respectfully submitted:**

"Tracey Batten"

T. Batten, Corporate Officer

**Endorsed by:**

"Jim Zaffino"

J. Zaffino, CAO

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **2025 Audited Financial Statements**

---

**Administrative Recommendation:**

THAT the Audited Financial Statements of the Regional District of Okanagan-Similkameen, as of December 31, 2025 be accepted; and further,

THAT all reported 2025 transactions be adopted as amendments to the 2025 Financial Plan.

**Alternatives:**

THAT the Audited Financial Statements of the Regional District of Okanagan-Similkameen, as of December 31, 2025 not be accepted.

**Purpose:**

To seek the Board's formal acceptance of the 2025 Audited Financial Statements as presented.

**Strategic Priorities:**

Operational

**Background & Analysis:**

The 2025 Financial Statements for the RDOS are presented with an unqualified audit opinion. The independent auditors have advised that the financial statements present fairly, in all material respects, the financial position of the RDOS in accordance with Generally Accepted Accounting Principles (GAAP) and Public Sector Accounting Standards (PSAS).

Please note that the attached 2025 Financial Statements have not yet been signed by the auditors or RDOS representatives. Under Canadian Audit Standards, the audit file must remain open until the Board has reviewed and formally accepted the financial statements. Ownership of the financial statements transfers upon the passing of the above noted resolution. Once accepted by the Board, the final document will be signed by both the auditors and RDOS representatives.

The audited financial statements are provided with this report to allow the Board an opportunity to review them in advance of the May 7<sup>th</sup> Board meeting.

---

**Financial Implications:**

The audited financial statements reflect historical financial results, and no new financial implications arise from the acceptance of the Audited Financial Statements.

**Communication Strategy:**

The 2025 Financial Statements will be posted on the RDOS website and distributed as legislatively required.

Will a PowerPoint presentation be presented at the meeting?    Yes

**Respectfully submitted:**

*“Katharina Ernst, CPA, CA”*

K. Ernst, Manager of Financial Operations

**Endorsed by:**

*“Noelle Evans-MacEwan, CPA, CA”*

N. Evans-MacEwan, Chief Financial Officer

**Regional District of Okanagan-Similkameen**  
**Consolidated Financial Statements**  
For the year ended December 31, 2025

Final Draft for Management Approval

**Regional District of Okanagan-Similkameen**  
**TABLE OF CONTENTS**  
For the year ended December 31, 2025

---

<b>Management's Responsibility for Financial Reporting</b>	2
Independent Auditor's Report	3 - 4
<b>Consolidated Financial Statements</b>	
Consolidated Statement of Financial Position	5
Consolidated Statement of Operations and Accumulated Surplus	6
Consolidated Statement of Change in Net Financial Assets	7
Consolidated Statement of Cash Flows	8
Notes to the Consolidated Financial Statements	9 - 35
Schedule 1 - Growing Communities Grant (Unaudited)	36
Schedule 2 - Local Government Housing Initiatives Grant (Unaudited)	37

Final Draft for Management Approval

---

## Management's Responsibility for Financial Reporting

---

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

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

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

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

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

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

---

Chief Administrative Officer

---

Board Chair

May 7, 2026



---

## Independent Auditor's Report

---

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

### Opinion

We have audited the consolidated financial statements of the Regional District of Okanagan-Similkameen and its controlled entities (the "Regional District"), which comprise the consolidated statement of financial position as at December 31, 2025, and the consolidated statements of operations and accumulated surplus, change in net financial assets and cash flows for the year then ended, and the notes to the consolidated financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the consolidated financial position of the Regional District as at December 31, 2025, and its consolidated results of operations, its consolidated change in net financial assets, and its consolidated cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Consolidated Financial Statements* section of our report. We are independent of the Regional District in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Unaudited Information

We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of the unaudited supplementary schedules of the consolidated financial statements.

### Responsibilities of Management and Those Charged with Governance for the Consolidated Financial Statements

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

In preparing the consolidated financial statements, management is responsible for assessing the Regional District's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Regional District or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Regional District's financial reporting process.

### Auditor's Responsibilities for the Audit of the Consolidated Financial Statements

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.



Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Regional District's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Regional District's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the consolidated financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Regional District to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the consolidated financial statements, including the disclosures, and whether the consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Plan and perform group audit to obtain sufficient appropriate audit evidence regarding the financial information of the entities or business units within the Regional District as a basis for forming an opinion on the group financial statements. We are responsible for the direction, supervision, and review of the audit work performed for the purposes of the group audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Chartered Professional Accountants

Penticton, British Columbia  
May 7, 2026

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

December 31	2025	2024
<b>Financial assets</b>		
Cash (Note 2)	\$ 37,563,797	\$ 46,819,629
Portfolio investments (Note 2)	24,811,045	24,027,886
Accounts receivable (Note 3)	5,568,555	7,792,851
Debt reserve fund (Note 4)	2,216,577	2,174,959
Debt recoverable from member municipalities (Note 10)	71,262,149	59,954,377
Due from Town of Osoyoos	58,697	-
Due from Town of Oliver	1,088,750	564,139
	<b>142,569,570</b>	<b>141,333,841</b>
<b>Liabilities</b>		
Accounts payable and accrued liabilities (Note 5)	6,522,815	7,782,329
Deferred revenue (Note 6)	13,063,333	12,151,365
Asset retirement obligation (Note 7)	11,005,937	11,081,058
Development cost charges (Note 8)	490,226	655,354
MFA equipment financing (Note 9)	1,063,719	65,815
Debt reserve fund, member municipalities (Note 4)	1,854,311	2,174,959
Long-term debt - Regional District (Note 10)	16,682,592	17,266,860
Long-term debt - Member Municipalities (Note 10)	71,262,149	59,954,377
Due to Town of Osoyoos	-	48,944
	<b>121,945,082</b>	<b>111,181,061</b>
<b>Net financial assets</b>	<b>20,624,488</b>	<b>30,152,780</b>
<b>Non-financial assets</b>		
Prepaid expenses	526,390	458,304
Tangible capital assets (Note 11)	127,878,775	106,752,705
	<b>128,405,165</b>	<b>107,211,009</b>
<b>Accumulated surplus (Note 12)</b>	<b>\$ 149,029,653</b>	<b>\$ 137,363,789</b>

Approved on behalf of the Board of Directors

\_\_\_\_\_  
Chief Administrative Officer

\_\_\_\_\_  
Board Chair

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

<b>For the year ended December 31</b>	(Note 18) <b>Budget</b>	<b>2025</b>	<b>2024</b>
<b>Revenues</b>			
Property taxes and grant in lieu (Note 15)	\$ 25,035,094	\$ 25,103,115	\$ 23,421,530
Sales of goods and services	16,055,431	16,593,018	15,646,696
Government transfers	18,786,510	6,001,524	7,867,580
Interest and investment income	-	2,823,340	3,155,403
Development cost charges	434,516	-	-
Donations	6,840	241,417	389,935
Rental	234,388	276,897	245,462
Other contracts and miscellaneous (Note 16)	1,554,689	3,090,921	6,634,059
Restructuring transaction (Note 19)	-	6,518,873	-
<b>Total revenues for the year</b>	<b>62,107,468</b>	<b>60,649,105</b>	<b>57,360,665</b>
<b>Expenses (Note 22)</b>			
General government	8,379,334	9,406,962	8,532,016
Protective services	6,765,718	8,057,038	7,904,404
Transportation services	1,020,057	965,420	893,522
Development services	2,864,201	2,711,872	2,419,168
Parks, recreation and culture	8,590,906	8,708,859	8,677,179
Environmental services	9,620,504	10,782,412	9,802,567
Bylaw enforcement	525,372	570,174	529,658
Water services	5,411,167	5,178,375	5,267,615
Sewer services	1,303,501	2,278,557	1,271,644
Economic development	282,943	323,572	277,908
<b>Total expenses for the year</b>	<b>44,763,703</b>	<b>48,983,241</b>	<b>45,575,681</b>
<b>Annual surplus (Note 12)</b>	<b>17,343,765</b>	<b>11,665,864</b>	<b>11,784,984</b>
<b>Accumulated surplus, beginning of year</b>	<b>137,363,789</b>	<b>137,363,789</b>	<b>125,578,805</b>
<b>Accumulated surplus, end of year</b>	<b>\$154,707,554</b>	<b>\$149,029,653</b>	<b>\$137,363,789</b>

The accompanying notes are an integral part of these consolidated financial statements.

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

<b>For the year ended December 31</b>	(Note 18) <b>Budget</b>	<b>2025</b>	<b>2024</b>
<b>Annual surplus</b>	<b>\$ 17,343,765</b>	<b>\$ 11,665,864</b>	<b>\$ 11,784,984</b>
Acquisition of tangible capital assets (Note 11)	(49,632,778)	(19,661,433)	(13,015,544)
Amortization of tangible capital assets (Note 11)	-	4,627,358	4,299,145
Net disposal of tangible capital assets (Note 11)	-	313,305	265,558
Net change in ARO estimate (Note 11)	-	-	1,063,827
Increase in tangible capital assets on restructuring (Note 19)	-	(6,405,300)	-
	<b>(49,632,778)</b>	<b>(21,126,070)</b>	<b>(7,387,014)</b>
Acquisition of prepaid expenses	-	(68,086)	(180,893)
<b>Increase (decrease) in net financial assets</b>	<b>(32,289,013)</b>	<b>(9,528,292)</b>	<b>4,217,077</b>
<b>Net financial assets, beginning of year</b>	<b>30,152,780</b>	<b>30,152,780</b>	<b>25,935,703</b>
<b>Net financial assets, end of year</b>	<b>\$ (2,136,233)</b>	<b>\$ 20,624,488</b>	<b>\$ 30,152,780</b>

The accompanying notes are an integral part of these consolidated financial statements.

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

For the year ended December 31	2025	2024
<b>Cash flows from operating activities</b>		
Cash received from grants, other governments, and own sources	\$ 53,509,753	\$ 58,823,177
Cash paid to employees and suppliers	(44,241,157)	(38,358,725)
Interest paid	(977,424)	(839,275)
Interest received	2,802,901	3,155,403
	<u>11,094,073</u>	<u>22,780,580</u>
<b>Cash flows from capital activities</b>		
Purchase of tangible capital assets	(19,661,433)	(13,015,544)
Proceeds from sale of tangible capital assets	313,305	265,558
	<u>(19,348,128)</u>	<u>(12,749,986)</u>
<b>Cash flows from financing activities</b>		
Acquisition of short-term debt	1,118,861	-
Repayment of short-term debt	(120,957)	-
Acquisition of long-term debt	800,000	-
Repayment of long-term debt	(1,384,270)	(520,797)
Increase (decrease) in due to related parties	(48,944)	48,944
	<u>364,690</u>	<u>(471,853)</u>
<b>Cash flows from investing activities</b>		
Increase in investments	(783,159)	(712,542)
Increase in due from related parties	(583,308)	(383,558)
	<u>(1,366,467)</u>	<u>(1,096,100)</u>
<b>Increase (decrease) in cash for the year</b>	<b>(9,255,832)</b>	<b>8,462,641</b>
<b>Cash, beginning of year</b>	<b>46,819,629</b>	<b>38,356,988</b>
<b>Cash, end of year</b>	<b>\$ 37,563,797</b>	<b>\$ 46,819,629</b>

The accompanying notes are an integral part of these consolidated financial statements.

---

# Regional District of Okanagan-Similkameen

## Notes to the Consolidated Financial Statements

December 31, 2025

---

### 1. Summary of Significant Accounting Policies

#### Nature of Business

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

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

The Regional District reporting entity includes the local government and all related entities that are controlled by the Regional District.

#### Basis of Presentation

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

#### Principles of Consolidation

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

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

##### *Sunbowl Arena*

Government business enterprises that are accounted for on the modified equity basis of accounting include the cost of the Regional District's investment in the entities and its proportionate share of earnings or losses. Under the modified equity basis of accounting inter-organizational balances are not eliminated. The following entity is accounted for on a modified equity basis:

##### *Vermilion Forks Community Forest Corporation*

---

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

**December 31, 2025**

---

### 1. Summary of Significant Accounting Policies (continued)

<b>Cash</b>	Cash consists of cash on hand and bank balances.
<b>Retirement Benefits</b>	The Regional District's contributions due during the period to its multi-employer defined benefit plan are expensed as incurred.
<b>Revenue Recognition</b>	<p>Taxes are recorded at estimated amounts when they meet the definition of an asset, have been authorized and the taxable event occurs. For property taxes, the taxable event is the period for which the tax is levied. As taxes recorded are initially based on management's best estimate of the taxes that will be received, it is possible that changes in future conditions, such as reassessments due to audits, appeals and court decisions, could result in a change in the amount of tax revenue recognized. Taxes receivable are recognized net of an allowance for anticipated uncollectable amounts.</p> <p>Revenues from transactions with performance obligations are recognized when (at a point in time) or as (over a period of time) the Regional District satisfies the performance obligations, which occurs when control of the benefits associated with the promised goods or services has passed to the payor.</p> <p>The Regional District recognizes revenue from users fees of water, sewer, and solid waste disposal on a straightline basis over the period of time that the relevant performance obligations are satisfied by the Regional District.</p> <p>The Regional District recognizes revenue from administrative services, building permits, development permits, sales of goods and other licenses and permits at the point in time that the Regional District has performed the related performance obligations and control of the related benefits has passed to the payors.</p> <p>Revenue from transactions without performance obligation is recognized at realizable value when the Regional District has the authority to claim or retain an inflow of economic resources received or receivable and there is a past transaction or event that gives rise to the economic resources. The Regional District recognizes revenue from tax penalties and interest, bylaw enforcement, and other revenue without associated performance obligations at the realizable value at the point in time when the Regional District is authorized to collect these revenues.</p> <p>In accordance with the Local Government Act of BC, development cost charges (DCC's) funds must be deposited into a separate fund. When the related costs are incurred, the DCC's are recognized as revenue.</p>

---

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

December 31, 2025

---

### 1. Summary of Significant Accounting Policies (continued)

#### Trusts Under Administration

Trusts administered by the Regional District are not included in these consolidated financial statements.

#### Financial Instruments

All financial instruments are measured at cost or amortized cost. The carrying amount of each of these financial instruments is presented on the consolidated statement of financial position and the effective interest rate method is used to determine interest revenue or expense.

For investments measured at cost, the cost method records the initial investment at cost and earnings from such investments are recognized only to the extent received or receivable. Transaction costs are added to the initial carrying value for financial instruments measured using cost or amortized cost.

Financial assets are tested annually for impairment. When financial assets are impaired, impairment losses are recorded in the statement of operations.

When an investment is written down to recognize an impairment loss, the new carrying value is deemed to be the new cost basis for subsequent accounting purposes.

#### Government Transfers

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

When the Regional District is deemed to be the transferor, the transfer expense is recognized when the recipient is authorized and has met the eligibility criteria.

---

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

December 31, 2025

---

### 1. Summary of Significant Accounting Policies (continued)

<b>Contaminated Sites</b>	Liabilities for remediation of contaminated sites are recognized when an environmental standard exists, contamination exceeds the standard, the Regional District has responsibility for remediation of the site, future economic benefits will be given up, and a reasonable estimate of the amount can be made.
<b>Long-term Debt</b>	Long-term debt is recorded net of related sinking fund balances and actuarial earnings.
<b>Asset Retirement Obligation</b>	A liability for an asset retirement obligation is recognized when there is a legal obligation to incur retirement costs in relation to a tangible capital asset; it is expected that future economic benefits will be given up; and a reasonable estimate of the amount can be made. The liability is recorded at an amount that is the best estimate at the financial statement date of the expenditure required to retire a tangible capital asset. This liability is subsequently reviewed at each financial reporting date and adjusted for the passage of time and for any revisions to the timing, amount required to settle the obligation or the discount rate. Upon the initial measurement of an asset retirement obligation, a corresponding asset retirement cost is added to the carrying value of the related tangible capital asset if it is still in productive use. This cost is amortized over the useful life of the tangible capital asset. If the related tangible capital asset is unrecognized or no longer in productive use, the asset retirement costs are expensed.
<b>Tangible Capital Assets</b>	<p>Tangible capital assets are not available to discharge existing liabilities and are held for use in the provision of goods and services. They have useful lives extending beyond the current year and are not intended for sale in the ordinary course of operations.</p> <p>Tangible capital assets are valued at acquisition cost less accumulated amortization. Cost includes all costs directly attributable to acquisition or construction of the tangible capital asset including transportation costs, installation costs, design and engineering fees, legal fees and site preparation costs.</p>

---

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

December 31, 2025

---

### 1. Summary of Significant Accounting Policies (continued)

**Tangible Capital Assets** (continued) Amortization is charged against tangible capital assets based on the estimated useful life of the asset as follows:

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

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

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

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

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

**General government services** is comprised of a number of different services, including: corporate services; administration; finance; human resources; information systems; and electoral area costs. Corporate services involves staff and management working closely with the Regional District Board and community partners to coordinate the delivery of a wide range of functions and services. The finance department is responsible for the requisition of tax revenues from the Province and from member municipalities and all treasury and accounting functions. Human resources involves the administration of full-time and part-time employees, as well as the responsibility for labour relations, recruitment, training and career planning, employee health and safety and Workers Compensation regulations.

---

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

December 31, 2025

---

### 1. Summary of Significant Accounting Policies (continued)

#### Segmented Information (continued)

Information systems includes an all-encompassing computer database and mapping system for properties in the Regional District, which is used by regional services and Regional District departments and other government agencies, as well as members of the public and businesses.

**Protective services** includes a number of different programs. These programs include electoral area fire protection; 911 services; crime stoppers; victims services; and crime prevention. These services are designed to provide a safe environment to the community. The Regional District is responsible for ensuring these services are provided to various jurisdictions within the unincorporated electoral areas A through I.

**Transportation services** includes road/street light improvements and transit services.

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

**Parks, recreation and culture** includes the community halls, regional parks, community parks, and Okanagan Regional Library. The parks department is responsible for nine regional parks and various community and neighbourhood parks. The department is also responsible for future recreational opportunities through parkland acquisition and development.

**Environmental services** is responsible for providing refuse disposal and recycling services, including regional waste management and disposal, and various communication and educational programs. The services also includes the delivery of insect and weed control programs, including the Sterile Insect Release program.

**Bylaw enforcement services** is responsible for building inspection, dog control, mosquito control, starling control, and prohibited animal control.

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

**Sewer services** includes the OK Falls Sewer System, Vintage Views Sewer System and the Gallagher Lake Sewer System.

---

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

December 31, 2025

---

### 1. Summary of Significant Accounting Policies (continued)

**Segmented Information** (continued) **Economic development** is responsible for economic development and planning activities. The service provides assistance to businesses and entrepreneurs in the Regional District and to those interested in relocating to the region. The planning function is responsible for developing land use policies that provide guidance to elected officials, developers, the public and other decision makers. It puts land use plans and policies into action and ensures proper infrastructure and orderly development. The program also evaluates applications and provides recommendations to decision makers; assists the public with land use regulations, applications, and processes; and invites and responds to public comments.

**Measurement Uncertainty** The preparation of consolidated financial statements requires management to make estimates and assumptions that affect the reported amounts in the financial statements and the disclosure of contingent liabilities. Significant estimates in these consolidated financial statements include the determination of the useful lives of tangible capital assets, valuation of the asset retirement obligation, valuation of the contaminated sites obligation, and assessment of future amounts payable in relation to legal claims. For common consolidated financial statement items, such as accounts payable and accrued liabilities, measurement uncertainty is inherent but not material. These estimates and assumptions are based on management's judgment and the best information available at the time of preparation and may differ significantly from actual results. Estimates are reviewed annually to reflect new information as it becomes available.

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

**December 31, 2025**

**2. Cash and Portfolio Investments**

	2025	2024
Cash	<b>\$ 37,563,797</b>	\$ 46,819,629
Portfolio Investments		
Term deposits	226,157	220,104
Mutual funds	4,420	4,297
MFA short-term bond fund	24,545,308	23,768,325
Vermilion Forks Community Forest Corporation	35,160	35,160
	<b>24,811,045</b>	<b>24,027,886</b>
	<b>\$ 62,374,842</b>	<b>\$ 70,847,515</b>
Restricted Internally		
Capital Investment reserves	\$ 23,624,700	\$ 22,876,859
Oliver Parks & Recreation reserves	920,609	891,466
Vermilion Forks Community Forest Corporation	35,160	35,160
	<b>24,580,469</b>	<b>23,803,485</b>
Unrestricted	<b>37,794,373</b>	47,044,030
	<b>\$ 62,374,842</b>	<b>\$ 70,847,515</b>

**3. Accounts Receivable**

	2025	2024
Trade accounts receivable	\$ 1,633,598	\$ 1,666,992
Government grants	1,896,026	4,148,848
Utilities	907,126	781,002
GST receivable	337,927	516,414
Due from municipalities	793,878	679,595
	<b>\$ 5,568,555</b>	<b>\$ 7,792,851</b>

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

December 31, 2025

### 4. Debt Reserve Fund - Municipal Finance Authority

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

Debt Reserve Fund - Cash Deposits	2025	2024
Regional District	\$ 362,266	\$ 349,113
Member Municipalities	1,854,311	1,825,846
	<b>\$ 2,216,577</b>	<b>\$ 2,174,959</b>

The Regional District is also required to execute a demand note for each borrowing in the amount of one-half of the average annual principal and interest due, less the amount held back for the debt reserve fund. The demand notes payable to the MFA are only callable in the event that a local government defaults on its loan obligation, and are therefore not recorded in these financial statements. Details of demand notes are as follows:

Demand notes	2025	2024
Regional District	\$ 672,341	\$ 651,091
Member Municipalities	3,686,251	3,594,491
	<b>\$ 4,358,592</b>	<b>\$ 4,245,582</b>

### 5. Accounts Payable and Accrued Liabilities

	2025	2024
Trade payables	\$ 4,743,000	\$ 6,380,559
Holdbacks	210,460	374,790
Accrued salaries and employee benefits payable	1,569,355	1,026,980
	<b>\$ 6,522,815</b>	<b>\$ 7,782,329</b>

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

December 31, 2025

**6. Deferred Revenue**

	2025	2024
Deferred government transfers and other revenue	\$ 12,429,166	\$ 11,621,420
Parkland dedication	634,167	529,945
	\$ 13,063,333	\$ 12,151,365

Included in deferred government transfers and other revenue are:

	2024	Collected	Recognized	2025
Compost Facility Project	\$ 10,389,456	\$ -	(20,258)	\$ 10,369,198
Loose Bay Grant	54,814	-	(2,283)	52,531
Universal Metering Grant	-	2,050,325	(773,349)	1,276,976
Indigenous Engagement	35,943	42,000	(11,132)	66,811
Makeway Foundation	40,159	-	-	40,159
Naramata Fire Hall Donations	150,487	-	-	150,487
UBCM Flood Mapping	61,241	-	(55,558)	5,683
UBCM FireSmart	210,663	-	(210,663)	-
Hazard, Risk, Vulnerability Assessment	75,000	-	(75,000)	-
Strategic Priorities	73,914	-	(36,280)	37,634
Other	529,743	32,663	(132,719)	429,687
	\$ 11,621,420	\$ 2,124,988	\$ (1,317,242)	\$ 12,429,166

**7. Asset Retirement Obligation**

The Regional District's asset retirement obligation consists of the following obligations:

a) Asbestos abatement obligation

The Regional District owns buildings that are known to contain asbestos, which various regulations require specific considerations upon asset retirement. The Regional District recognized an obligation relating to the removal and disposal of the asbestos in these buildings. The buildings have remaining estimated useful lives between 4 and 40 years. Estimated costs of \$844,724 (2024 - \$844,724) have been discounted to the present value. The accretion expense is based on a discount rate of 4.57%.

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

**December 31, 2025**

### 7. Asset Retirement Obligation (continued)

#### b) Landfill closure and post-closure costs

The Regional District records a liability for landfill closure and post closure costs based on the presently known obligations that will exist over multiple closure dates and monitoring periods as various phases of the landfills are completed. The final closure of the landfills is currently expected to be in 2104. Monitoring of the landfills will be required for an additional 30 years after final closure. Estimated costs of \$23,413,773 (2024 - \$23,455,496) have been discounted to the present value. The accretion expense is based on a discount rate of 4.57%.

#### c) Well decommissioning obligation

The Regional District has water wells which require decommissioning at the end of their useful lives under the Water Sustainability Act. The Regional District recognized an obligation relating to the decommissioning of well. The wells have remaining estimated useful lives between 18 and 73 years. Estimated costs of \$560,000 (2024 - \$560,000) have been discounted to the present value. The accretion expense is based on a discount rate of 4.57%.

The Regional District's asset retirement obligation consists of the following obligations:

	Asbestos remediation	Landfill closure and monitoring	Well decommissioning	2025
Opening balance	\$ 688,481	\$ 10,153,855	\$ 238,722	\$ 11,081,058
Retirement costs incurred	-	(41,952)	-	(41,952)
Accretion expense	31,828	463,985	11,029	506,842
Change in estimate	-	(540,011)	-	(540,011)
	<u>\$ 720,309</u>	<u>\$ 10,035,877</u>	<u>\$ 249,751</u>	<u>\$ 11,005,937</u>

	Asbestos remediation	Landfill closure and monitoring	Well decommissioning	2024
Opening Balance	\$ 712,067	\$ 13,774,135	\$ 341,720	\$ 14,827,922
Retirement costs incurred	-	(43,263)	-	(43,263)
Accretion expense	63,340	574,381	14,250	651,971
Change in estimate	(86,926)	(4,151,398)	(117,248)	(4,355,572)
	<u>\$ 688,481</u>	<u>\$ 10,153,855</u>	<u>\$ 238,722</u>	<u>\$ 11,081,058</u>

The asset retirement liability has been estimated using a net present value technique using the assumptions as described above. The related asset retirement costs are being amortized on a straight-line basis over the remaining useful lives of the assets.

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

**December 31, 2025**

### 7. Asset Retirement Obligation (continued)

Significant estimates and assumptions are made in determining the asset retirement costs as there are numerous factors that will affect amounts ultimately payable. Those uncertainties may result in future actual expenditures that are different than the amounts currently recorded. At each reporting date, as more information and experience are obtained related to these asset retirement obligations, the estimates of the timing, the undiscounted cash flows, and the discount rates may change. Adjustments to these factors are accounted for as an adjustment to the asset retirement obligation and the related tangible capital asset in the current period on a prospective basis.

### 8. Development Cost Charges

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

	2025	2024
OK Falls Sewer DCC	\$ 107,585	\$ 276,974
Faulder Water DCC	14,185	13,654
Olalla Water DCC	7,643	7,357
Naramata Water DCC	360,813	357,369
	\$ 490,226	\$ 655,354
DCC Activity	2025	2024
Balance, beginning of the year	\$ 655,354	\$ 658,549
Return on investments	21,866	35,659
DCC's levied in the year	16,133	54,923
DCC's expenditures during the year	(203,127)	(93,777)
Balance, end of the year	\$ 490,226	\$ 655,354

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

**December 31, 2025**

**9. MFA Equipment Financing**

Equipment financing is repayable to the MFA and the loan agreements have a maximum length of five years.

Currently the Regional District has four loan agreements under the equipment financing program which bears interest at 5.22% per annum (2024 - 5.22%) and mature in 2027 - 2030.

Principal payments due in the next five years are as follows:

2026	\$ 239,456
2027	245,108
2028	229,576
2029	236,178
2030	<u>113,401</u>
Total	<u>\$ 1,063,719</u>

**10. Long-term Debt**

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

All long-term debt is reported net of sinking fund balances. Sinking fund installments are invested by the MFA and earn income, which together with principal payments are expected to be sufficient to retire the debt issue at maturity. Where the MFA has determined that sufficient funds exist to retire a debt issue on its maturity date without further installments, payments are suspended by the MFA and the Regional District's liability is reduced to \$nil. Should those funds prove to be insufficient at maturity, the resulting deficiency becomes a liability of the Regional District. The 2025 earnings in the sinking fund were calculated to be \$339,873 (2024 - \$313,670) and are included in interest and investment income on the consolidated statement of operations and accumulated surplus.

Debentures issued mature at various dates ranging from September 2026 to September 2052 with interest rates ranging from 1.53% to 4.52%. The weighted average interest rate on long-term debt was 3.63% (2024 - 3.28%) and interest expense was \$5,091,055 (2024 - \$4,302,320).

	<u>2025</u>	<u>2024</u>
Municipal Finance Authority	\$ 87,944,741	\$ 77,221,237
Less: Regional District portion	<u>16,682,592</u>	<u>17,266,860</u>
Total Municipal Portion	<u>\$ 71,262,149</u>	<u>\$ 59,954,377</u>

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

**December 31, 2025**

**10. Long-term Debt (continued)**

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

	Total Payment	Total Recoverable from member municipalities	Net Payment
2026	\$ 5,434,049	\$ 4,368,643	\$ 1,065,406
2027	4,577,878	3,498,107	1,079,771
2028	4,169,136	3,220,228	948,908
2029	3,458,975	2,510,066	948,909
2030	3,132,149	2,123,372	1,008,777
Thereafter	30,139,224	24,169,861	5,969,363
Total principal payments	50,911,411	39,890,277	11,021,134
Expected actuarial adjustment	37,033,330	31,371,872	5,661,458
Total	<b>\$ 87,944,741</b>	<b>\$ 71,262,149</b>	<b>\$ 16,682,592</b>

Final Draft for Management Approval

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

**December 31, 2025**

**11. Tangible Capital Assets**

								2025
	Automotive Equipment	Buildings and Improvements	Machinery and Equipment	IT Infrastructure	Land and Land Improvements	Utilities Infrastructure	Work in Process	Total
Cost, beginning of year	\$ 10,625,527	\$ 19,052,985	\$ 12,805,982	\$ 1,994,562	\$ 37,727,147	\$ 60,574,973	\$ 9,608,934	\$ 152,390,110
Additions	1,651,972	1,051,730	3,448,965	160,392	10,280,724	382,146	2,685,504	19,661,433
Disposals	(209,117)	-	-	-	-	-	(167,816)	(376,933)
Impact of restructuring	-	-	-	-	468,000	5,937,300	-	6,405,300
Transfer from Work in Progress	474,244	3,214,000	407,615	-	988,917	204,572	(5,289,348)	-
Cost, end of year	12,542,626	23,318,715	16,662,562	2,154,954	49,464,788	67,098,991	6,837,274	178,079,910
Accumulated amortization, beginning of year	6,610,693	5,081,512	7,611,315	1,580,478	3,997,029	20,756,378	-	45,637,405
Amortization	688,804	661,094	993,521	156,885	500,939	1,626,115	-	4,627,358
Disposals	(63,628)	-	-	-	-	-	-	(63,628)
Accumulated amortization, end of year	7,235,869	5,742,606	8,604,836	1,737,363	4,497,968	22,382,493	-	50,201,135
Net carrying amount, end of year	\$ 5,306,757	\$ 17,576,109	\$ 8,057,726	\$ 417,591	\$ 44,966,820	\$ 44,716,498	\$ 6,837,274	\$ 127,878,775

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

December 31, 2025

**11. Tangible Capital Assets (continued)**

								2024
	Automotive Equipment	Buildings and Improvements	Machinery and Equipment	IT Infrastructure	Land and Land Improvements	Utilities Infrastructure	Work in Process	Total
Cost, beginning of year	\$ 9,201,749	\$ 12,354,744	\$ 12,556,313	\$ 1,843,999	\$ 36,638,697	\$ 61,384,955	\$ 7,391,573	141,372,030
Additions	1,371,656	4,878,592	689,166	150,563	351,210	268,616	5,305,741	13,015,544
Disposals	(152,010)	-	(439,497)	-	-	-	(240,433)	(831,940)
Change in ARO	-	(86,926)	-	-	-	(1,078,598)	-	(1,165,524)
Trsf from Work in Progress	204,132	1,906,575	-	-	737,240	-	(2,847,947)	-
Cost, end of year	10,625,527	19,052,985	12,805,982	1,994,562	37,727,147	60,574,973	9,608,934	152,390,110
Accumulated amortization, beginning of year	6,120,170	4,521,785	7,197,585	1,377,119	3,534,262	19,255,418	-	42,006,339
Amortization	642,533	619,867	828,102	203,359	462,767	1,542,517	-	4,299,145
Disposals	(152,010)	-	(414,372)	-	-	-	-	(566,382)
Change in ARO estimate	-	(60,140)	-	-	-	(41,557)	-	(101,697)
Accumulated amortization, end of year	6,610,693	5,081,512	7,611,315	1,580,478	3,997,029	20,756,378	-	45,637,405
Net carrying amount, end of year	\$ 4,014,834	\$ 13,971,473	\$ 5,194,667	\$ 414,084	\$ 33,730,118	\$ 39,818,595	\$ 9,608,934	106,752,705

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

December 31, 2025

### 12. Accumulated Surplus

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

	Opening balance	Transfers to (from)	Surplus	Closing balance
Unrestricted surplus	\$ 79,307,674	\$(1,273,333)	\$11,665,864	\$ 89,700,205
Operating	20,888,056	(1,265,842)	-	19,622,214
	<u>100,195,730</u>	<u>(2,539,175)</u>	<u>11,665,864</u>	<u>109,322,419</u>
Community Works Gas Tax	6,468,216	245,676	-	6,713,892
Capital surplus	30,699,843	2,293,499	-	32,993,342
	<u>37,168,059</u>	<u>2,539,175</u>	<u>-</u>	<u>39,707,234</u>
	<u>\$ 137,363,789</u>	<u>\$ -</u>	<u>\$ 11,665,864</u>	<u>\$ 149,029,653</u>

### 13. Municipal Insurance Association - Liability Insurance

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

### 14. Letters of Credit and Performance Bonds

In addition to the performance deposits reflected in the consolidated statement of financial position, the Regional District is holding irrevocable letters of credit and performance bonds in the amount of \$9,178,685 (2024 - \$9,259,064) which were received from depositors to ensure their performance of works to be undertaken within the boundaries of the Regional District. These amounts are not reflected in the consolidated financial statements but are available to satisfy obligations arising from non-performance by the depositors.

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

**December 31, 2025**

**15. Property Taxes and Grant in Lieu**

	2025	2024
Property taxation revenue	\$ 26,703,032	\$ 24,936,904
Parcel tax	1,097,377	1,128,792
Grant in lieu	151,196	99,294
Collections on behalf of other agencies	(2,848,490)	(2,743,460)
Net property taxation revenue	<b>\$ 25,103,115</b>	<b>\$ 23,421,530</b>

**16. Other Contracts and Miscellaneous**

	2025	2024
Emergency/Wildfire recoveries	\$ 710,493	\$ 1,326,430
Contract fees - Sage Mesa	-	146,557
Parkland Acquisition	-	372,500
Change in ARO estimate	540,011	3,190,048
Development cost charges	203,127	93,777
Other	1,637,290	1,504,747
Total	<b>\$ 3,090,921</b>	<b>\$ 6,634,059</b>

**17. Municipal Pension Plan**

The Regional District of Okanagan-Similkameen and its employees contribute to the Municipal Pension Plan (a jointly trustee pension plan). The board of trustees, representing plan members and employers, is responsible for administering the plan, including investment of assets and administration of benefits. The plan is a multi-employer defined benefit pension plan. Basic pension benefits are based on a formula. As at December 31, 2024, the plan has about 273,000 active members and approximately 133,000 retired members. Active members include approximately 47,000 contributors from local governments.

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

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

**December 31, 2025**

**17. Municipal Pension Plan (continued)**

The most recent actuarial valuation for the Municipal Pension Plan as at December 31, 2024, indicated a \$2,675 million funding surplus for basic pension benefits on a going concern basis.

The next valuation will be as at December 31, 2027.

The Regional District paid \$920,562 (2024 - \$780,440) for employer contributions to the plan in fiscal 2025.

Employers participating in the plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the plan records accrued liabilities and accrued assets for the plan in aggregate, resulting in no consistent and reliable basis for allocating the obligation, assets and cost to individual employers participating in the plan.

**18. Budget**

The Regional District's Budget Bylaw adopted by the Board of Directors on March 6, 2025 was not prepared on a basis consistent with that used to report actual results (PSAB). The budget was prepared on a modified accrual basis while PSAB require a full accrual basis. The budget figures anticipated use of surpluses accumulated in previous years to reduce current year expenditures in excess of current year revenues to \$nil. In addition, the budget expensed all tangible capital expenditures rather than including amortization expense. As a result, the budget figures presented in the consolidated statements of operations and change in net financial assets represent the Budget adopted by the Board of Directors on March 6, 2025 with adjustments as follows:

	<b>2025</b>
Budget Bylaw surplus for the year	\$ -
Add:	
Capital expenditures	49,632,778
Debt principal	1,418,556
Municipal interest	-
Admin revenue	-
Less:	
Budgeted transfers from accumulated surplus	(11,629,362)
Bank loan proceeds	(22,078,207)
Budget surplus per consolidated statement of operations and accumulated surplus	<b>\$ 17,343,765</b>

---

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

**December 31, 2025**

---

### 19. Restructuring Transaction

#### a) Water and Sewer Systems

In September 2025, the Regional District entered into two restructuring transactions with unrelated, privately owned water and sewer systems operating within the Okanagan-Similkameen region. The restructuring was undertaken to improve the effectiveness of system operations and to ensure the systems operate in compliance with applicable health guidelines going forward. As a result of this transaction, the Regional District assumed all assets and liabilities along with related programs and operating responsibilities of the former owner. The assets acquired from Lakeshore Waterworks Ltd. and Vintage Views Developments Ltd. have been recognized in the consolidated statement of financial position at their carrying amounts as at the date of the transaction, as summarized below.

	<u>2025</u>
Financial assets	
Cash and cash equivalent - Lakeshore Waterworks Ltd.	\$ 113,573
Non-financial assets	
Tangible capital assets - Lakeshore Waterworks Ltd.	4,394,302
Tangible capital assets - Vintage Views Developments Ltd.	<u>2,010,998</u>
Accumulated surplus	<u>\$ 6,518,873</u>

In the current year, \$6,518,873 has been recognized as a separate line item on the consolidated statement of operations. This amount represents the net effect of the assets and liabilities assumed as part of the restructuring transaction. No monetary compensation was exchanged other than nominal consideration of \$1. The Regional District of Okanagan-Similkameen incurred restructuring-related costs totaling \$168,885 prior to the transfer of ownership. These costs consisted primarily of contract services, professional and legal fees.

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

**December 31, 2025**

**19. Restructuring Transaction (continued)**

Included in the consolidated statement of operations and accumulated surplus for the year ended December 31, 2025 are the following revenues and expenses related to the responsibilities transferred from Lakeshore Waterworks Ltd. as part of the restructuring transaction.

	<b>2025</b>
Revenues	
User fees	\$ 122,325
Miscellaneous revenue	113,973
	236,298
Administrative expenses	
Contract services	100,409
Education and training	350
Insurance	7,466
Materials, supplies and service	8,306
Professional fees	13,611
Operations and maintenance	108,289
Salaries and benefits	102,886
Utilities	3,405
	344,722
Annual deficit	\$ (108,424)

Final Draft for Management Approval

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

**December 31, 2025**

**19. Restructuring Transaction (continued)**

Included in the consolidated statement of operations and accumulated surplus for the year ended December 31, 2025 are the following revenues and expenses related to the responsibilities transferred from Vintage Views Developments Ltd. as part of the restructuring transaction.

	<b>2025</b>
Revenues	
User fees	\$ 39,277
Administrative expenses	
Contract services	45,959
Insurance	5,262
Materials, supplies and service	4,489
Professional fees	27,373
Operations and maintenance	49,877
Salaries and benefits	51,269
Utilities	669
	<b>184,898</b>
Annual deficit	<b>\$ (145,621)</b>

b) Proposed incorporation of a new municipality

Prior to year end, a referendum was held with respect to the proposed incorporation of a new municipality within Electoral Area D (Okanagan Falls), which was successful. As a result, a restructuring transaction is expected to be implemented in September 2026, which would result in the transfer of certain responsibilities, along with related assets and liabilities, from the Regional District to the new municipality.

As at the reporting date, the restructuring transaction had not occurred and, accordingly, the effects of the proposed restructuring were not reflected in the financial position or results of operations of the Regional District. No amounts have been recognized in these financial statements in respect of this matter.

---

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

December 31, 2025

---

### 20. Financial Instruments

#### Financial Instrument Risk Management

The Regional District is exposed to credit risk, liquidity risk, and interest rate risk from its financial instruments. This note describes the Regional District's objectives, policies, and processes for managing those risks and the methods used to measure them. Further qualitative and quantitative information in respect of these risks is presented below and throughout these financial statements.

There have not been any changes from the prior year in the Regional District's exposure to above risks or the policies, procedures and methods it uses to manage and measure the risks.

#### Credit risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation. The Regional District is exposed to credit risk through its cash and cash equivalents, accounts receivable, and portfolio investments.

The Regional District manages its credit risk through credit approval processes and highly diversified nature of the residents of the Regional District. The Regional District measures its exposure to credit risk based on how long the amounts have been outstanding, and historical experience regarding collections. Accounts receivable arise primarily as a result of utilities, and grants receivable, see Note 3. Based on this knowledge, credit risk of cash and accounts receivable are assessed as low.

The Regional District manages exposure to credit risk for portfolio investments by ensuring adequate diversification and by maintaining its investments in the Municipal of Finance Authority which meets the investment requirements of Section 183 of the Community Charter of the Province of BC. As a result, the Regional District has reduced exposure to market or value risk.

#### Liquidity risk

Liquidity risk is the risk that the Regional District will encounter difficulty in meeting obligations associated with financial liabilities. The Regional District is exposed to liquidity risk through its accounts payable and accrued liabilities, long-term debt, and portfolio investments.

The Regional District manages this risk by maintaining a balance of short-term or highly liquid investments, holding a credit facility with its primary banking institution, staggering maturity dates of investment portfolio for cash flow needs, increasing tax rates per bylaw to increase cash, and monitoring cash activities and expected outflows through budgeting and maintaining investments that may be converted to cash in the near term if unexpected cash flows arise. Also to help manage the risk, the Regional District has in place a planning, budgeting and forecasting process to help determine the funds required to support the normal operating requirements. The Regional District's five-year financial plan is approved by the Board of Directors, which includes operational activities and capital investments. The Regional District measures its exposure to liquidity risk based on the results of cash forecasting and expected outflows, and extensive budgeting.

---

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

December 31, 2025

---

### 20. Financial Instruments (continued)

#### Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Regional District is exposed to interest rate risk through its cash and cash equivalents, long-term debt and the value of portfolio investments.

The Regional District manages interest rate risk on its long-term debt by holding all debt through MFA at a fixed rate, with refinancing typically being completed at the ten or fifteen year mark. Therefore, fluctuations in market interest rates will impact the fair value of the debt but will not impact future cash flows and operations relating to long-term debt. See Note 10 for interest rates and maturity dates for long-term debt.

Investments in MFA pooled investment funds are subject to fair value risk (see Note 2). The risk is caused by changes in interest rates. As interest rates rise, the fair value of the MFA pooled investment funds notes decrease and, as interest rates fall, the fair value of these investments increase.

To mitigate interest rate risk and market risk on its portfolio investments, the Regional District holds its MFA long term pooled investment funds for 10 years or longer.

---

### 21. Subsequent Events

#### Skaha Estates Improvement District

On January 1, 2026, the Skaha Estates Improvement District was dissolved and ownership transferred to the Regional District of Okanagan-Similkameen. The Regional District passed a bylaw approving to borrow up to \$15,500,000 to upgrade the Skaha Estates Improvement District water system for safety and quality.

#### Sale of 101 Main Street

Just prior to year end, the Board approved the sale of the Regional District's headquarters building located at 101 Martin Street, Penticton. The decision was not publicly communicated until after the financial statement date, at which time the property was listed for sale at a list price of approximately \$4.5 million. The net book value of the land and building as at year end was approximately \$1.5 million.

The Regional District has acquired a replacement property, which is expected to be financed through the issuance of long-term debt. Proceeds from the sale of the headquarters building are expected to be used to reduce that debt. As the sale was not publicly communicated and the property was not available for sale as at the reporting date, no adjustment has been made to the financial statements.

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

**December 31, 2025**

**22. Statement of Expenses by Object**

	2025	2024
Accretion	\$ 506,842	\$ 651,971
Administration	65,221	73,489
Advertising and promotion	78,581	36,769
Agreements	896,038	735,018
Amortization	4,627,358	4,299,145
Bank charges	71,756	59,395
Bylaw	4,673	5,320
Community works expenses	1,067	99,517
Contract services	8,688,259	7,565,848
Development charges	13,730	13,948
Education and training	406,020	447,402
Environmental	184,143	191,013
Grants	2,212,377	1,780,668
Insurance	644,627	556,291
Interest on long-term debt	977,424	839,275
Information systems	71,791	5,750
Lease payments	203,235	198,060
Materials, supplies and services	1,208,316	1,195,195
Office	797,975	526,661
Professional and legal fees	201,091	214,758
Program	250,418	270,267
Rental of facilities and equipment	124,495	123,647
Repairs and maintenance	7,492,137	8,409,041
Salaries and benefits	17,378,248	15,576,549
Telephone	1,200,595	1,068,883
Travel and meetings	557,607	513,915
Vehicle	119,217	117,886
<b>Total expenses for the year</b>	<b>\$48,983,241</b>	<b>\$ 45,575,681</b>

Final Draft for Management Approval

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

**23. Segmented Operations**

**2025**

	General Government	Protective Services	Transportation Services	Development Services	Parks Recreation and Culture	Environmental Services	Bylaw Enforcement	Water Services	Sewer Services	Economic Development	Total
<b>Revenue</b>											
Property taxes and grant in lieu	\$5,506,715	\$ 6,283,612	\$ 958,480	\$ 1,961,815	\$ 7,398,739	\$ 1,837,959	\$ 408,873	\$ 465,126	\$ 13,652	\$ 268,144	\$25,103,115
Sales of goods and services	20,027	2,360	117,003	810,854	964,692	9,132,893	26,432	3,964,018	1,554,739	-	16,593,018
Government transfers	2,186,928	1,926,139	85,532	-	386,631	338,716	-	923,784	134,306	19,488	6,001,524
Interest and investment income	532,650	371,303	7,643	105,399	309,896	864,745	18,509	416,982	185,519	10,694	2,823,340
Donations	-	160,223	-	-	81,194	-	-	-	-	-	241,417
Rental	-	-	-	-	276,897	-	-	-	-	-	276,897
Other contracts and miscellaneous	757,784	710,493	59,900	160,838	360,459	504,255	-	350,030	187,162	-	3,090,921
Restructuring transaction	-	-	-	-	-	-	-	4,507,875	2,010,998	-	6,518,873
	<b>9,004,104</b>	<b>9,454,130</b>	<b>1,228,558</b>	<b>3,038,906</b>	<b>9,778,508</b>	<b>12,678,568</b>	<b>453,814</b>	<b>10,627,815</b>	<b>4,086,376</b>	<b>298,326</b>	<b>60,649,105</b>
<b>Expenses</b>											
Administrative	-	-	-	-	62,000	-	-	3,221	-	-	65,221
Amortization	360,998	856,535	-	1,902	1,072,894	464,891	-	1,096,297	773,841	-	4,627,358
Grants	715,631	1,027,700	-	-	18,400	396,499	-	-	-	54,147	2,212,377
Lease payments	-	-	-	-	10,286	192,949	-	-	-	-	203,235
Materials, supplies, utilities	2,303,628	1,030,562	44	266,881	1,144,110	1,143,449	18,135	882,886	476,899	100,316	7,366,910
Operations and maintenance	849,908	2,805,873	899,075	174,947	4,012,669	5,975,367	174,241	1,260,841	448,301	21,828	16,623,050
Accretion	42,857	-	-	-	-	463,985	-	-	-	-	506,842
Salaries and benefits	5,133,940	2,336,368	66,301	2,268,142	2,388,500	2,145,272	377,798	1,935,130	579,516	147,281	17,378,248
	<b>9,406,962</b>	<b>8,057,038</b>	<b>965,420</b>	<b>2,711,872</b>	<b>8,708,859</b>	<b>10,782,412</b>	<b>570,174</b>	<b>5,178,375</b>	<b>2,278,557</b>	<b>323,572</b>	<b>48,983,241</b>
<b>Excess (deficiency) of revenue over expenses for the year</b>	<b>\$ (402,858)</b>	<b>\$ 1,397,092</b>	<b>\$ 263,138</b>	<b>\$ 327,034</b>	<b>\$ 1,069,649</b>	<b>\$ 1,896,156</b>	<b>\$ (116,360)</b>	<b>\$ 5,449,440</b>	<b>\$ 1,807,819</b>	<b>\$ (25,246)</b>	<b>\$11,665,864</b>

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

**23. Segmented Operations (continued)**

2024

	General Government	Protective Services	Transportation Services	Development Services	Parks Recreation and Culture	Environmental Services	Bylaw Enforcement	Water Services	Sewer Services	Economic Development	Total
<b>Revenue</b>											
Property taxes and grant in lieu	\$ 4,976,683	\$ 5,930,662	\$ 635,216	\$ 1,922,233	\$ 7,053,458	\$ 1,698,302	\$ 398,327	\$ 478,042	\$ 15,600	\$ 313,007	\$ 23,421,530
Sales of goods and services	19,449	7,732	128,628	721,278	731,697	8,883,389	45,135	3,730,447	1,378,941	-	15,646,696
Government transfers	2,805,969	1,021,284	26,562	232,650	2,478,975	985,229	-	178,496	119,665	18,750	7,867,580
Interest and investment income	708,549	431,590	6,994	130,487	230,774	1,096,981	23,256	399,465	112,799	14,508	3,155,403
Donations	-	23,989	-	-	365,946	-	-	-	-	-	389,935
Rental	-	-	-	-	242,362	-	-	3,100	-	-	245,462
Other contracts and miscellaneous	3,759,485	1,326,430	49,185	167,305	567,185	185,186	-	316,253	258,357	4,673	6,634,059
	<u>12,270,135</u>	<u>8,741,687</u>	<u>846,585</u>	<u>3,173,953</u>	<u>11,670,397</u>	<u>12,849,087</u>	<u>466,718</u>	<u>5,105,803</u>	<u>1,885,362</u>	<u>350,938</u>	<u>57,360,665</u>
<b>Expenses</b>											
Administrative	-	-	-	-	62,000	-	-	11,489	-	-	73,489
Amortization	477,028	762,630	-	3,793	1,074,888	328,063	-	1,652,743	-	-	4,299,145
Grants	427,334	1,091,714	-	-	18,400	186,891	-	-	-	56,329	1,780,668
Lease payments	-	-	-	-	10,001	188,059	-	-	-	-	198,060
Materials, supplies, utilities	1,862,804	960,440	92	247,438	1,029,036	1,092,672	13,375	750,839	405,750	112,459	6,474,905
Operations and maintenance	798,261	2,909,588	864,889	140,945	4,360,799	5,584,508	169,365	1,250,393	431,352	10,794	16,520,894
Accretion	77,590	-	-	-	-	574,381	-	-	-	-	651,971
Salaries and benefits	4,888,999	2,180,032	28,541	2,026,992	2,122,055	1,847,993	346,918	1,602,151	434,542	98,326	15,576,549
	<u>8,532,016</u>	<u>7,904,404</u>	<u>893,522</u>	<u>2,419,168</u>	<u>8,677,179</u>	<u>9,802,567</u>	<u>529,658</u>	<u>5,267,615</u>	<u>1,271,644</u>	<u>277,908</u>	<u>45,575,681</u>
Excess (deficiency) of revenue over expenses for the year	\$ 3,738,119	\$ 837,283	\$ (46,937)	\$ 754,785	\$ 2,993,218	\$ 3,046,520	\$ (62,940)	\$ (161,812)	\$ 613,718	\$ 73,030	\$ 11,784,984

---

**Regional District of Okanagan-Similkameen**  
**Schedule 1 - Growing Communities Grant**  
(Unaudited)

**December 31, 2025**

---

	<u>2025</u>
Opening balance	\$ 4,138,029
Interest allocation	74,722
Spent during the year	<u>(963,148)</u>
Ending balance	<u>\$ 3,249,603</u>

Final Draft for Management Approval

---

**Regional District of Okanagan-Similkameen**  
**Schedule 2 - Local Government Housing Initiatives Grant**  
(Unaudited)

**December 31, 2025**

---

	<u>2025</u>
Opening balance	\$ 226,067
Spent during the year	<u>(9,400)</u>
Ending balance	<u>\$ 216,667</u>

Final Draft for Management Approval



**TO:** Board of Directors  
**FROM:** J. Zaffino, Chief Administrative Officer  
**DATE:** May 7, 2026  
**RE:** Development Variance Permit Application — Electoral Area “F” (F2026.005-DVP)

---

**Administrative Recommendation:**

**THAT Development Variance Permit No. F2026.005-DVP, to allow for the construction of an accessory building at 1805 Sparton Drive, be denied.**

---

**Alternative:**

1. THAT Development Variance Permit No. F2026.005-DVP, to allow for the construction of an accessory building at 1805 Sparton Drive, be approved.
- 

Legal: Lot 149, Plan KAP8166, District Lot 5076, ODYD Folio: F-07446.000

OCP: Small Holdings (SH) Zone: Small Holdings West Bench (SH5)

Variance Request: to increase the maximum height for an accessory building from 4.5 metres to 6.72 metres.

---

**Purpose:**

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

Specifically, it is being proposed to increase the maximum height for an accessory building or structure in the Small Holdings West Bench Zone from 4.5 metres to 6.72 metres.

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

- *I am limited to the locations on my property that I can build an accessory building.*
- *The geotechnical engineer was confident that the location was suitable, and the bearing capacity could be met.*
- *I was looking at a two-story building so that it could house my trailers in the basement to keep the property tidy, and the top floor could be used as my workshop. We also investigated and rejected a single story structure.*
- *Our proposed East bank of the depression location provides ... several advantages.*

**Strategic Priorities:** Operational

---

---

## **Background & Analysis:**

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on March 14, 1957, while BC Assessment has classified the property as “Residential” (Class 01).

Available Regional District records indicate that building permits have not previously been issued for this property.

Under the Electoral Area “F” Official Community Plan (OCP) Bylaw No. 2790, 2018, the subject property is currently designated Small Holdings (SH) and is the subject of no Development Permit Area designations.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Small Holdings West Bench (SH5) which permits accessory building or structure, subject to Section 7.1, and Section 15.5.6(b) limits accessory buildings or structures to a maximum height of 4.5 metres.

### Accessory Building Heights – West Bench:

In 2018, resident concerns about the number of over-sized garages and workshops being constructed in West Bench prompted a review of accessory building height regulations and accordingly, accessory building heights were restricted to the 4.5 metres currently found in the zoning bylaw.

More recently (2024), a variance request related to an accessory structure in the West Bench with a proposed height of 5.74 metres is understood by Administration to have prompted the inclusion of an “Small Holdings West Bench (SH5) Zone Review (“accessory structures”)” as a project on the Board’s 2025 Strategic Plan.

While this project was subsequently removed from the Strategic Plan in 2026, it is understood that the intent of this project was to review and update the policy direction contained within the Electoral Area “F” in relation to the build form of accessory structures in the West Bench (e.g. maximum height) with possible supporting amendments to the zoning bylaw.

### **Analysis:**

In considering this proposal, Administration notes that regulating the height of accessory structures through a zoning bylaw is done to ensure that a building remains secondary or incidental in use and form, and a lower height allowance reinforces the visual and functional hierarchy, allowing a principal building to remain dominant on a parcel.

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

Finally, in residential zones a large accessory structure *may* be associated with an unpermitted use (e.g. accessory dwelling or home industry), and zoning regulations limiting size can discourage such conversions by making upper floors or lower roof clearances less feasible for such uses.

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

---

In this instance, it is Administration's understanding that a principal concern regarding accessory structures in the West Bench community over the past decade has been a perceived incremental encroachment of commercial and industrial uses relocating from within the City of Penticton (or elsewhere) to, what is a rural-residential community and the resultant loss of neighbourhood character.

For these reasons, Administration considers the height limitation for accessory buildings to be an important tool in maintaining the intended scale of development and protecting the established residential character of the West Bench community.

Permitting an over-height accessory structure may inadvertently facilitate uses that are more characteristic of commercial or industrial operations, as larger buildings can provide the scale and functionality needed to accommodate equipment storage, workshops, or other business-related activities.

While the applicant may not have an intention of use the structure in this way, the average life-span of the proposed structure may be in the range of 40-60 years and could appeal to future owners seeking to conduct non-residential uses from the property.

Administration also notes that approval of a variances to increase the permitted height of an accessory structure may create expectations within the community that similar requests will be supported in future. While each application must be evaluated on its own merits, repeated approvals of variances from established regulations can, over time, erode the effectiveness of the bylaw and contribute to incremental changes in the scale and form of accessory structures.

Where an accessory building approaches or exceed the scale of the principal dwelling, the distinction between primary and secondary structures can become less apparent and this can alter the visual hierarchy of development on a parcel and contribute to a built form that is not consistent with the typical pattern of residential development within the surrounding West Bench area.

Finally, other options are seen to be available to the applicant such as reducing the height and size of the structure to comply with the zoning regulation (e.g. by constructing two separate smaller structures on the property).

Alternative:

Conversely, Administration recognises that the property is subjected to some minor topographical constraints due to a slope at the southwest corner of property. The presence of a septic field at the southeast of the lot also limits the ability to construct in that location and to create a single story structure.

There are a limited number of properties in the area that may have garages larger than 4.5 meters in height, however it is noted that this was done before the recent changes to the zoning bylaw and no longer reflect the Board's current position on accessory structure heights in the West Bench.

Summary:

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

**Financial Implications:**

Financial implications have been considered and none were found.

---

**Communication Strategy:**

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

**Site Context:**

The subject property is approximately 6,690 m<sup>2</sup> in area and is situated on the east side of Sparton Drive, approximately 500 metres west from the boundary with City of Penticton. The property is understood to contain one (1) singled detached dwelling.

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

**Public Process:**

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted, in accordance with Section 2.10 of Schedule ‘4’ of the Regional District’s Development Procedures Bylaw No. 2500, 2011, until 4:30 p.m. on March 12, 2026. All comments received are included as a separate item on the Board’s Agenda.

At its meeting of April 13, 2026, the Electoral Area “F” Advisory Planning Commission (APC) resolved to recommend to the RDOS Board that the subject application be denied.

Will a PowerPoint presentation be presented at the meeting?      No

**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 – Aerial Photo  
                    No. 2 – Aerial Photo (2017)

Attachment No. 1 – Aerial Photo

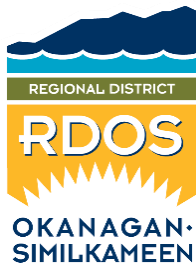


Attachment No. 2 – Aerial Photo (2017)



Proposed Location of  
Accessory Structure  
(RED DASHED LINE – APPROX.)

Subject Property  
(YELLOW DASHED LINE – APPROX.)



# Development Variance Permit

FILE NO.: F2026.005-DVP

Owner:

Agent:

## GENERAL CONDITIONS

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

## APPLICABILITY

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

Legal Description: Lot 149, Plan KAP8166, District Lot 5076, ODYD

Civic Address: 1805 Spartan Drive

Parcel Identifier (PID): 009-876-596 Folio: F-07446.000

## CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Okanagan Valley Zoning Bylaw No. 2800, in the Regional District of Okanagan-Similkameen:
  - a) the maximum height for an accessory building in the Small Holdings West Bench (SH5) Zone, as prescribed in Section 15.5.6(b), is varied:

- i) from: 4.5 metres  
to: 6.72 metres to the outermost projection as shown on Schedule 'B'.

**COVENANT REQUIREMENTS**

- 7. Not Applicable

**SECURITY REQUIREMENTS**

- 8. Not applicable

**EXPIRY OF PERMIT**

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

Authorising resolution passed by the Regional Board on \_\_\_\_\_, 2026.

\_\_\_\_\_  
J. Zaffino, Chief Administrative Officer

# Regional District of Okanagan-Similkameen

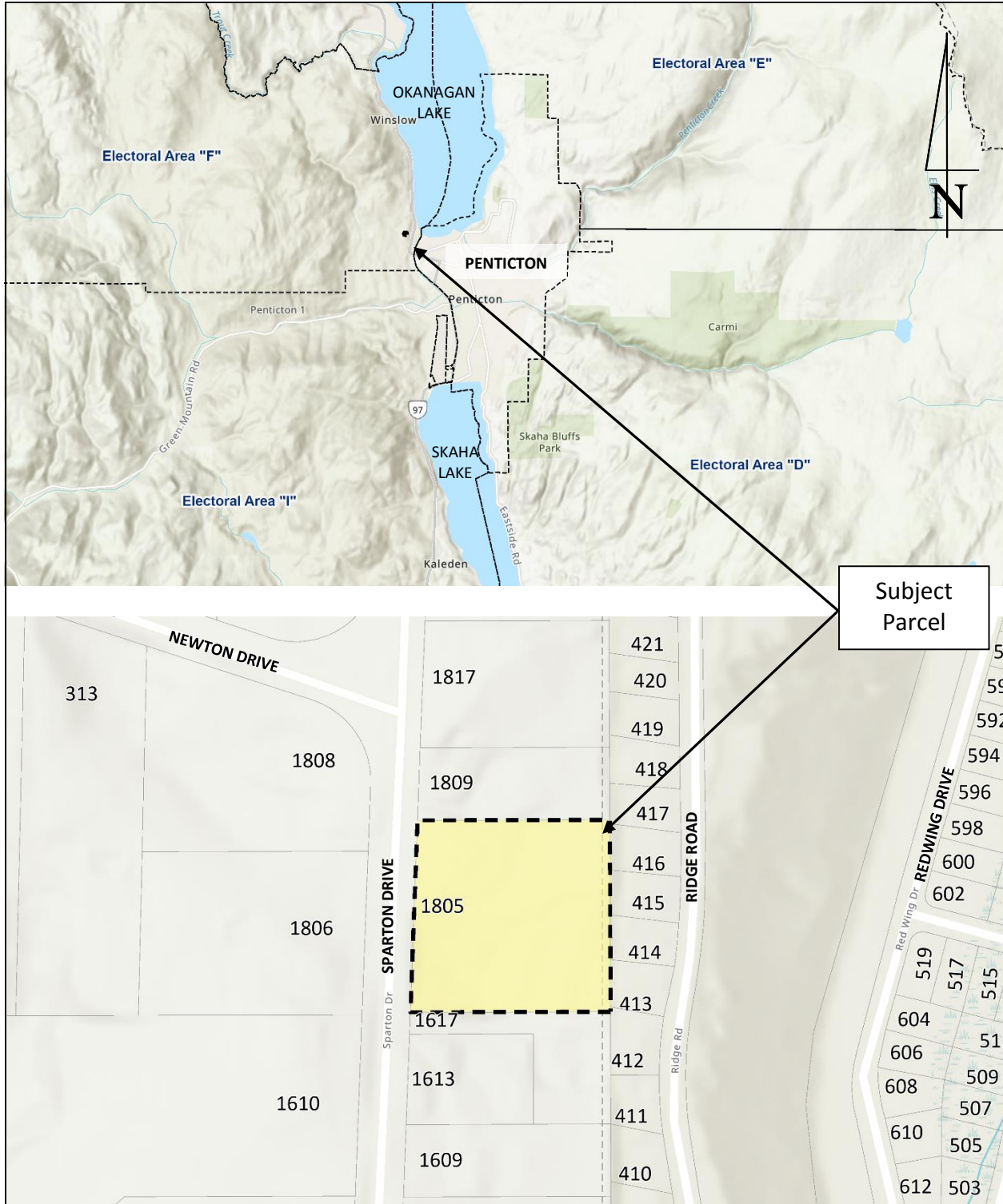
101 Martin St, Penticton, BC, V2A-5J9  
Tel: 250-492-0237 Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)



Development Variance Permit

File No. F2026.005-DVP

## Schedule 'A'



# Regional District of Okanagan-Similkameen

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

Telephone: 250-492-0237 Email: [info@rdos.bc.ca](mailto:info@rdos.bc.ca)



Development Variance Permit

File No. F2026.005-DVP

## Schedule 'B'



Development Variance Permit No. F2026.005-DVP

Page 4 of 6

# Regional District of Okanagan-Similkameen

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

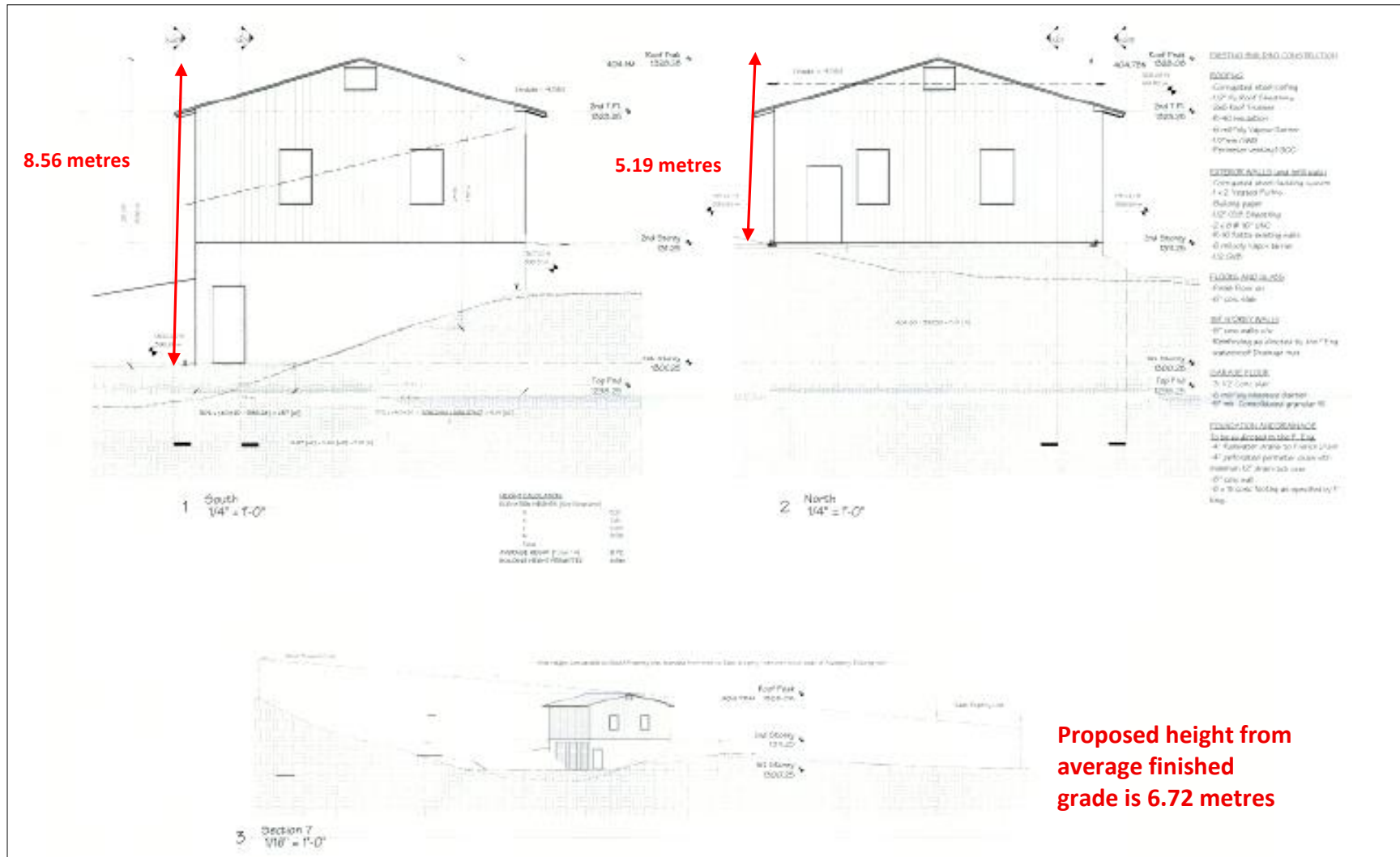
Telephone: 250-492-0237 Email: [info@rdos.bc.ca](mailto:info@rdos.bc.ca)



Development Variance Permit

File No. F2026.005-DVP

## Schedule 'C'



Development Variance Permit No. F2026.005-DVP

Page 5 of 6



## ADMINISTRATIVE REPORT



**TO:** Board of Directors  
**FROM:** J. Zaffino, Chief Administrative Officer  
**DATE:** May 7, 2026  
**RE:** Short-Term Rental Permit Application – Electoral Area “E” (E2026.007-STR)

---

### Administrative Recommendation:

**THAT Short-Term Rental Permit No. E2026.007-STR, to allow a short-term rental accommodation use at 6851 Indian Rock Road, Naramata, be approved.**

---

### Alternatives:

1. THAT Short-Term Rental Permit No. E2026.007-STR, to allow a short-term rental accommodation use at 6851 Indian Rock Road, Naramata, be denied.
- 

Legal: Lot 8, Plan KAP13417, District Lot 212 & 391, SDYD Folio: E-02329.040

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

---

### Purpose:

This application is seeking to authorize the operation of a “short-term rental accommodation” use on the subject property through the issuance of a Short-Term Rental (STR) Permit.

Specifically, the proposal is to allow the use of five (5) bedrooms for a maximum ten (10) paying guests in a single detached dwelling for a short-term rental accommodation use.

In support of this proposal, the applicant has stated, amongst other things, that “we would be honored to continue welcoming new families to experience all that the Okanagan community has to offer, while supporting our local businesses, shops, and wineries together.”

**Strategic Priorities:** Operational

### Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on August 7, 1968, while BC Assessment has classified the property as “Residential” (Class 01).

Available Regional District records indicate that building permits have previously been issued for a single detached dwelling (2022) and alterations to a secondary suite/ basement (2023).

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

---

File No: E2026.007-STR

---

Section 6.7.15 of Electoral Area “E” OCP Bylaw supports the use of a residential dwelling unit for a short-term rental accommodation (STR) use where permitted by an STR Permit issued under Section 493 of the *Local Government Act*, where:

- The use is occurring within the principal residence, or an accessory dwelling or secondary suite on the same parcel as the principal residence of the property owner and/or tenant;
- Maximum 1 STR per parcel (except in the Medium Density Residential and Naramata Village Centre zones);
- Maximum occupancy of two (2) persons per bedroom;
- Minimum of one (1) parking space per bedroom; and
- The dwelling unit meets minimum health and safety requirements under the BC Building Code.

Section 22.4.1 of the Bylaw contains the following assessment criteria for STR Permit applications:

- Provision of adequate off-street parking;
- Confirmation from a qualified person that the building meets minimum health and safety standards;
- Normal occupancy of the dwelling unit and the proposed duration of use;
- Confirmation that the dwelling unit is the owner’s principal residence.

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential Three (RS3) which lists “short-term rental accommodation” as a permitted accessory use only if the operator is present and residing in the same dwelling unit as a patron during the patron’s stay.

A Temporary Use Permit was previously issued for the subject property in 2024 authorizing a “vacation rental” use in the single detached dwelling and expired on December 31, 2025.

The Regional District’s STR Permit is designated under Section 492 (temporary use permit authority) of the *Local Government Act*. Under Section 497 of the *Act*, a permit designated under Section 492 of the *Act* may be issued for a maximum period of three (3) years. The Regional District has received a concurrent business licence application for the short-term rental accommodation business.

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

**Analysis:**

In considering this proposal, Administration notes that the Electoral Area “E” OCP includes policies speaking to only supporting a short-term rental accommodation use in a principal residence, or in a secondary suite or accessory dwelling on the same property as a principal residence.

In this instance, the STR is proposed in a single detached dwelling and the property owner has indicated that they reside on site in the secondary suite while the STR use will occur in the remainder of the single detached dwelling.

Moreover, the proposed STR use generally complies with criteria listed under Sections 6.7.15 and 22.4.1 of the Electoral Area “E” OCP, including:

- the applicant has indicated that the STR will be on the same property as a principal residence;

- 
- one (1) STR is being proposed on the parcel;
  - a maximum occupancy of ten (10) guests is being proposed within 5 (five) bedrooms;
  - the applicant has indicated at five (5) off-street vehicle parking spaces will be provided; and,
  - confirmation from a qualified person has been provided confirming minimum health and safety requirements under the BC Building Code, and that any deficiencies will be addressed prior to issuance of a business licence.

For these reasons, the use of the single detached dwelling for short-term rental accommodation is supported by the policies in the Electoral Area “E” OCP.

#### Alternative

Conversely, Administration recognizes that Section 3.23 of the Chief Administrative Officer (CAO) Delegation Bylaw No. 3033, 2023 sets out specified criteria wherein an STR Permit may be issued under delegation, and where a proposal exceeds or is unable to meet those criteria, the application must be considered by the Board. In the latter scenario, the Board would have the ability to review each application on a case-by-case basis and exercise its discretion as to whether to approve the application.

In this case, the subject application was found to be inconsistent with the relevant criteria under the CAO Delegation Bylaw and therefore must be considered by the Board.

Specifically, the application proposes a maximum occupancy of ten (10) patrons utilizing five (5) bedrooms, which exceeds the criterion under the CAO Delegation Bylaw stipulating a maximum occupancy of eight (8) patrons, with an aggregate occupancy of two (2) patrons per bedroom. Additionally, while delegation is partly premised on no opposing representations having been received, the Regional District has received three (3) representations opposing the requested permit.

Despite this, as highlighted in the comments above, the proposal is seen to be consistent with the STR policies under the Electoral Area “E” OCP Bylaw.

#### Summary

In summary, the proposed short-term rental use is consistent with the relevant policies of the Electoral Area “E” OCP and for this reason Administration is recommending that the permit be approved.

#### **Financial Implications:**

Financial implications have been considered and none were found.

#### **Communication Strategy:**

The proposed Short-Term Rental (STR) Permit 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.

#### **Site Context:**

---

The subject property is approximately 1,599 m<sup>2</sup> in area and is situated on the south side of Indian Rock Road, approximately 6.3 km north of the Naramata Village Centre. It is understood that the parcel is comprised of a single detached dwelling with a secondary suite.

The surrounding pattern of development is generally characterised by similarly sized residential parcels that have been development with single detached dwellings, with the exception of the parcel north of Indian Rock Road which has been developed for rural residential and agricultural purposes.

**Public Process:**

In accordance with Sections 3.5 and 3.16 of Schedule 5 (Application for a Temporary Use Permit) of the Regional District’s Development Procedures Bylaw No. 2500, 2011, adjacent residents and property owners were notified of this STR Permit application on March 12, 2026, and provided 15 working days to submit comments electronically or in-person to the Regional District.

As of April 7, 2026, being 15 working days from the date of notification, approximately three (3) representations have been received electronically or by submission at the Regional District office.

All comments received are included as a separate item on the Board’s Agenda.

Will a PowerPoint presentation be presented at the meeting?      No

**Respectfully submitted:**

Jerritt Cloney  
J. Cloney  
Planner I

**Endorsed By:**

  
S. Duong  
Acting Senior Manager of  
Planning

**Endorsed By:**

Allen Fillion  
A. Fillion  
Managing Director, Dev. &  
Infrastructure

Attachments: No. 1 – Satellite Imagery (2025)  
No. 2 – Aerial Photo

Attachment No. 1 – Satellite Imagery (2025)



Attachment No. 2 – Aerial Photo





# Feedback Form

Regional District of Okanagan-Similkameen

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

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan-Similkameen FILE NO.: E2026.007-STR

FROM: Name: Colleen Morton  
(please print)

Street Address: 

RE: Temporary Use Permit (TUP) Renewal – “Short-Term Rental” Use  
6851 Indian Rock Road

My comments / concerns are:

- I do support the proposed use at 6851 Indian Rock Road
- I do not support the proposed use at 6851 Indian Rock Road.

Please provide any comments you wish the Board to consider:

*Being a full time resident, this home is very rarely occupied by the owners. Perhaps 3-4 short visits and short stays over the year. It is quite clear that this is not a permanent occupancy or, primary residence. It is a short term vacation property ONLY. If/when home is not rented it sits vacant. No garbage, often when rented cars have parked on both sides of Road (Indian Rock Rd.) NOT on the said property.*

*I do not support under the rules that you must live in the primary residence in order to qualify to have this TUP permit.*

Feedback Forms must be submitted to the RDOS office by **April 7, 2026**.

All representations, including names, will be made public if and when they are included in the Board Agenda.

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



# Feedback Form

Regional District of Okanagan-Similkameen

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

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan-Similkameen FILE NO.: E2026.007-STR

FROM: Name: GRAHAM MORTON  
(please print)

Street Address: [REDACTED]

RE: Temporary Use Permit (TUP) Renewal – “Short-Term Rental” Use  
6851 Indian Rock Road

My comments / concerns are:

- I do support the proposed use at 6851 Indian Rock Road
- I do not support the proposed use at 6851 Indian Rock Road.

Please provide any comments you wish the Board to consider:

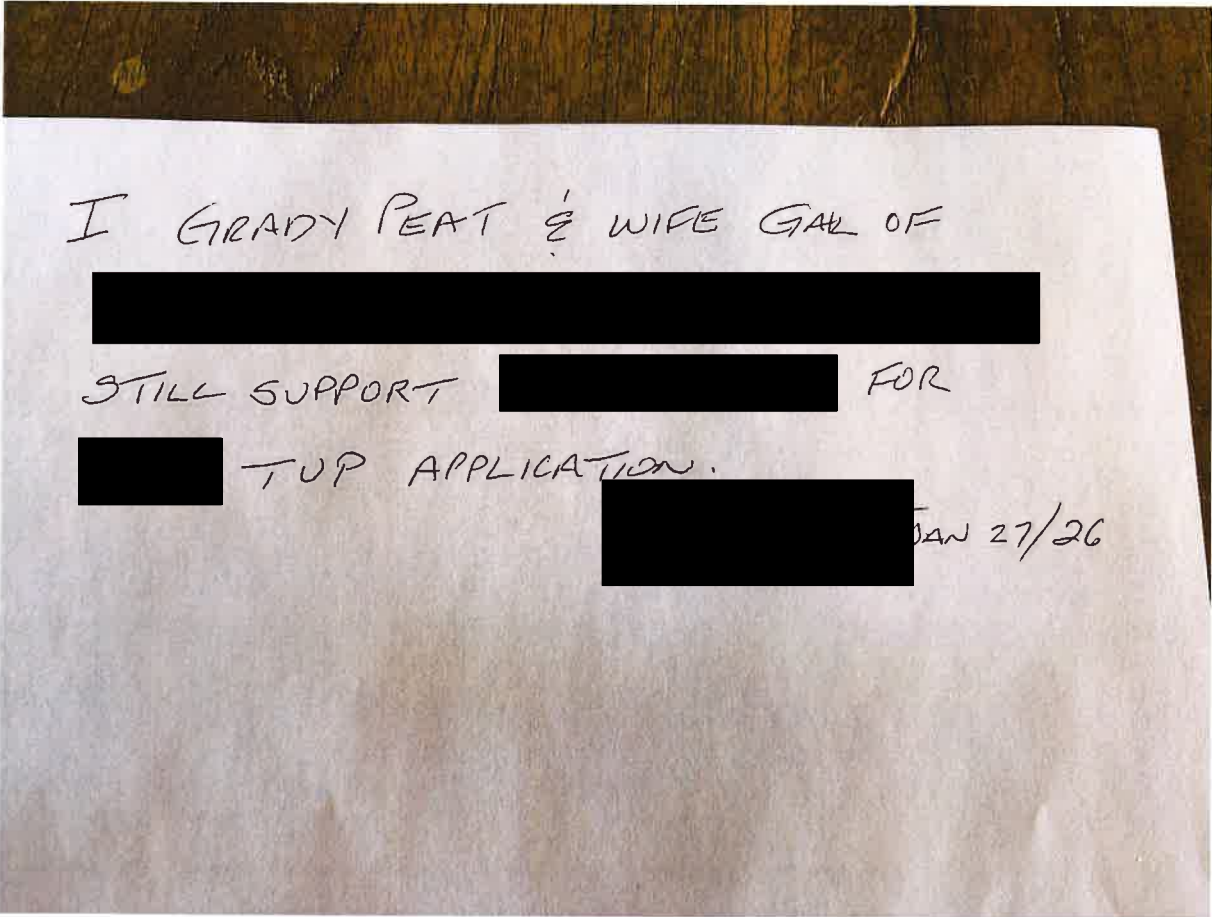
THE PROPERTY IS NOT A PRIMARY RESIDENCE  
 IT IS NOT OCCUPIED OTHER THAN RENTAL IN  
 THE SUMMER. NO VEHICLES, NO ACTIVITY, GARBAGE  
 CANS NEVER PUT OUT. IT IS VERY CLEAN TO  
 ALL NEIGHBOURS THAT NOBODY IS LIVING  
 THERE. PARKING IS ALSO INADEQUATE, WIDTH  
 SHOWS 5' WIDTH WHEN MOST VEHICLES ARE  
 6' OR MORE. THIS RESULTS IN VEHICLES  
 PARKED ON ROADWAY OR IN FRONT OF  
 NEIGHBOURS PROPERTIES

Feedback Forms must be submitted to the RDOS office by **April 7, 2026**.

All representations, including names, will be made public if and when they are included in the Board Agenda.

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





**From:** "yvonnefox [REDACTED]"  
**Date:** January 21, 2026 at 8:49:09 AM PST  
**To:** [REDACTED]  
**Subject:** TUP renewal

I support the renewal of the temporary use permit at 6851 Indian Rock Road  
 Yvonne Fox



# SHORT-TERM RENTAL PERMIT

---

FILE NO.: E2026.007-STR

Owner:

## GENERAL CONDITIONS

1. This Short-Term Rental 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 Short-Term Rental Permit is not a Building Permit.

## APPLICABILITY

5. This Short-Term Rental 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', 'B' and 'C' and described below:

Legal Description: Lot 8, Plan KAP13417, District Lot 212 391, SDYD

Civic Address: 6851 Indian Rock Road, Naramata

Parcel Identifier (PID): 009-204-491 Folio: E-02329.040

## SHORT-TERM RENTAL 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 "short-term rental accommodation" use as defined in the Okanagan Valley Zoning Bylaw, being the renting of a dwelling unit by its owner to members of the public for temporary accommodation for a period of less than 30 consecutive days for each patron, and may include the provision of meals for those persons using the sleeping accommodations.

## CONDITIONS OF SHORT-TERM RENTAL USE

7. The short-term rental accommodation use of the land is subject to the following conditions:
- a) the short-term rental accommodation use shall occur only between May 1<sup>st</sup> and October 31<sup>st</sup>;
  - b) the following information must be posted within the dwelling unit while the short-term rental accommodation use is occurring:
    - i) the location of property lines by way of a map;
    - ii) a copy of the Regional District's Noise Control 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 five (5);
  - d) the number of paying guests that may be accommodated at any time shall not exceed 10 (ten);
  - e) a minimum of five (5) 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 short-term rental occupancy are not permitted;
  - 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 Short-Term Rental 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;
  - h) the short-term rental accommodation use shall be restricted to the single detached dwelling as shown at Schedule 'C'; and
  - i) the short-term rental accommodation use shall be located on the same property as a principal residence as defined by the *Short-Term Rental Accommodations Act*.

## COVENANT REQUIREMENTS

8. Not applicable.

**SECURITY REQUIREMENTS**

9. Not applicable.

**EXPIRY OF PERMIT**

10. This Permit shall expire on May 7, 2029.

Authorising resolution passed by the Regional Board on \_\_\_\_\_, 2026.

---

J. Zaffino, Chief Administrative Officer

# Regional District of Okanagan-Similkameen

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

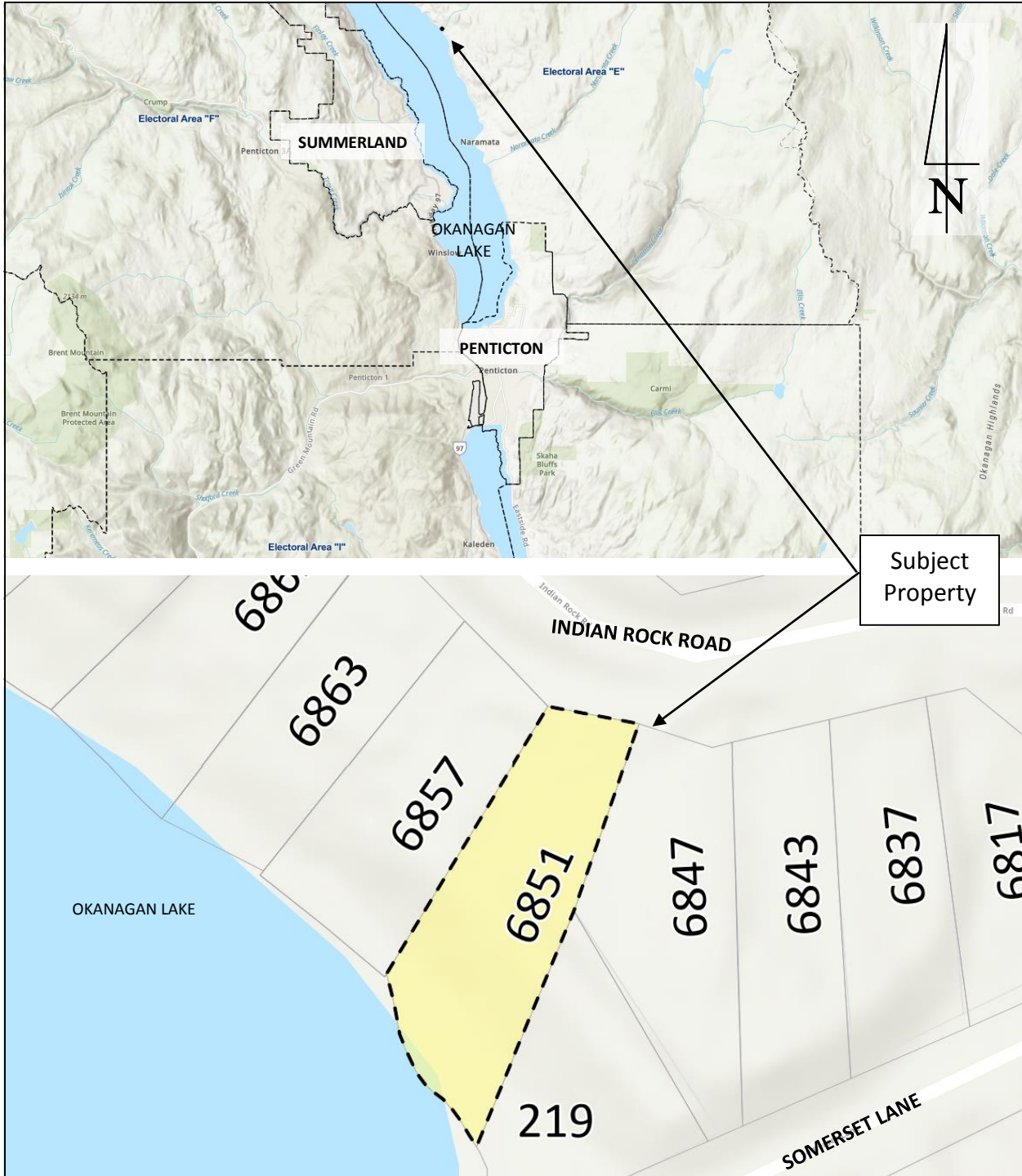
Telephone: 250-492-0237 Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)



Short-Term Rental Permit

File No. E2026.007-STR

Schedule 'A'



# Regional District of Okanagan-Similkameen

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

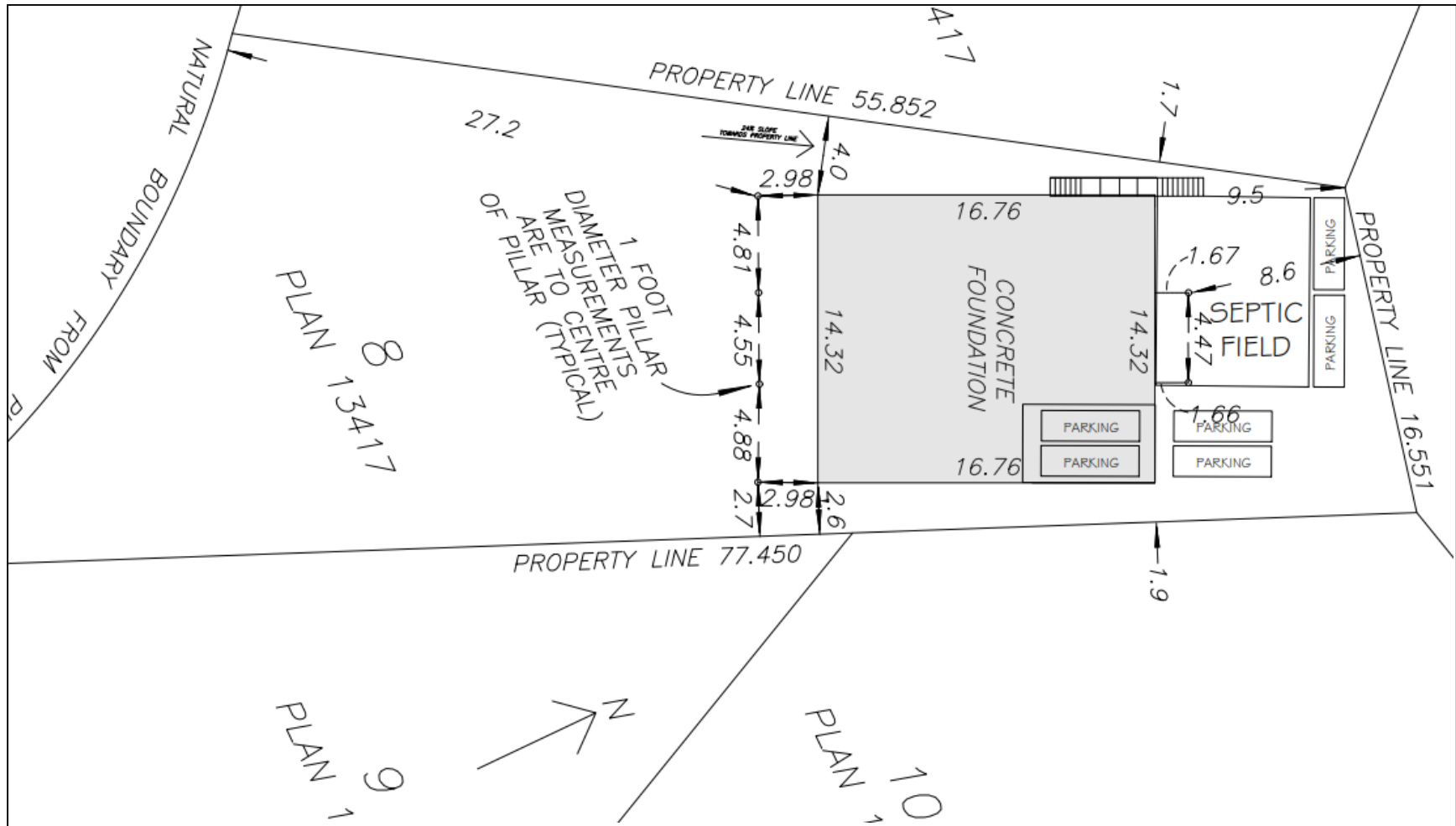
Telephone: 250-492-0237 Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)



Short-Term Rental Permit

File No. E2026.007-STR

Schedule 'B'



# Regional District of Okanagan-Similkameen

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

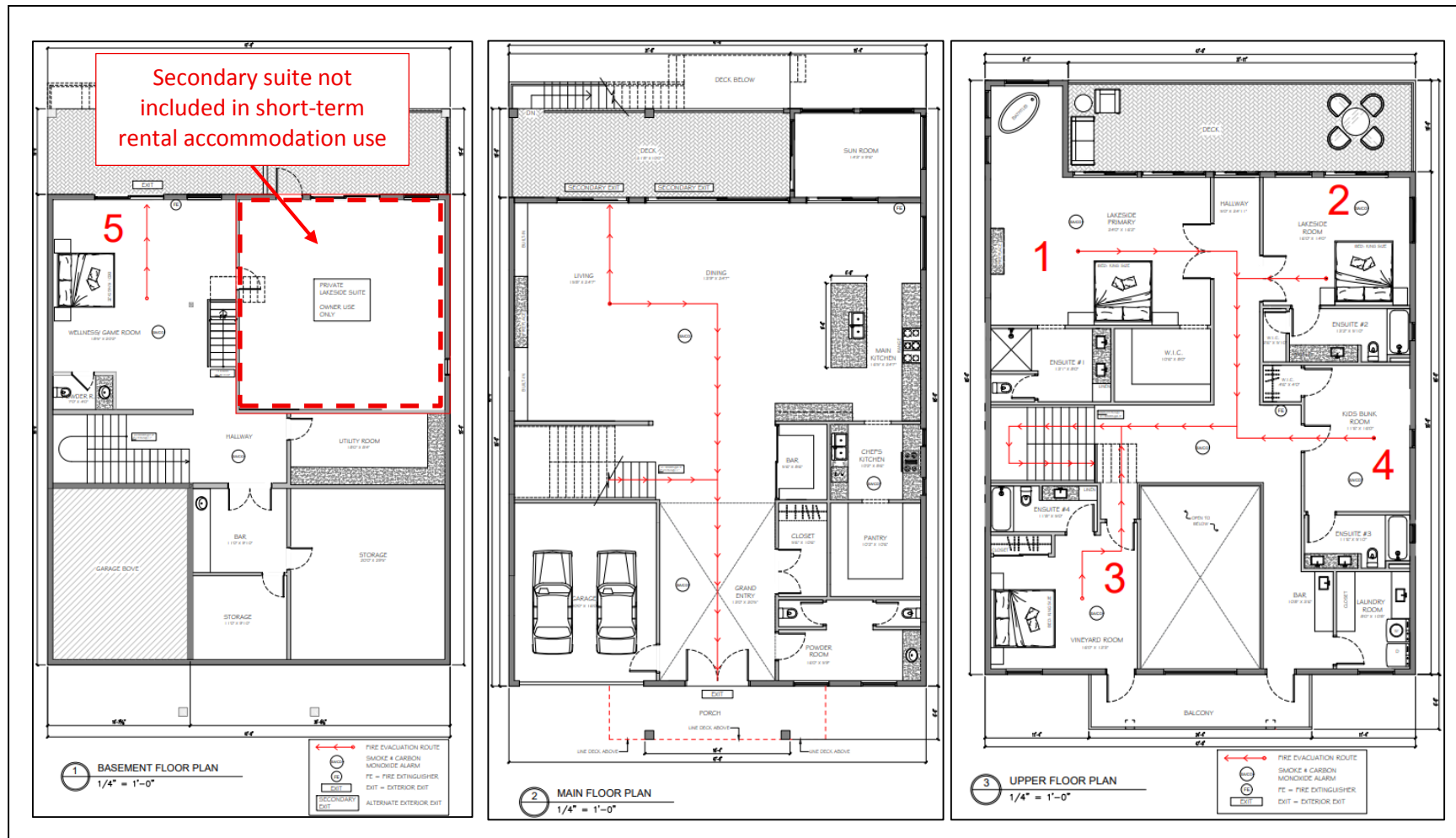
Telephone: 250-492-0237 Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)



Short-Term Rental Permit

File No. E2026.007-STR

## Schedule 'C'



Short-Term Rental Accommodation (STR) Permit No. E2026.007-STR

Page 6 of 6

## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** Floodplain Exemption Application — Electoral Area “E” (E2026.001-FPE)

---

### Administrative Recommendation:

**THAT the Board of Directors approve a floodplain exemption for 4535 Mill Road, Naramata (legally described as Lot 21, Plan KAP3889, District Lot 211, SDYD), in order to permit the development of a single detached dwelling within the floodplain setback of Okanagan Lake, subject to the following condition:**

- i) a statutory covenant is registered on title in order to:**
    - a) “save harmless” the Regional District against any damages as a result of a flood occurrence; and**
    - b) secure the recommendations contained within the Flood Hazard Assessment for Floodplain Exemption report, dated March 12, 2026, prepared by Caleb Pomeroy, P.Eng., of Watershed Engineering Limited.**
- 

### Alternative:

- 1. THAT the Board of Directors deny a floodplain exemption for 4535 Mill Road, Naramata (legally described as Lot 21, Plan KAP3889, District Lot 211, SDYD), in order to permit the development of a single detached dwelling within the floodplain setback of Okanagan Lake.**
- 

### Purpose:

This application seeks an exemption from the floodplain regulations contained within the Okanagan Valley Zoning Bylaw No. 2800, 2022, in order to allow for the construction of a single detached dwelling within the floodplain setback and below the flood construction level of Okanagan Lake.

Specifically, the applicant is seeking to reduce the floodplain setback in the Zoning Bylaw from 7.5 metres to 6.14 metres.

In support of this proposal, the applicant has provided a flood hazard assessment report, prepared by Caleb Pomeroy of Watershed Engineering Limited, which has concluded, amongst other things, that the property can be safely developed for its intended use provided a number of specified recommendations are implemented.

**Strategic Priorities:** Operational

### Statutory Requirements:

---

Under Section 524(7) of the *Local Government Act*, the Regional District Board may consider exempting a specific parcel from its floodplain regulations if the Board considers it advisable and either:

- (a) *considers that the exemption is consistent with the Provincial guidelines, or*
- (b) *has received a report that the land may be used safely for the use intended, which report is certified by a person who is*
  - (i) *a professional engineer or geoscientist and experienced in geotechnical engineering, or*
  - (ii) *a person in a class prescribed by the environment minister under subsection (9).*

### **Background & Analysis:**

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on July 22, 1947, while BC Assessment has classified the property as “Residential” (Class 01).

Available Regional District records indicate that building permits have not previously been issued for this property.

#### 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), which supports the development of single detached dwellings, duplexes, secondary suites, accessory dwellings.

The property is also the subject of a Watercourse Development Permit (WDP) designation, an objective of which is to ensure development within riparian areas is consistent with the Riparian Area Protection Regulation (RAPR).

An application for a Watercourse Development Permit (WDP) was submitted to the Regional District in conjunction with this floodplain exemption application.

#### Zoning Bylaw

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential One (RS1) which lists “single detached dwelling” as a permitted principal use.

Under Section 10.0 (Floodplain Regulations) of the Zoning Bylaw, the subject property is within the floodplain associated with Okanagan Lake, which requires that no building or structure is located within 7.5 metres of the natural boundary of the lake.

#### Board Consideration:

The subject property has been the subject of multiple previous Development Variance Permit applications (E2022.058-DVP, E2023.033-DVP, E2024.011-DVP, E2025.027-DVP and E2026.002DVP) in relation to the construction of a single detached dwelling and use of holding tanks as a method of on-site sewage disposal.

### **Analysis:**

In considering this floodplain exemption request against the requirements of Section 524(7) of the *Local Government Act*, Administration notes that the property owners have submitted a flood hazard

---

assessment report prepared by a professional engineer experienced in geotechnical engineering (i.e. Caleb Pomeroy of Watershed Engineering Limited) dated March 12, 2026, which concludes the following:

*The technical analysis completed in this study has determined the flood construction level and shoreline impacts due to wave action and demonstrates that although a flood hazard is present, the property can be safely developed for its intended use provided the following recommendations are implemented (a flood assurance statement is provided at Appendix B.*

- 1. The flood construction level which includes the mid-century adjusted 2017 flood of record, wind setup, wave runoff, and 0.6m freeboard is 344.69 m for the subject property.*
- 2. The foundation is to be designed by a structural and geotechnical engineer based on the flood construction level of 344.60 m and estimated scour depth of 0.89 m due to wave action outlined in this report.*
- 3. The geotechnical design for bearing capacity of the foundation is to consider saturated conditions.*
- 4. The structural design of the foundation is to consider wave forces, pressures and runoff.*
- 5. The site survey data was collected using the CGVD28 vertical datum and horizontal control is NAD83(CSRS) UTM Zone 11N. For establishing of benchmarks and elevation control for the FCL, the reference vertical datum must be used.*
- 6. The existing rock wall condition is maintained or improved if future degradation or erosion occurs.*

*The proposed single-family dwelling floodplain setback can be reduced from 7.5 m to 6.14 m provided that the above recommendations are implement into the final building design.*

#### Alternative:

Conversely, it is noted that the OCP speaks to preventing or minimizing “property damage as a result from natural hazards” and to discouraging “development of land susceptible to flooding”. In this instance, other options appear to be available to the applicant such as elevating the building above the flood construction level.

#### Summary:

In summary, and based upon the recommendations contained within the flood protection report, Administration is recommending that the floodplain exemption request be approved, and that the applicant enter into a statutory covenant in order to “save harmless” the Regional District in the event of future flood events.

#### **Financial Implications:**

Financial implications have been considered and none were found.

#### **Communication Strategy:**

No communication strategy is proposed as this is not required under the *Local Government Act* in relation to a floodplain exemption request.

---

**Site Context:**

The subject property is approximately 300 m<sup>2</sup> in area and is situated on the south side of Mill Road, approximately 1.1 km north from the Naramata Village Centre. The property is understood to contain one (1) accessory building.

The surrounding pattern of development is generally characterised by residential parcels and agriculture.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted**

Colin Martin  
Colin Martin  
Planner I

**Endorsed by:**

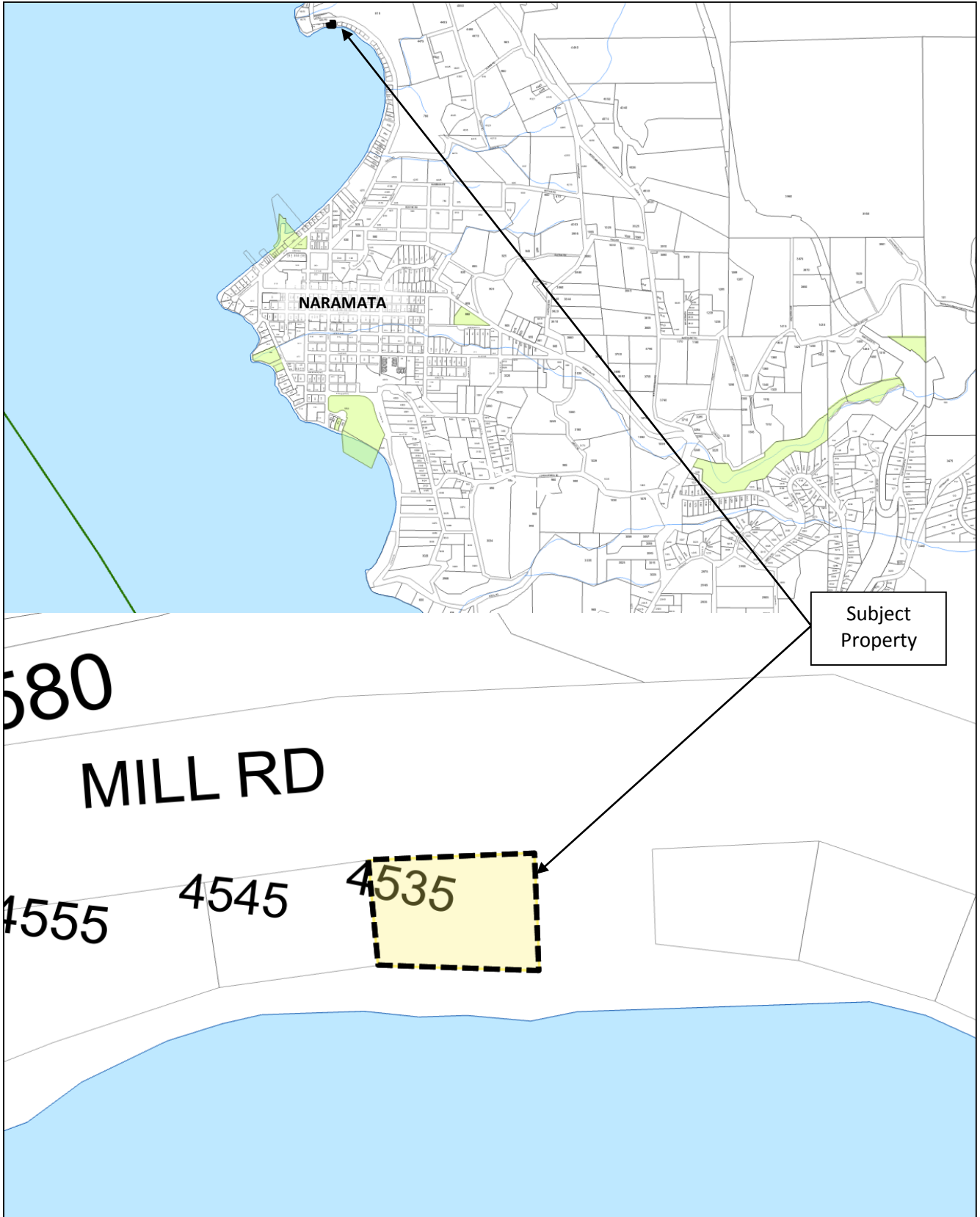
  
\_\_\_\_\_  
C. Garrish  
Senior Manager of Planning

**Endorsed by:**

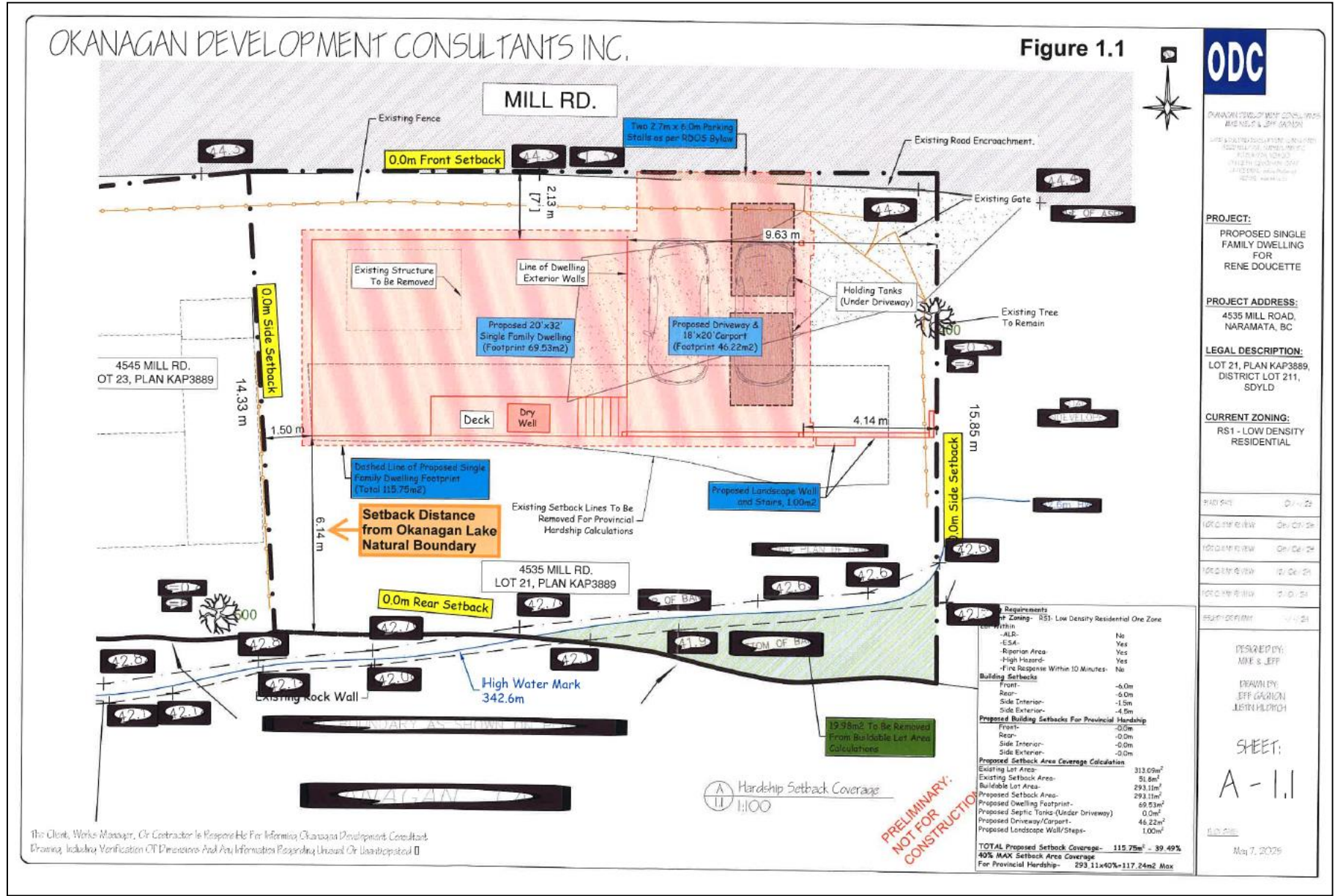
Allen Fillion  
\_\_\_\_\_  
A. Fillion  
Managing Director, Dev. & Infrastructure

- Attachments: No. 1 – Context Maps  
                  No. 2 – Applicant’s Site Plan  
                  No. 3 – Applicant’s Elevations  
                  No. 4 – Aerial Photo

Attachment No. 1 – Context Maps

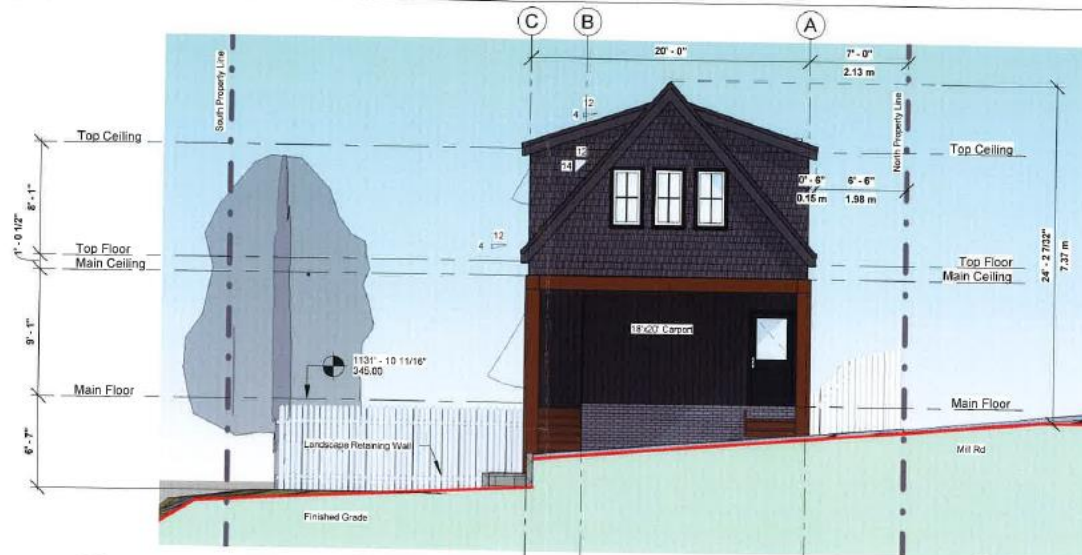


Attachment No. 2 – Applicant's Site Plan



Attachment No. 3 – Applicant’s Elevations

Figure 1.2



② East  
1/8" = 1'-0"



① South  
1/8" = 1'-0"

Floor Area Calculations	
Main Floor-	564sq. ft
Top Floor-	1564sq. ft
Total-	1928sq. ft
Covered Deck-	76sq. ft
Carport-	360sq. ft

**ODC**

OKANAGAN DEVELOPMENT CONSULTANTS  
5880 HILDITCH BLVD. (SUITE 101)  
NANAIMO, BC V9T 1A1  
TEL: 250-754-2222 FAX: 250-754-2223  
WWW.ODCBC.COM

PROJECT:  
PROPOSED SINGLE FAMILY DWELLING FOR RENE DOLCETTE

LOCATION:  
4535 MILL ROAD NARAMATA BC

DATE PREPARED:	01 / 12 / 25
DATE CHECKED / REVISED:	09 / 08 / 25
	12 / 06 / 24
	12 / 01 / 24

ISSUED FOR DVP

DATE FOR REVIEW: 11 / 24

PREPARED BY:  
MIKE HILDITCH & JEFF GAGNON

DESIGNED BY:  
JEFF GAGNON  
JUSTIN HILDITCH

SHEET:  
**A3.0**

MAY 08, 2024

PRELIMINARY  
NOT FOR  
CONSTRUCTION

Attachment No. 4 – Aerial Photo



## TECHNICAL MEMORANDUM

<b>Date:</b>	March 12, 2026	<b>File No.</b>	2025.023.001
<b>To:</b>	Rene Doucette	<b>From:</b>	Watershed Engineering Ltd.

<b>Client:</b>	Rene Doucette – Property Owner
<b>Project Name:</b>	4535 Mill Road
<b>Reference:</b>	Flood Hazard Assessment for Floodplain Exemption

### 1. BACKGROUND

Watershed Engineering Ltd. was retained by Rene Doucette to prepare a Flood Hazard Assessment to support a floodplain exemption application for the property located at 4535 Mill Road in Naramata, British Columbia, hereafter referred to as “the site”. The site is defined with the following legal address:

- Lot 21, Plan KAP3889, District Lot 211, Similkameen Division of Yale Land District (SDYD), with Parcel Identifier (PID): 010-694-463

The site is bounded by the Okanagan Lake shoreline to the south and by Mill Road to north. Refer to Figure 1.0 for a delineation of the project site area complete with the civic address and legal parcel description. The property owner is proposing the development of a single-family dwelling on the site, which is located within the floodplain extent of Okanagan Lake as defined under the Regional District of Okanagan-Similkameen (RDOS) *Schedule G – Hazard Lands – Floodplain* of the *Electoral Area “E” - Naramata Official Community Plan (OCP) Bylaw No. 3010*. The purpose of completing a Flood Hazard Assessment for this project was to analyse the site-specific flood hazards and provide recommendations for mitigation options to ensure safe development of the proposed single-family dwelling and support the floodplain exemption application. The scope of Watershed Engineering’s work is as follows:

- Complete a background review of the site, proposed development plan, and all supporting information including studies and all applicable standards, guidelines, and bylaws relevant to the site flood hazard assessment.
- Conduct a site investigation to identify and assess design considerations and potential mitigation options
- Conduct a bathymetric survey to determine the topography of Okanagan Lake leading up to the shoreline of the site
- Prepare a site-specific wind-wave analysis based on the projected design instantaneous peak lake level for Okanagan Lake. The projected Okanagan Lake design level was determined by Northwest Hydraulic Consultants Ltd. (NHC) for the Okanagan Basin and Water Board (OBWB) in their 2020 *Okanagan Mainstem Floodplain Mapping* report, which was referenced to determine the flood hazards mapping for *Schedule G* of the *OCP Bylaw No. 3010*.

- Develop design mitigation options for the proposed development based on results of the wind-wave analysis.
- Prepare a technical memorandum outlining the methodology, results, and recommendations of the flood hazard assessment to supplement and support the floodplain exemption for construction within the designated floodplain setback line.

Information about the proposed development plan relevant to the flood hazard assessment is as follows:

- Development Footprint: 115.75 m<sup>2</sup>
- Development Setback Distance from Lakeshore (shortest distance): 6.14 m
- Main Floor Elevation: 345.0 m

Refer to Figure 1.1 and Figure 1.2 for the proposed development plan of the site outlining the setbacks and the proposed main floor elevation, respectively. The Okanagan Lake natural boundary is defined along the edge of the rock wall / edge of the manicured grass area along the southern property boundary (Cassidy, 2025). The Okanagan Lake natural boundary was established prior to the subdivision of land which created the properties 4535 and 4545 Mill Road, therefore the lake natural boundary location applies to both properties. The RDOS *Okanagan Valley Zoning Bylaw No. 2800* outlines that no building or structure shall be located within 7.5 metres of the natural boundary of any lake. The proposed development is setback 6.14 m from the Okanagan Lake natural boundary and is therefore within the designated floodplain setback distance; requiring a floodplain exemption application accompanied by the following flood hazard assessment analysis and mitigation recommendations to ensure safe development of the site.

## 1.1 Technical Standards and Guidelines

The RDOS *Okanagan Valley Zoning Bylaw No. 2800* provides floodplain regulations for development in Naramata, and the RDOS *OCP Bylaw No. 3010* provides guidance on flood hazard management for development in Naramata. NHC's 2020 *Okanagan Mainstem Floodplain Mapping* report provides a comprehensive analysis and summary for the projected Okanagan Lake design lake level which forms the basis of the Schedule G – Hazard Lands – Floodplain mapping for Naramata. The following includes all technical standards and resources used to develop the methodology and recommendations in this memorandum:

- RDOS Okanagan Valley Zoning Bylaw No. 2800 (2022, last amended March 2026)
- RDOS Electoral Area "E" - Naramata OCP Bylaw No. 3010 (2023, last amended October 2025)
- Schedule G – Hazard Lands – Floodplain – Electoral Area "E" OCP Bylaw No. 3010 (October 2023)
- RDOS Website – Development Services – Planning – Application Forms & Resources – Floodplain Exemptions (accessed March 2026)
- OBWB Okanagan Mainstem Floodplain Mapping (March 2020)
- 4545 Mill Road Riparian Area Protection Regulation (RAPR) Assessment Report (March 2025)
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development (MFLNRO) – Flood Hazard Land Use Management Guidelines (May 2004, last amended January 2018)
- MFLNRO – Coastal Floodplain Mapping Guidelines and Specifications (June 2011)
- Engineers and Geoscientists of British Columbia (EGBC) – Guidelines for Legislated Flood Assessments in a Changing Climate in BC (Version 2.1, August 2018)
- US Army Corps of Engineers Coastal Engineering Manual Part – IV (2011)

## 1.2 Site Inspection

A site inspection was completed by Caleb W. Pomeroy, P.Eng. and Christopher Foerderer, E.I.T. on March 11, 2026. The purpose of the inspection was to review the existing site conditions, review the shoreline bathymetry, and note any concerns relevant to the proposed development layout relative to the flood hazard from Okanagan Lake. Refer to Appendix A for the site inspection photographs. Notable observations from the inspection are as follows:

- The rock wall along the southern property boundary appears to be poor condition and should not be relied upon for long-term erosion protection of the property (Photos 3 & 4).
- Erosion of the shoreline without mitigation could cause slope regression into the property, reducing the offset to the natural boundary.
- There is a shallow bench along the littoral zone extending into the bay from the Natural Boundary of the subject property.
- Evidence of erosion and past mitigation was noted on the shoreline extending east and west from the subject property.
- Existing grade on the property appears low and would be partially inundated during the design event.

## 2. RELEVANT DOCUMENT REVIEW SUMMARY

The following includes key background information, findings, and recommendations:

- Okanagan Valley Zoning Bylaw No. 2800:
  - **Section 10.1.1:** The following land is designated as a floodplain:
    - c) any land that is less than 1.5 metres above the natural boundary of any other watercourse.
  - **Section 10.1.2:** The flood construction level for land designated as a floodplain in section 10.1.1 is:
    - d) Okanagan Lake: 343.66 m Geodetic Survey of Canada (GSC) datum.
  - **Section 10.2.3:** Despite any other provisions of this Bylaw, no building or structure shall be located within 7.5 metres of the natural boundary of any lake, pond or marsh, or the top of bank where the bank is within 7.5 metres of the natural boundary of any lake, pond or marsh.
  - **Section 10.4.1:** No person shall place any structural support for a habitable area or fill required to support a habitable area on land within a floodplain setback area under Section 10.2.
  - **Section 10.4.2:** No person shall construct, reconstruct, move or extend a floor system or pad which supports a habitable area, such that the underside of the wooden floor system or the top of the pad or the ground surface on which it is located, is lower than the flood construction levels specified in Section 10.1.
  - **Section 10.4.6:** The following developments and uses are excluded from the requirements of the floodplain management regulations specified in Sections 10.4.2 and 10.4.3:
    - b) that portion of a building or structure to be used as a carport or garage.
- RDOS Website – Development Services – Planning – Application Forms & Resources – Floodplain Exemptions:
  - If your property is within the designated floodplain an exemption may be required if you intend to build with a floor elevation lower than the Flood Construction Level, or within the Floodplain

Setback Line. Applications for a Floodplain Exemption require the submission of an application fee, completed application form and supporting documentation (i.e. site plans) as well as the submission of a professional report prepared by a suitably qualified individual (i.e. registered engineer or geoscientist). If an exemption is granted, a covenant stating the conditions for exemption is placed on the title of the affected property.

- RDOS OCP Bylaw No. 3010:
  - **Section 18.5: Flood Hazard Management:** The flood hazards now included at Schedule 'G' (Hazard Lands – Floodplain) are based on the mapping prepared by the OBWB in 2020 and the 1994 Naramata fan study.
  - **Section 18.5.1: The Regional Board:**
    3. Requires that where land subject to flooding is to be developed and no alternative land is available, construction and siting of buildings and manufactured homes to be used for habitation, business, industry, or the storage of goods damageable by floodwaters shall comply with the floodplain regulation of the Zoning Bylaw with any relaxation subject to the recommendations of a report prepared by a qualified Professional Engineer or Geoscientist, where applicable.
    4. Supports minimizing exposure to future flood damage by avoiding development adjacent to Okanagan Lake or by implementing flood mitigation measures.
    5. Supports mitigating the impacts of potential flooding on buildings and properties in the floodplain area and affected by groundwater through design and site grading prior to construction as per the recommendations of a report prepared by a qualified Professional Engineer or Geoscientist.
- EGBC Legislated Flood Assessments in a Changing Climate in BC:
  - **Appendix F: F2.2.2:** Where a proposed building site is located in an area adjacent to a creek, river, lake, or ocean that is not protected by a Dike, the need for both Dike works and Mitigation Measures must be considered. In general, new buildings should be considered for unprotected floodplains only if:
    - i) The local government has adopted an appropriate bylaw or land use regulation that provides for building Construction with knowledge of the Flood Hazard, or the Qualified Professional concludes that the site may be suitable for intended use.
    - ii) The FCL should be at the 200-year return period flood level plus Freeboard (0.3 m for instantaneous peak floods and 0.6 m for daily peak floods).
    - iii) Particular attention needs to be given to specification of appropriate on-site Mitigation Measures such as foundation design, method of achieving FCL, and site grading.

### 3. FLOOD CONSTRUCTION LEVEL

In accordance with the recommendations in the 2020 *Okanagan Mainstem Floodplain Mapping Project*, site-specific wave runup analysis by a Qualified Professional may be warranted to refine the generalized wave effects determined for Okanagan Lake, which could increase or decrease the FCL by as much as a metre (Northwest Hydraulic Consultants Ltd., 2020). Additionally, the MFLNRO *Coastal Floodplain Mapping – Guidelines and Specifications* (2011) outlines that a Building Code or Standard does not exist in Canada for coastal processes and procedures; therefore, estimation of expected wave effect(s) should be

determined using recognized engineering reference documents for guidance, along with engineering judgement for best management practice.

To determine the wave effect on the design flood event, the approach followed in this assessment was to use the Canadian Dam Association (CDA) *Dam Safety Guidelines 2007 (2013 Edition)* and C.D. Smith’s *Hydraulic Structures (1995)* for wind setup and wave runup determination. The Flood Construction Level was determined by applying the determined wave effect to the NHC (2020) projected design instantaneous peak Okanagan Lake level, which was selected as the design event, and applying the recommended Freeboard.

### 3.1 Design Event Peak Lake Level

NHC (2020) reports the recommended projected design event (adjusted for future climate change) as the 2017 event in mid-century with an elevation of 343.86 m in the CGVD2013 datum. The site development is referenced to the CGVD28 HTv2.0\_2002 datum and NHC (2020) recommends using Natural Resources Canada’s (NRCan’s) online tool GPS-H to convert between the CGVD2013 and CGVD28 HTv2.0\_2002 datum. Table 3-1 provides the site-specific information input into NRCan’s GPS-H tool to project the CGVD2013 datum lake elevation to the CGVD28 HTv2.0\_2002 datum.

**Table 3-1: CGVD 2013 to CGVD28 HTv2.0\_2002 Datum Lake Elevation Conversion**

Zone	Easting (m)	Northing (m)	CGVD2013 Elevation (m)	CGVD28 HTv2.0_2002 Elevation (m)
UTM11	312235.000	5498236.000	343.86	343.69

As outlined in Table 3-1, the peak lake level determined for the site during the design flood event is 343.69 m. The determined design flood event is reported by NHC (2020) as having an average recurrence interval that is slightly greater than the 500-year event.

### 3.2 Wind and Wave Analysis

A wind and wave analysis was performed to determine the site-specific wind and wave effects at the property. Wind data was obtained from NHC (2020) based on a wind analysis performed on Penticton wind station data. Table 3-2 shows the northerly and southerly wind speeds determined for the Penticton Station.

**Table 3-2: Northerly and Southerly Design Wind Speeds**

Average Return Interval	Wind Speed at Penticton Station			
	Northerly		Southerly	
(years)	(m/s)	(km/hr)	(m/s)	(km/hr)
1	12.3	44.3	16.6	59.8
2	13.8	49.7	17.7	63.7
5	15.4	55.4	18.9	68.0
<b>10</b>	<b>16.5</b>	<b>59.4</b>	<b>19.8</b>	<b>71.3</b>
20	17.6	63.4	20.6	74.2
50	19	68.4	21.6	77.8
100	20.0	72.0	22.4	80.6
200	21.1	76.0	23.2	83.5

The CDA *Dam Safety Guidelines 2007 (2013 Edition)* define a significant consequence classification dam as having an Inflow Design Flood with a recurrence interval between 100 and 1000 years and suggest that a 10-year wind velocity be utilized for minimum freeboard calculations at this classification. Given that the selected design flood event has an average recurrence interval slightly greater than the 500-year event, the 10-year Penticton wind velocity was selected for analysis based on the assumption that the design event's return period is somewhere between 500 and 1000 years. The wind speed selected for analysis was the 10-year southerly wind of 19.8 m/s.

The 10-year wind speed was used to calculate the wind setup, significant wave height, and wavelength resulting from wind blowing over the water. The equations used for calculations are as follows (Smith, 1995):

For Wind Setup:

$$S = \frac{FV^2}{63000D}$$

Where:

- S = Wind tide or Setup (m)
- F = Fetch length (km)
- V = Wind velocity over water corrected for fetch length (km/hr)
- D = Average reservoir depth over fetch length (m)

For Significant Wave Height:

$$H_w = 0.00513V^{1.06}F_e^{0.47}$$

$$F_e = KL$$

Where:

- $H_w$  = Significant wave height (m)
- $V$  = Design wind velocity (km/h)
- $F_e$  = Effective fetch length (km)
- $L$  = Maximum straight unobstructed water length facing the dam (km)
- $K$  = Fetch correction factor based on the relation between the average reservoir width (in km) and  $L$

Based on the CDA (2013) recommendations for freeboard calculations, an additional factor of 1.37 is applied to the calculated significant wave height to determine the design wave height, which is the average of the highest 5% of waves.

For Wavelength:

$$L_o = 0.187V^{0.88}F_e^{0.56}$$

Where:

- $L_o$  = Wavelength (m)
- $V$  = Design wind velocity (km/hr)
- $F_e$  = Effective fetch length (km)

A bathymetric survey was conducted to determine the slope of Okanagan Lake leading up to the site shoreline. Wavelength is used in conjunction with the embankment slope (Okanagan Lake slope leading up to shoreline) to determine the relative runup ratio of the wave (Smith, 1995). The relative runup ratio is then multiplied to the design wave height to determine the wave runup on the shoreline. Table 3-3 summarizes the results for the wind and wave analysis.

**Table 3-3: Wind and Wave Analysis Results**

Design Wind Frequency	10-year
Wind Setup (m)	0.021
Significant Wave Height (m)	0.89
Wave Runup (m)	0.38
Wind Setup + Wave Runup (m)	0.40

### 3.3 Site-Specific Flood Construction Level

The site-specific FCL was computed as the design peak lake level plus wind setup, wave runup, and an additional 0.6 m of freeboard, as determined by NHC (2020). Table 3-4 summarizes the design peak lake level, wind setup, wave runup and freeboard, along with the determined FCL for the site.

**Table 3-4: Input Parameters and Site-Specific Flood Construction Level**

Design Peak Lake Level (m)	343.69
Wind Setup + Wave Runup (Wave Action) (m)	0.40
Design Peak Lake Level + Wave Action (m)	344.09
Freeboard (m)	0.6
Flood Construction Level (m)	<b>344.69</b>

## 4. DISCUSSION

The proposed building main floor elevation is set at an elevation of 345.0 m, which is above the determined site flood construction level of 344.69 m. The proposed development plan demonstrates that the foundation of the building is likely to be subject to wave action during the design event peak lake level. The 2014 American Society of Civil Engineers (ASCE) *Flood Resistant Design and Construction* standard defines flood hazard areas along lakes as “A Zones” where wave heights are less than 3 feet (0.9 m). Based on this definition, the site can be classified under “Zone A” as it is on the shoreline of a lake and the wave height is less than 0.9 m.

Structural fill should be used only in flood hazard areas not susceptible to high velocity wave action and structural fill used for foundation support and protection should be properly designed, constructed and protected (American Society of Civil Engineers, 2014). The U.S. Army Corps of Engineers’ *Coastal Engineering Manual* provides guidelines on calculating localized scour depth on structures resulting from wave exposure. The following relationship for scour depth around structures was used to estimate the localized scour depth at the site’s foundation (USACE, 2011):

$$S_m = H_m$$

Where:

- $S_m$  = Maximum scour depth at a vertical wall (Maximum scour occurs when the vertical wall is located around the plunge point of the breaking wave)
- $H_m$  = Nonbreaking significant wave height wave height (0.89m)

Based on the above relationship the total estimated scour depth due to wave action is 0.89 m.

Based on observations noted during the site inspection, the rock wall located along the southern property boundary is not likely to provide long-term erosion and encroachment protection from Okanagan Lake. The analysis and recommendations provided in this report are based on existing site conditions. Potential future encroachment of the Okanagan Lake natural boundary into the site caused by erosion of the rock wall will alter site conditions, and therefore must be actively monitored and addressed if apparent.

## 5. RECOMMENDATIONS

The technical analysis completed in this study has determined the flood construction level and shoreline impacts due to wave action and demonstrates that although a flood hazard is present, the property can be safely developed for its intended use provided the following recommendations are implemented. A flood assurance statement is provided in Appendix B.

1. The flood construction level which includes the mid-century adjusted 2017 flood of record, wind setup, wave runup, and 0.6 m freeboard is 344.69 m for the subject property.
2. The foundation is to be designed by a structural and geotechnical engineer based on the flood construction level of 344.69 m and estimated scour depth of 0.89 m due to wave action outlined in this report.
3. The geotechnical design for bearing capacity of the foundation is to consider saturated conditions.
4. The structural design of the foundation is to consider wave forces, pressures and runup.
5. The site survey data was collected using the CGVD28 vertical datum and horizontal control is NAD83(CSRS) UTM Zone 11N. For establishing of benchmarks and elevation control for the FCL, the referenced vertical datum must be used.
6. The existing rock wall condition is maintained or improved if future degradation or erosion occurs.

The proposed single-family dwelling floodplain setback can be reduced from 7.5 m to 6.14 m provided that the above recommendations are implemented into the final building design.

## 6. CLOSURE

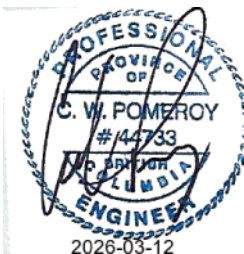
We trust this memo meets your requirements. Should you have any questions, please contact the undersigned.

Sincerely,

**Watershed Engineering Ltd.**

Prepared by:

Prepared by:



Caleb W. Pomeroy, P.Eng., PMP  
Principal Engineer  
Direct Line: 250.803.1150  
caleb.pomeroy@watershedengineering.ca  
Permit to Practice No.: 1000852



Christopher Foerderer, E.I.T.  
Hydrotechnical Engineer in Training  
Direct Line: 778.363.1129  
chris.foerderer@watershedengineering.ca  
Permit to Practice No.: 1000852

Reviewed by: \_\_\_\_\_



David Holla, P.Eng.  
Senior Water Resources Engineer  
Permit to Practice No.: 1000852

## 7. REFERENCES

- American Society of Civil Engineers. (2014). *Flood Resistant Design and Construction*. ASCE Standard, Structural Engineering Institute. Retrieved 2026
- Canadian Dam Association. (2013). *Dam Safety Guidelines 2007 (2013 Edition)*. Technical Guideline. Retrieved 2026
- Cassidy, D. W. (2025). *Riparian Area Protection Regulation (RAPR) Assessment Report for 4545 Mill Road, Naramata, BC*. Prepared by: Valley Environmental. Retrieved 2026
- Engineers and Geoscientists of British Columbia. (2018). *Legislated Flood Assessments In A Changing Climate In BC*. Professional Practice Guidelines. Retrieved 2026, from <https://www.egbc.ca/getmedia/f5c2d7e9-26ad-4cb3-b528-940b3aaa9069/Legislated-Flood-Assessments-in-BC.pdf.aspx>
- Federal Emergency Management Agency. (2011). *Coastal Construction Manual: Principles and practices of planning, siting, designing, constructing, and maintaining residential buildings in coastal areas*. U.S. Department of Homeland Security. Retrieved 2026, from [https://www.fema.gov/sites/default/files/2020-08/fema55\\_voli\\_combined.pdf](https://www.fema.gov/sites/default/files/2020-08/fema55_voli_combined.pdf)
- Government of British Columbia. (2004). *Flood Hazard Land Use Management Guidelines*. Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Retrieved 2026, from [https://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/integrated-flood-hazard-mgmt/flood\\_hazard\\_area\\_land\\_use\\_guidelines\\_2017.pdf](https://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/integrated-flood-hazard-mgmt/flood_hazard_area_land_use_guidelines_2017.pdf)
- Ministry of Forests, Lands and Natural Resource Operations. (2011). *Coastal Floodplain Mapping - Guidelines and Specifications*. Prepared By: Kerr Wood Leidal Associates Ltd., Prepared For: Ministry of Forests, Lands and Natural Resource Operations. Retrieved 2026, from

[https://www.env.gov.bc.ca/wsd/public\\_safety/flood/pdfs\\_word/coastal\\_floodplain\\_mapping-2011.pdf](https://www.env.gov.bc.ca/wsd/public_safety/flood/pdfs_word/coastal_floodplain_mapping-2011.pdf)

Northwest Hydraulic Consultants Ltd. (2020). *Okanagan Mainstem Floodplain Mapping*. Prepared By: Northwest Hydraulic Consultants Ltd. (NHC), Prepared For: Okanagan Basin Water Board (OBWB). Retrieved 2026

Regional District of Okanagan-Similkameen. (2022). *Okanagan Valley Zoning Bylaw No. 2800*. Retrieved 2026, from <https://www.rdos.bc.ca/assets/bylaws/planning/AreaX/2800-1.pdf>

Regional District of Okanagan-Similkameen. (2023). *Electoral Area "E" - Naramata Official Community Plan Bylaw No. 3010*. Retrieved 2026, from <https://www.rdos.bc.ca/assets/bylaws/planning/AreaE/3010A.pdf>

Regional District of Okanagan-Similkameen. (2023). *Schedule "G" - Hazard Lands - Floodplain - Electoral Area "E" Official Community Plan Bylaw No. 3010*. Retrieved 2026, from <https://www.rdos.bc.ca/assets/bylaws/planning/AreaE/3010G.pdf>

Regional District of Okanagan-Similkameen. (2026, March 10). *Regional District of Okanagan-Similkameen*. Retrieved from Floodplain Exemptions: <https://www.rdos.bc.ca/development-services/planning/application-forms-resources/floodplain-exemptions/>

Smith, C. D. (1995). *Hydraulic Structures*. Saskatoon. Retrieved January 2026, from <http://hdl.handle.net/10388/13272>

USACE. (2011). *Coastal Engineering Manual, EM 1110-2-1100, Part VI – Design of Coastal Project Elements, Chapter 5*.

## LIST OF FIGURES

Figure 1.0 – Site Plan with Civic and Legal Addresses

Figure 1.1 – Proposed Development Plan Outlining Setbacks

Figure 1.2 – Proposed Development Plan Outlining Building Main Floor Elevation

## LIST OF APPENDICES

Appendix A – Site Inspection Photographs

Appendix B – Flood Assurance Statement



## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** Floodplain Exemption Application — Electoral Area “E” (E2026.002-FPE)

---

### Administrative Recommendation:

**THAT the Board of Directors approve a floodplain exemption for 4545 Mill Road, Naramata (legally described as Lot 22, Plan KAP3889, District Lot 211, SDYD), in order to permit the development of a single detached dwelling within the floodplain setback of Okanagan Lake, subject to the following condition:**

- i) a statutory covenant is registered on title in order to:**
    - a) “save harmless” the Regional District against any damages as a result of a flood occurrence; and**
    - b) secure the recommendations contained within the Flood Hazard Assessment for Floodplain Exemption report, dated March 12, 2026, prepared by Caleb Pomeroy, P.Eng., of Watershed Engineering Limited.**
- 

### Alternative:

1. THAT the Board of Directors deny a floodplain exemption for 4545 Mill Road, Naramata (legally described as Lot 22, Plan KAP3889, District Lot 211, SDYD), in order to permit the development of a single detached dwelling within the floodplain setback of Okanagan Lake.
- 

### Purpose:

This application seeks an exemption from the floodplain regulations contained within the Okanagan Valley Zoning Bylaw No. 2800, 2022, in order to allow for the construction of a single detached dwelling within the floodplain setback and below the flood construction level of Okanagan Lake.

Specifically, the applicant is seeking to reduce the floodplain setback in the Zoning Bylaw from 7.5 metres to 4.83 metres.

In support of this proposal, the applicant has provided a flood hazard assessment report, prepared by Caleb Pomeroy of Watershed Engineering Limited, which has concluded, amongst other things, that the property can be safely developed for its intended use provided a number of specified recommendations are implemented.

**Strategic Priorities:** Operational

**Statutory Requirements:**

---

---

Under Section 524(7) of the *Local Government Act*, the Regional District Board may consider exempting a specific parcel from its floodplain regulations if the Board considers it advisable and either:

- (a) *considers that the exemption is consistent with the Provincial guidelines, or*
- (b) *has received a report that the land may be used safely for the use intended, which report is certified by a person who is*
  - (i) *a professional engineer or geoscientist and experienced in geotechnical engineering, or*
  - (ii) *a person in a class prescribed by the environment minister under subsection (9).*

**Background & Analysis:**

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on July 22, 1947, while BC Assessment has classified the property as “Residential” (Class 01).

Available Regional District records indicate that building permits have not previously been issued for this property.

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), which supports the development of single detached dwellings, duplexes, secondary suites, accessory dwellings.

The property is also the subject of a Watercourse Development Permit (WDP) designation, an objective of which is to ensure development within riparian areas is consistent with the Riparian Area Protection Regulation (RAPR).

An application for a Watercourse Development Permit (WDP) was submitted to the Regional District in conjunction with this floodplain exemption application.

Zoning Bylaw

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is currently zoned Low Density Residential One (RS1) which lists “single detached dwelling” as a permitted principal use.

Under Section 10.0 (Floodplain Regulations) of the Zoning Bylaw, the subject property is within the floodplain associated with Okanagan Lake, which requires that no building or structure is located within 7.5 metres of the natural boundary of the lake.

Board Consideration:

The subject property has been the subject of multiple previous Development Variance Permit applications (E2022.059-DVP, E2023.032-DVP, E2024.010-DVP, E2025.028-DVP and E2026.003-DVP) in relation to the construction of a single detached dwelling and use of holding tanks as a method of on-site sewage disposal.

**Analysis:**

In considering this floodplain exemption request against the requirements of Section 524(7) of the *Local Government Act*, Administration notes that the property owners have submitted a flood hazard

---

assessment report prepared by a professional engineer experienced in geotechnical engineering (i.e. Caleb Pomeroy of Watershed Engineering Limited) dated March 12, 2026, which concludes the following:

*The technical analysis completed in this study has determined the flood construction level and shoreline impacts due to wave action and demonstrates that although a flood hazard is present, the property can be safely developed for its intended use provided the following recommendations are implemented. A flood assurance statement is provided at Appendix B.*

- 1. The flood construction level which includes the mid-century adjusted 2017 flood of record, wind setup, wave runoff, and 0.6m freeboard is 344.69 m for the subject property.*
- 2. The foundation is to be designed by a structural and geotechnical engineer based on the flood construction level of 344.60 m and estimated scour depth of 0.89 m due to wave action outlined in this report.*
- 3. The geotechnical design for bearing capacity of the foundation is to consider saturated conditions.*
- 4. The structural design of the foundation is to consider wave forces, pressures and runoff.*
- 5. The site survey data was collected using the CGVD28 vertical datum and horizontal control is NAD83(CSRS) UTM Zone 11N. For establishing of benchmarks and elevation control for the FCL, the reference vertical datum must be used.*
- 6. The existing rock wall condition is maintained or improved if future degradation or erosion occurs.*

*The proposed single-family dwelling floodplain setback can be reduced from 7.5 m to 4.17 m provided that the above recommendations are implement into the final building design.*

#### Alternative:

Conversely, it is noted that the OCP speaks to preventing or minimizing “property damage as a result from natural hazards” and to discouraging “development of land susceptible to flooding”. In this instance, other options appear to be available to the applicant such as elevating the building above the flood construction level.

#### Summary:

In summary, and based upon the recommendations contained within the flood protection report, Administration is recommending that the floodplain exemption request be approved, and that the applicant enter into a statutory covenant in order to “save harmless” the Regional District in the event of future flood events.

#### **Financial Implications:**

Financial implications have been considered and none were found.

#### **Communication Strategy:**

No communication strategy is proposed as this is not required under the *Local Government Act* in relation to a floodplain exemption request.

---

**Site Context:**

The subject property is approximately 300 m<sup>2</sup> in area and is situated on the south side of Mill Road, approximately 1.1 km north from the Naramata Village Centre. The property is understood to contain one (1) accessory building.

The surrounding pattern of development is generally characterised by residential parcels and agriculture.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted**

Colin Martin

Colin Martin  
Planner I

**Endorsed by:**

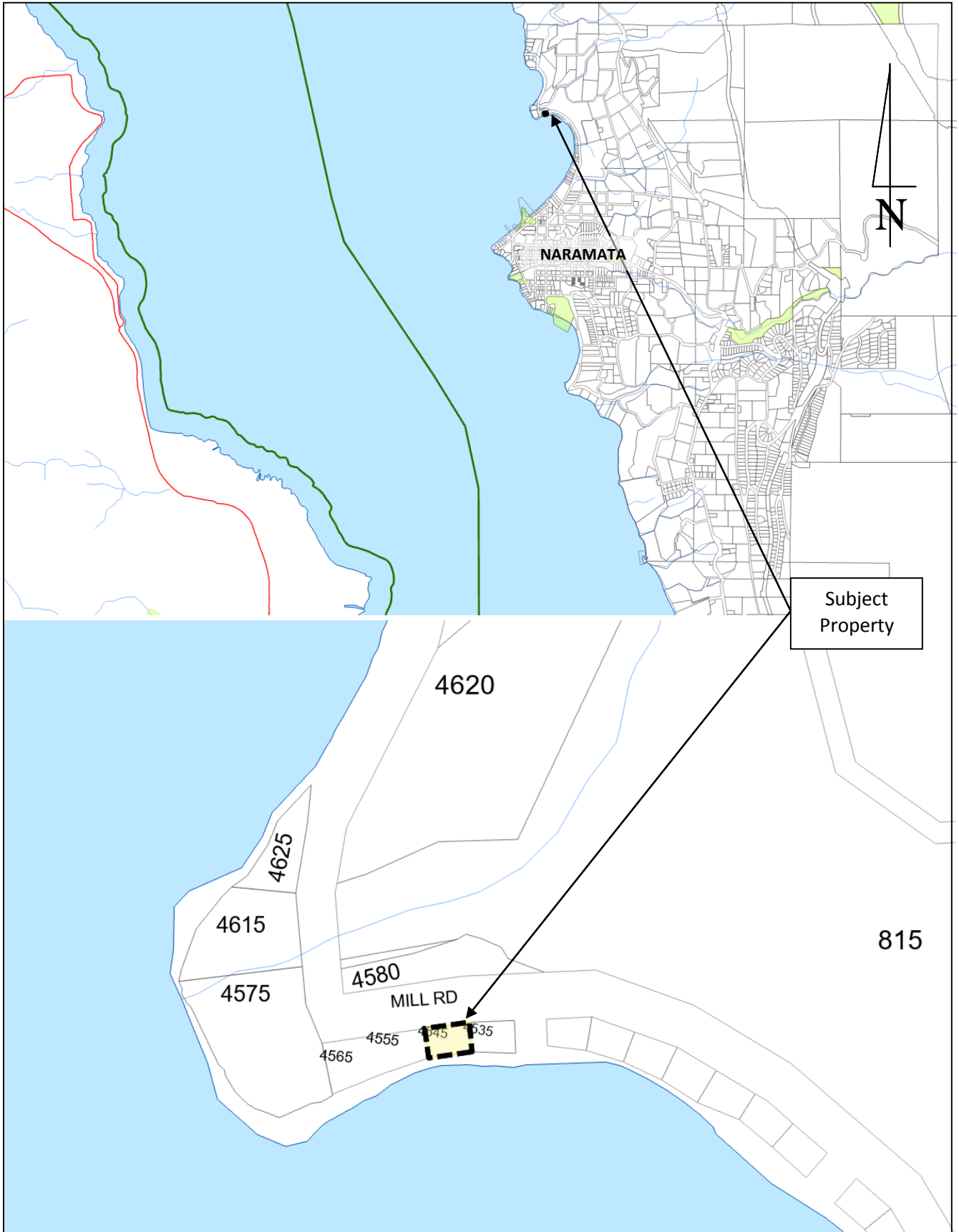
\_\_\_\_\_  
C. Garrish  
Senior Manager of Planning

**Endorsed by:**

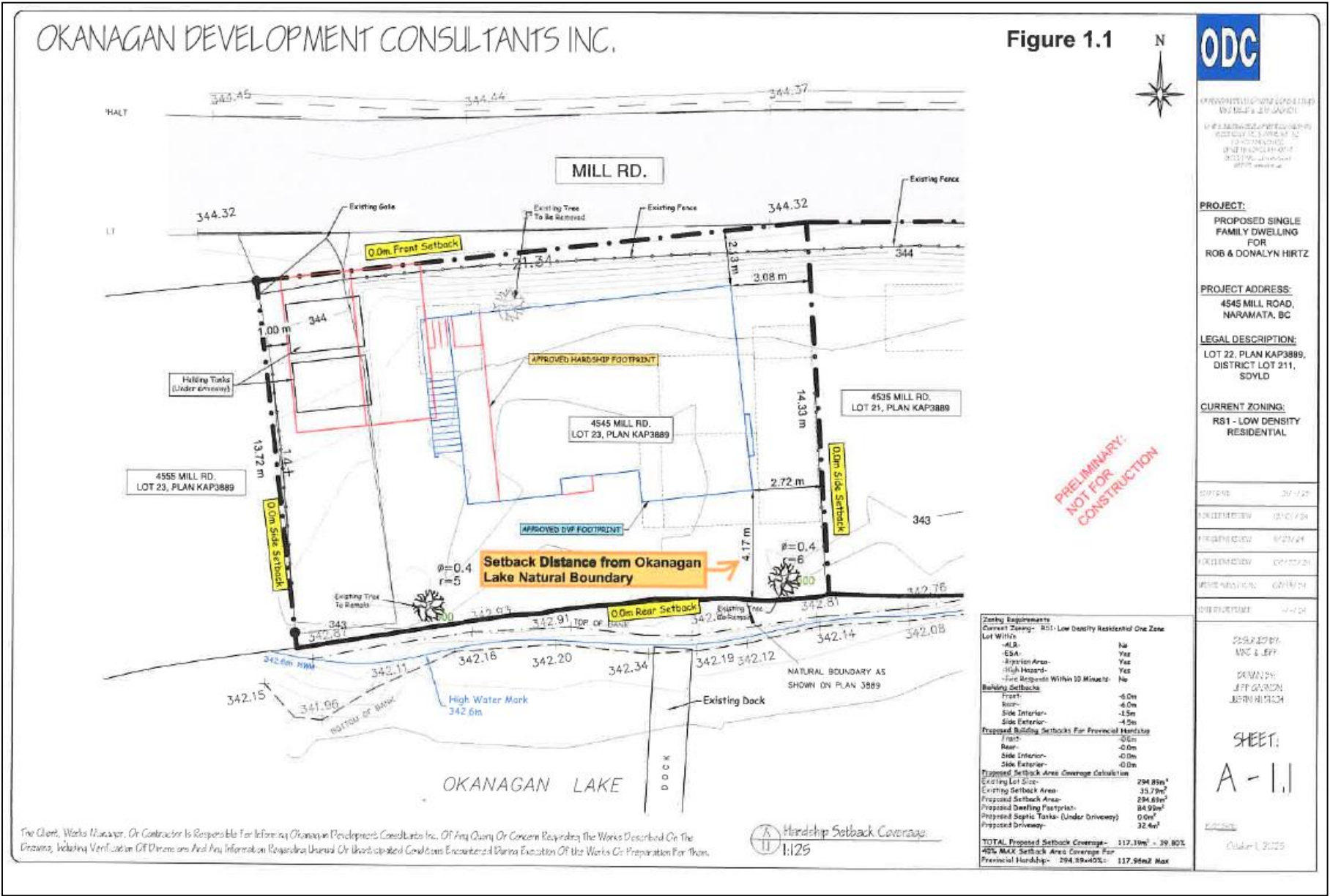
Allen Fillion  
A. Fillion  
Managing Director, Dev. & Infrastructure

- Attachments:    No. 1 – Context Maps  
                          No. 2 – Applicant’s Site Plan  
                          No. 3 – Applicant’s Elevations  
                          No. 4 – Aerial Photo (2025)

Attachment No. 1 – Context Maps

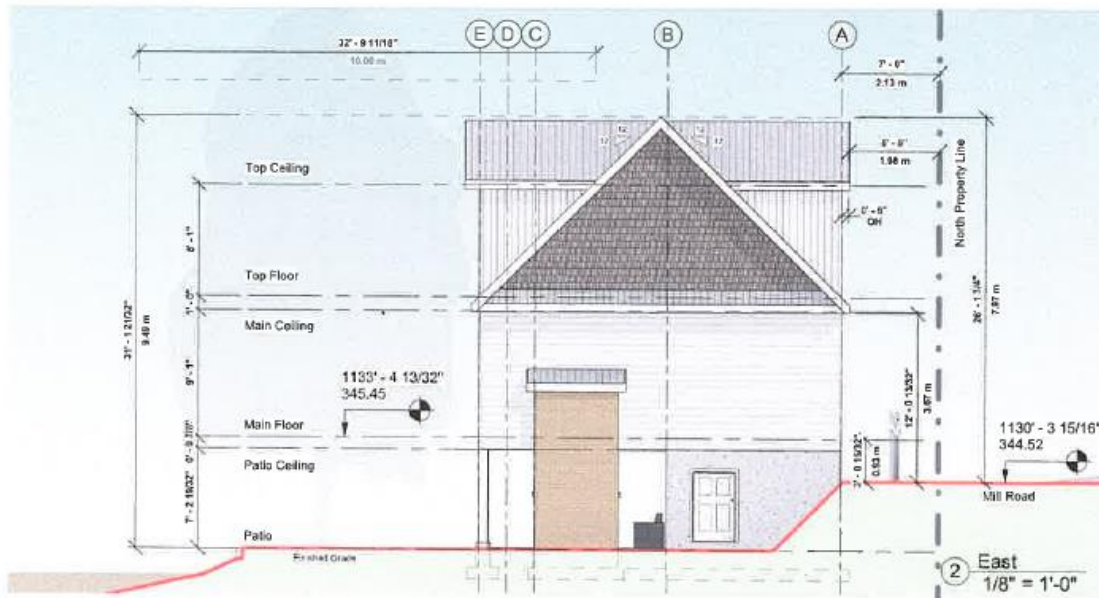
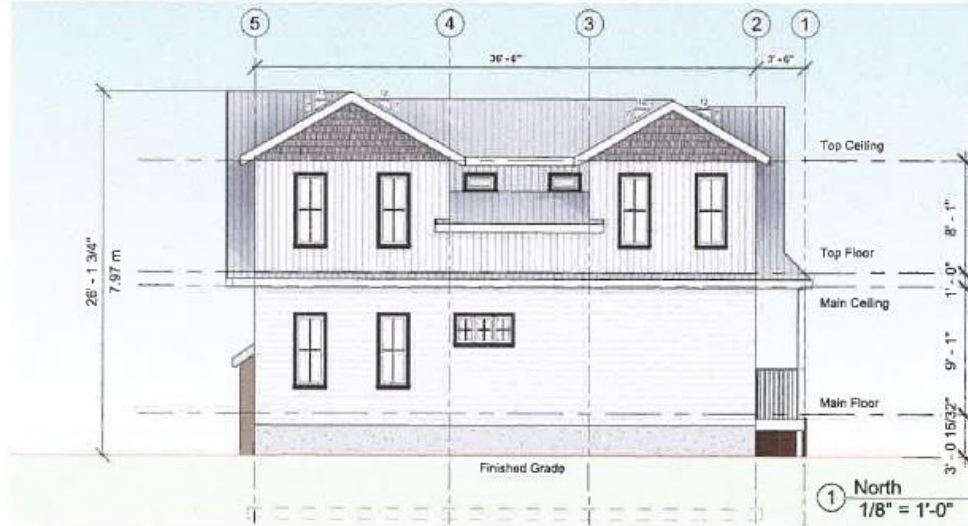


Attachment No. 2 – Applicant's Site Plan



Attachment No. 3 – Applicant’s Elevations

Figure 1.2



**Average Grade Calculation**

<b>North Wall Height</b>	7.91m
<b>East Wall Height</b>	9.5m
<b>South Wall Height</b>	9.5m
<b>West Wall Height</b>	9.5m
<b>Average Finished Grade</b>	$9.5 \times 4 + 7.97 = 38.484$ $= 9.12m$ (10m MAX)

PRELIMINARY  
ISSUED FOR DVP NOT  
FOR CONSTRUCTION

**Floor Area Calculations**

Main Floor-	872sq.ft.
Top Floor-	574sq.ft.
<b>Total Area-</b>	<b>1446sq.ft.</b>
Covered Patio Area-	420sq.ft.
Main Floor Deck-	50sq.ft.
Top Floor Deck-	80sq.ft.

ODC

OCCUPANCY DEVELOPMENT CONSULTANTS  
1833 WEST 4TH AVENUE  
VANCOUVER, BC V6J 1R6  
TEL: 604-271-0000  
WWW.ODCCON.COM

PROJECT  
**PROPOSED SINGLE FAMILY DWELLING FOR ROB & DONALYN HIRTZ**

PROJECT ADDRESS  
**4545 MILL ROAD NARAMATA BC**

DATE:	07/23
ISSUE FOR DVP:	07/24
	07/24
ISSUED FOR P/P:	07/27/24
REVISIONS:	-/24

DESIGNED BY:  
MICHELLE J. BERTSCH

DRAWN BY:  
JIT SARDY  
JOHN HERTZ

SHEET:  
A3.0

DATE:  
FEBRUARY 22, 2024

Attachment No. 4 – Aerial Photo (2025)



## TECHNICAL MEMORANDUM

<b>Date:</b>	March 12, 2026	<b>File No.</b>	2025.027.001
<b>To:</b>	Rob Hirtz	<b>From:</b>	Watershed Engineering Ltd.
<b>Client:</b>	Rob Hirtz – Property Owner		
<b>Project Name:</b>	4545 Mill Road		
<b>Reference:</b>	Flood Hazard Assessment for Floodplain Exemption		

### 1. BACKGROUND

Watershed Engineering Ltd. was retained by Rob Hirtz to prepare a Flood Hazard Assessment to support a floodplain exemption application for the property located at 4545 Mill Road in Naramata, British Columbia, hereafter referred to as “the site”. The site is defined with the following legal address:

- Lot 22, Plan KAP3889, District Lot 211, Similkameen Division of Yale Land District (SDYD), with Parcel Identifier (PID): 010-694-471

The site is bounded by the Okanagan Lake shoreline to the south and by Mill Road to north. Refer to Figure 1.0 for a delineation of the project site area complete with the civic address and legal parcel description. The property owner is proposing the development of a single-family dwelling on the site, which is located within the floodplain extent of Okanagan Lake as defined under the Regional District of Okanagan-Similkameen (RDOS) *Schedule G – Hazard Lands – Floodplain* of the *Electoral Area “E” - Naramata Official Community Plan (OCP) Bylaw No. 3010*. The purpose of completing a Flood Hazard Assessment for this project was to analyse the site-specific flood hazards and provide recommendations for mitigation options to ensure safe development of the proposed single-family dwelling and support the floodplain exemption application. The scope of Watershed Engineering’s work is as follows:

- Complete a background review of the site, proposed development plan, and all supporting information including studies and all applicable standards, guidelines, and bylaws relevant to the site flood hazard assessment.
- Conduct a site investigation to identify and assess design considerations and potential mitigation options
- Conduct a bathymetric survey to determine the topography of Okanagan Lake leading up to the shoreline of the site
- Prepare a site-specific wind-wave analysis based on the projected design instantaneous peak lake level for Okanagan Lake. The projected Okanagan Lake design level was determined by Northwest Hydraulic Consultants Ltd. (NHC) for the Okanagan Basin and Water Board (OBWB) in their 2020 *Okanagan Mainstem Floodplain Mapping* report, which was referenced to determine the flood hazards mapping for *Schedule G* of the *OCP Bylaw No. 3010*.

- Develop design mitigation options for the proposed development based on results of the wind-wave analysis.
- Prepare a technical memorandum outlining the methodology, results, and recommendations of the flood hazard assessment to supplement and support the floodplain exemption for construction within the designated floodplain setback line.

Information about the proposed development plan relevant to the flood hazard assessment is as follows:

- Development Footprint: 100.70 m<sup>2</sup>
- Development Setback Distance from Lakeshore (shortest distance): 4.17 m
- Main Floor Elevation: 345.45 m

Refer to Figure 1.1 and Figure 1.2 for the proposed development plan of the site outlining the setbacks and the proposed main floor elevation, respectively. The Okanagan Lake natural boundary is defined along the edge of the rock wall / edge of the manicured grass area along the southern property boundary (Cassidy, 2025). The Okanagan Lake natural boundary was established prior to the subdivision of land which created the properties 4535 and 4545 Mill Road, therefore the lake natural boundary location applies to both properties. The RDOS *Okanagan Valley Zoning Bylaw No. 2800* outlines that no building or structure shall be located within 7.5 metres of the natural boundary of any lake. The proposed development is setback 4.17 m from the Okanagan Lake natural boundary and is therefore within the designated floodplain setback distance; requiring a floodplain exemption application accompanied by the following flood hazard assessment analysis and mitigation recommendations to ensure safe development of the site.

## 1.1 Technical Standards and Guidelines

The RDOS *Okanagan Valley Zoning Bylaw No. 2800* provides floodplain regulations for development in Naramata, and the RDOS *OCP Bylaw No. 3010* provides guidance on flood hazard management for development in Naramata. NHC's 2020 *Okanagan Mainstem Floodplain Mapping* report provides a comprehensive analysis and summary for the projected Okanagan Lake design lake level which forms the basis of the Schedule G – Hazard Lands – Floodplain mapping for Naramata. The following includes all technical standards and resources used to develop the methodology and recommendations in this memorandum:

- RDOS Okanagan Valley Zoning Bylaw No. 2800 (2022, last amended March 2026)
- RDOS Electoral Area "E" - Naramata OCP Bylaw No. 3010 (2023, last amended October 2025)
- Schedule G – Hazard Lands – Floodplain – Electoral Area "E" OCP Bylaw No. 3010 (October 2023)
- RDOS Website – Development Services – Planning – Application Forms & Resources – Floodplain Exemptions (accessed March 2026)
- OBWB Okanagan Mainstem Floodplain Mapping (March 2020)
- 4545 Mill Road Riparian Area Protection Regulation (RAPR) Assessment Report (March 2025)
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development (MFLNRO) – Flood Hazard Land Use Management Guidelines (May 2004, last amended January 2018)
- MFLNRO – Coastal Floodplain Mapping Guidelines and Specifications (June 2011)
- Engineers and Geoscientists of British Columbia (EGBC) – Guidelines for Legislated Flood Assessments in a Changing Climate in BC (Version 2.1, August 2018)
- US Army Corps of Engineers Coastal Engineering Manual Part – IV (2011)

## 1.2 Site Inspection

A site inspection was completed by Caleb W. Pomeroy, P.Eng. and Christopher Foerderer, E.I.T. on March 11, 2026. The purpose of the inspection was to review the existing site conditions, review the shoreline bathymetry, and note any concerns relevant to the proposed development layout relative to the flood hazard from Okanagan Lake. Refer to Appendix A for the site inspection photographs. Notable observations from the inspection are as follows:

- The rock wall along the southern property boundary appears to be poor condition and should not be relied upon for long-term erosion protection of the property (Photos 3 & 4).
- Erosion of the shoreline without mitigation could cause slope regression into the property, reducing the offset to the natural boundary.
- There is a shallow bench along the littoral zone extending into the bay from the Natural Boundary of the subject property.
- Evidence of erosion and past mitigation was noted on the shoreline extending east and west from the subject property.
- Existing grade on the property appears low and would be partially inundated during the design event.

## 2. RELEVANT DOCUMENT REVIEW SUMMARY

The following includes key background information, findings, and recommendations:

- Okanagan Valley Zoning Bylaw No. 2800:
  - **Section 10.1.1:** The following land is designated as a floodplain:
    - c) any land that is less than 1.5 metres above the natural boundary of any other watercourse.
  - **Section 10.1.2:** The flood construction level for land designated as a floodplain in section 10.1.1 is:
    - d) Okanagan Lake: 343.66 m Geodetic Survey of Canada (GSC) datum.
  - **Section 10.2.3:** Despite any other provisions of this Bylaw, no building or structure shall be located within 7.5 metres of the natural boundary of any lake, pond or marsh, or the top of bank where the bank is within 7.5 metres of the natural boundary of any lake, pond or marsh.
  - **Section 10.4.1:** No person shall place any structural support for a habitable area or fill required to support a habitable area on land within a floodplain setback area under Section 10.2.
  - **Section 10.4.2:** No person shall construct, reconstruct, move or extend a floor system or pad which supports a habitable area, such that the underside of the wooden floor system or the top of the pad or the ground surface on which it is located, is lower than the flood construction levels specified in Section 10.1.
  - **Section 10.4.6:** The following developments and uses are excluded from the requirements of the floodplain management regulations specified in Sections 10.4.2 and 10.4.3:
    - b) that portion of a building or structure to be used as a carport or garage.
- RDOS Website – Development Services – Planning – Application Forms & Resources – Floodplain Exemptions:
  - If your property is within the designated floodplain an exemption may be required if you intend to build with a floor elevation lower than the Flood Construction Level, or within the Floodplain

Setback Line. Applications for a Floodplain Exemption require the submission of an application fee, completed application form and supporting documentation (i.e. site plans) as well as the submission of a professional report prepared by a suitably qualified individual (i.e. registered engineer or geoscientist). If an exemption is granted, a covenant stating the conditions for exemption is placed on the title of the affected property.

- RDOS OCP Bylaw No. 3010:
  - **Section 18.5: Flood Hazard Management:** The flood hazards now included at Schedule 'G' (Hazard Lands – Floodplain) are based on the mapping prepared by the OBWB in 2020 and the 1994 Naramata fan study.
  - **Section 18.5.1: The Regional Board:**
    3. Requires that where land subject to flooding is to be developed and no alternative land is available, construction and siting of buildings and manufactured homes to be used for habitation, business, industry, or the storage of goods damageable by floodwaters shall comply with the floodplain regulation of the Zoning Bylaw with any relaxation subject to the recommendations of a report prepared by a qualified Professional Engineer or Geoscientist, where applicable.
    4. Supports minimizing exposure to future flood damage by avoiding development adjacent to Okanagan Lake or by implementing flood mitigation measures.
    5. Supports mitigating the impacts of potential flooding on buildings and properties in the floodplain area and affected by groundwater through design and site grading prior to construction as per the recommendations of a report prepared by a qualified Professional Engineer or Geoscientist.
- EGBC Legislated Flood Assessments in a Changing Climate in BC:
  - **Appendix F: F2.2.2:** Where a proposed building site is located in an area adjacent to a creek, river, lake, or ocean that is not protected by a Dike, the need for both Dike works and Mitigation Measures must be considered. In general, new buildings should be considered for unprotected floodplains only if:
    - i) The local government has adopted an appropriate bylaw or land use regulation that provides for building Construction with knowledge of the Flood Hazard, or the Qualified Professional concludes that the site may be suitable for intended use.
    - ii) The FCL should be at the 200-year return period flood level plus Freeboard (0.3 m for instantaneous peak floods and 0.6 m for daily peak floods).
    - iii) Particular attention needs to be given to specification of appropriate on-site Mitigation Measures such as foundation design, method of achieving FCL, and site grading.

### 3. FLOOD CONSTRUCTION LEVEL

In accordance with the recommendations in the 2020 *Okanagan Mainstem Floodplain Mapping Project*, site-specific wave runup analysis by a Qualified Professional may be warranted to refine the generalized wave effects determined for Okanagan Lake, which could increase or decrease the FCL by as much as a metre (Northwest Hydraulic Consultants Ltd., 2020). Additionally, the MFLNRO *Coastal Floodplain Mapping – Guidelines and Specifications* (2011) outlines that a Building Code or Standard does not exist in Canada for coastal processes and procedures; therefore, estimation of expected wave effect(s) should be

determined using recognized engineering reference documents for guidance, along with engineering judgement for best management practice.

To determine the wave effect on the design flood event, the approach followed in this assessment was to use the Canadian Dam Association (CDA) *Dam Safety Guidelines 2007 (2013 Edition)* and C.D. Smith’s *Hydraulic Structures (1995)* for wind setup and wave runup determination. The Flood Construction Level was determined by applying the determined wave effect to the NHC (2020) projected design instantaneous peak Okanagan Lake level, which was selected as the design event, and applying the recommended Freeboard.

### 3.1 Design Event Peak Lake Level

NHC (2020) reports the recommended projected design event (adjusted for future climate change) as the 2017 event in mid-century with an elevation of 343.86 m in the CGVD2013 datum. The site development is referenced to the CGVD28 HTv2.0\_2002 datum and NHC (2020) recommends using Natural Resources Canada’s (NRCan’s) online tool GPS-H to convert between the CGVD2013 and CGVD28 HTv2.0\_2002 datum. Table 3-1 provides the site-specific information input into NRCan’s GPS-H tool to project the CGVD2013 datum lake elevation to the CGVD28 HTv2.0\_2002 datum.

**Table 3-1: CGVD 2013 to CGVD28 HTv2.0\_2002 Datum Lake Elevation Conversion**

Zone	Easting (m)	Northing (m)	CGVD2013 Elevation (m)	CGVD28 HTv2.0_2002 Elevation (m)
UTM11	312235.000	5498236.000	343.86	343.69

As outlined in Table 3-1, the peak lake level determined for the site during the design flood event is 343.69 m. The determined design flood event is reported by NHC (2020) as having an average recurrence interval that is slightly greater than the 500-year event.

### 3.2 Wind and Wave Analysis

A wind and wave analysis was performed to determine the site-specific wind and wave effects at the property. Wind data was obtained from NHC (2020) based on a wind analysis performed on Penticton wind station data. Table 3-2 shows the northerly and southerly wind speeds determined for the Penticton Station.

**Table 3-2: Northerly and Southerly Design Wind Speeds**

Average Return Interval (years)	Wind Speed at Penticton Station			
	Northerly		Southerly	
	(m/s)	(km/hr)	(m/s)	(km/hr)
1	12.3	44.3	16.6	59.8
2	13.8	49.7	17.7	63.7
5	15.4	55.4	18.9	68.0
<b>10</b>	<b>16.5</b>	<b>59.4</b>	<b>19.8</b>	<b>71.3</b>
20	17.6	63.4	20.6	74.2
50	19	68.4	21.6	77.8
100	20.0	72.0	22.4	80.6
200	21.1	76.0	23.2	83.5

The CDA *Dam Safety Guidelines 2007 (2013 Edition)* define a significant consequence classification dam as having an Inflow Design Flood with a recurrence interval between 100 and 1000 years and suggest that a 10-year wind velocity be utilized for minimum freeboard calculations at this classification. Given that the selected design flood event has an average recurrence interval slightly greater than the 500-year event, the 10-year Penticton wind velocity was selected for analysis based on the assumption that the design event’s return period is somewhere between 500 and 1000 years. The wind speed selected for analysis was the 10-year southerly wind of 19.8 m/s.

The 10-year wind speed was used to calculate the wind setup, significant wave height, and wavelength resulting from wind blowing over the water. The equations used for calculations are as follows (Smith, 1995):

For Wind Setup:

$$S = \frac{FV^2}{63000D}$$

Where:

- S = Wind tide or Setup (m)
- F = Fetch length (km)
- V = Wind velocity over water corrected for fetch length (km/hr)
- D = Average reservoir depth over fetch length (m)

For Significant Wave Height:

$$H_w = 0.00513V^{1.06}F_e^{0.47}$$

$$F_e = KL$$

Where:

- $H_w$  = Significant wave height (m)
- $V$  = Design wind velocity (km/h)
- $F_e$  = Effective fetch length (km)
- $L$  = Maximum straight unobstructed water length facing the dam (km)
- $K$  = Fetch correction factor based on the relation between the average reservoir width (in km) and  $L$

Based on the CDA (2013) recommendations for freeboard calculations, an additional factor of 1.37 is applied to the calculated significant wave height to determine the design wave height, which is the average of the highest 5% of waves.

For Wavelength:

$$L_o = 0.187V^{0.88}F_e^{0.56}$$

Where:

- $L_o$  = Wavelength (m)
- $V$  = Design wind velocity (km/hr)
- $F_e$  = Effective fetch length (km)

A bathymetric survey was conducted to determine the slope of Okanagan Lake leading up to the site shoreline. Wavelength is used in conjunction with the embankment slope (Okanagan Lake slope leading up to shoreline) to determine the relative runup ratio of the wave (Smith, 1995). The relative runup ratio is then multiplied to the design wave height to determine the wave runup on the shoreline. Table 3-3 summarizes the results for the wind and wave analysis.

**Table 3-3: Wind and Wave Analysis Results**

Design Wind Frequency	10-year
Wind Setup (m)	0.021
Significant Wave Height (m)	0.89
Wave Runup (m)	0.38
Wind Setup + Wave Runup (m)	0.40

### 3.3 Site-Specific Flood Construction Level

The site-specific FCL was computed as the design peak lake level plus wind setup, wave runup, and an additional 0.6 m of freeboard, as determined by NHC (2020). Table 3-4 summarizes the design peak lake level, wind setup, wave runup and freeboard, along with the determined FCL for the site.

**Table 3-4: Input Parameters and Site-Specific Flood Construction Level**

Design Peak Lake Level (m)	343.69
Wind Setup + Wave Runup (Wave Action) (m)	0.40
Design Peak Lake Level + Wave Action (m)	344.09
Freeboard (m)	0.6
Flood Construction Level (m)	<b>344.69</b>

## 4. DISCUSSION

The proposed building main floor elevation is set at an elevation of 345.45 m, which is above the determined site flood construction level of 344.69 m. The proposed development plan demonstrates that the foundation of the building is likely to be subject to wave action during the design event peak lake level. The 2014 American Society of Civil Engineers (ASCE) *Flood Resistant Design and Construction* standard defines flood hazard areas along lakes as “A Zones” where wave heights are less than 3 feet (0.9 m). Based on this definition, the site can be classified under “Zone A” as it is on the shoreline of a lake and the wave height is less than 0.9 m.

Structural fill should be used only in flood hazard areas not susceptible to high velocity wave action and structural fill used for foundation support and protection should be properly designed, constructed and protected (American Society of Civil Engineers, 2014). The U.S. Army Corps of Engineers’ *Coastal Engineering Manual* provides guidelines on calculating localized scour depth on structures resulting from wave exposure. The following relationship for scour depth around structures was used to estimate the localized scour depth at the site’s foundation (USACE, 2011):

$$S_m = H_m$$

Where:

- $S_m$  = Maximum scour depth at a vertical wall (Maximum scour occurs when the vertical wall is located around the plunge point of the breaking wave)
- $H_m$  = Nonbreaking significant wave height wave height (0.89m)

Based on the above relationship the total estimated scour depth due to wave action is 0.89 m.

Based on observations noted during the site inspection, the rock wall located along the southern property boundary is not likely to provide long-term erosion and encroachment protection from Okanagan Lake. The analysis and recommendations provided in this report are based on existing site conditions. Potential future encroachment of the Okanagan Lake natural boundary into the site caused by erosion of the rock wall will alter site conditions, and therefore must be actively monitored and addressed if apparent.

## 5. RECOMMENDATIONS

The technical analysis completed in this study has determined the flood construction level and shoreline impacts due to wave action and demonstrates that although a flood hazard is present, the property can be safely developed for its intended use provided the following recommendations are implemented. A flood assurance statement is provided in Appendix B.

1. The flood construction level which includes the mid-century adjusted 2017 flood of record, wind setup, wave runup, and 0.6 m freeboard is 344.69 m for the subject property.
2. The foundation is to be designed by a structural and geotechnical engineer based on the flood construction level of 344.69 m and estimated scour depth of 0.89 m due to wave action outlined in this report.
3. The geotechnical design for bearing capacity of the foundation is to consider saturated conditions.
4. The structural design of the foundation is to consider wave forces, pressures and runup.
5. The site survey data was collected using the CGVD28 vertical datum and horizontal control is NAD83(CSRS) UTM Zone 11N. For establishing of benchmarks and elevation control for the FCL, the referenced vertical datum must be used.
6. The existing rock wall condition is maintained or improved if future degradation or erosion occurs.

The proposed single-family dwelling floodplain setback can be reduced from 7.5 m to 4.17 m provided that the above recommendations are implemented into the final building design.

## 6. CLOSURE

We trust this memo meets your requirements. Should you have any questions, please contact the undersigned.

Sincerely,

**Watershed Engineering Ltd.**

Prepared by:

Prepared by:



Caleb W. Pomeroy, P.Eng., PMP  
Principal Engineer  
Direct Line: 250.803.1150  
caleb.pomeroy@watershedengineering.ca  
Permit to Practice No.: 1000852



Christopher Foerderer, E.I.T.  
Hydrotechnical Engineer in Training  
Direct Line: 778.363.1129  
chris.foerderer@watershedengineering.ca  
Permit to Practice No.: 1000852

Reviewed by: \_\_\_\_\_



David Holla, P.Eng.  
Senior Water Resources Engineer  
Permit to Practice No.: 1000852

## 7. REFERENCES

- American Society of Civil Engineers. (2014). *Flood Resistant Design and Construction*. ASCE Standard, Structural Engineering Institute. Retrieved 2026
- Canadian Dam Association. (2013). *Dam Safety Guidelines 2007 (2013 Edition)*. Technical Guideline. Retrieved 2026
- Cassidy, D. W. (2025). *Riparian Area Protection Regulation (RAPR) Assessment Report for 4545 Mill Road, Naramata, BC*. Prepared by: Valley Environmental. Retrieved 2026
- Engineers and Geoscientists of British Columbia. (2018). *Legislated Flood Assessments In A Changing Climate In BC*. Professional Practice Guidelines. Retrieved 2026, from <https://www.egbc.ca/getmedia/f5c2d7e9-26ad-4cb3-b528-940b3aaa9069/Legislated-Flood-Assessments-in-BC.pdf.aspx>
- Federal Emergency Management Agency. (2011). *Coastal Construction Manual: Principles and practices of planning, siting, designing, constructing, and maintaining residential buildings in coastal areas*. U.S. Department of Homeland Security. Retrieved 2026, from [https://www.fema.gov/sites/default/files/2020-08/fema55\\_voli\\_combined.pdf](https://www.fema.gov/sites/default/files/2020-08/fema55_voli_combined.pdf)
- Government of British Columbia. (2004). *Flood Hazard Land Use Management Guidelines*. Ministry of Forests, Lands, Natural Resource Operations and Rural Development. Retrieved 2026, from [https://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/integrated-flood-hazard-mgmt/flood\\_hazard\\_area\\_land\\_use\\_guidelines\\_2017.pdf](https://www2.gov.bc.ca/assets/gov/environment/air-land-water/water/integrated-flood-hazard-mgmt/flood_hazard_area_land_use_guidelines_2017.pdf)
- Ministry of Forests, Lands and Natural Resource Operations. (2011). *Coastal Floodplain Mapping - Guidelines and Specifications*. Prepared By: Kerr Wood Leidal Associates Ltd., Prepared For: Ministry of Forests, Lands and Natural Resource Operations. Retrieved 2026, from

[https://www.env.gov.bc.ca/wsd/public\\_safety/flood/pdfs\\_word/coastal\\_floodplain\\_mapping-2011.pdf](https://www.env.gov.bc.ca/wsd/public_safety/flood/pdfs_word/coastal_floodplain_mapping-2011.pdf)

Northwest Hydraulic Consultants Ltd. (2020). *Okanagan Mainstem Floodplain Mapping*. Prepared By: Northwest Hydraulic Consultants Ltd. (NHC), Prepared For: Okanagan Basin Water Board (OBWB). Retrieved 2026

Regional District of Okanagan-Similkameen. (2022). *Okanagan Valley Zoning Bylaw No. 2800*. Retrieved 2026, from <https://www.rdos.bc.ca/assets/bylaws/planning/AreaX/2800-1.pdf>

Regional District of Okanagan-Similkameen. (2023). *Electoral Area "E" - Naramata Official Community Plan Bylaw No. 3010*. Retrieved 2026, from <https://www.rdos.bc.ca/assets/bylaws/planning/AreaE/3010A.pdf>

Regional District of Okanagan-Similkameen. (2023). *Schedule "G" - Hazard Lands - Floodplain - Electoral Area "E" Official Community Plan Bylaw No. 3010*. Retrieved 2026, from <https://www.rdos.bc.ca/assets/bylaws/planning/AreaE/3010G.pdf>

Regional District of Okanagan-Similkameen. (2026, March 10). *Regional District of Okanagan-Similkameen*. Retrieved from Floodplain Exemptions: <https://www.rdos.bc.ca/development-services/planning/application-forms-resources/floodplain-exemptions/>

Smith, C. D. (1995). *Hydraulic Structures*. Saskatoon. Retrieved January 2026, from <http://hdl.handle.net/10388/13272>

USACE. (2011). *Coastal Engineering Manual, EM 1110-2-1100, Part VI – Design of Coastal Project Elements, Chapter 5*.

## LIST OF FIGURES

Figure 1.0 – Site Plan with Civic and Legal Addresses

Figure 1.1 – Proposed Development Plan Outlining Setbacks

Figure 1.2 – Proposed Development Plan Outlining Building Main Floor Elevation

## LIST OF APPENDICES

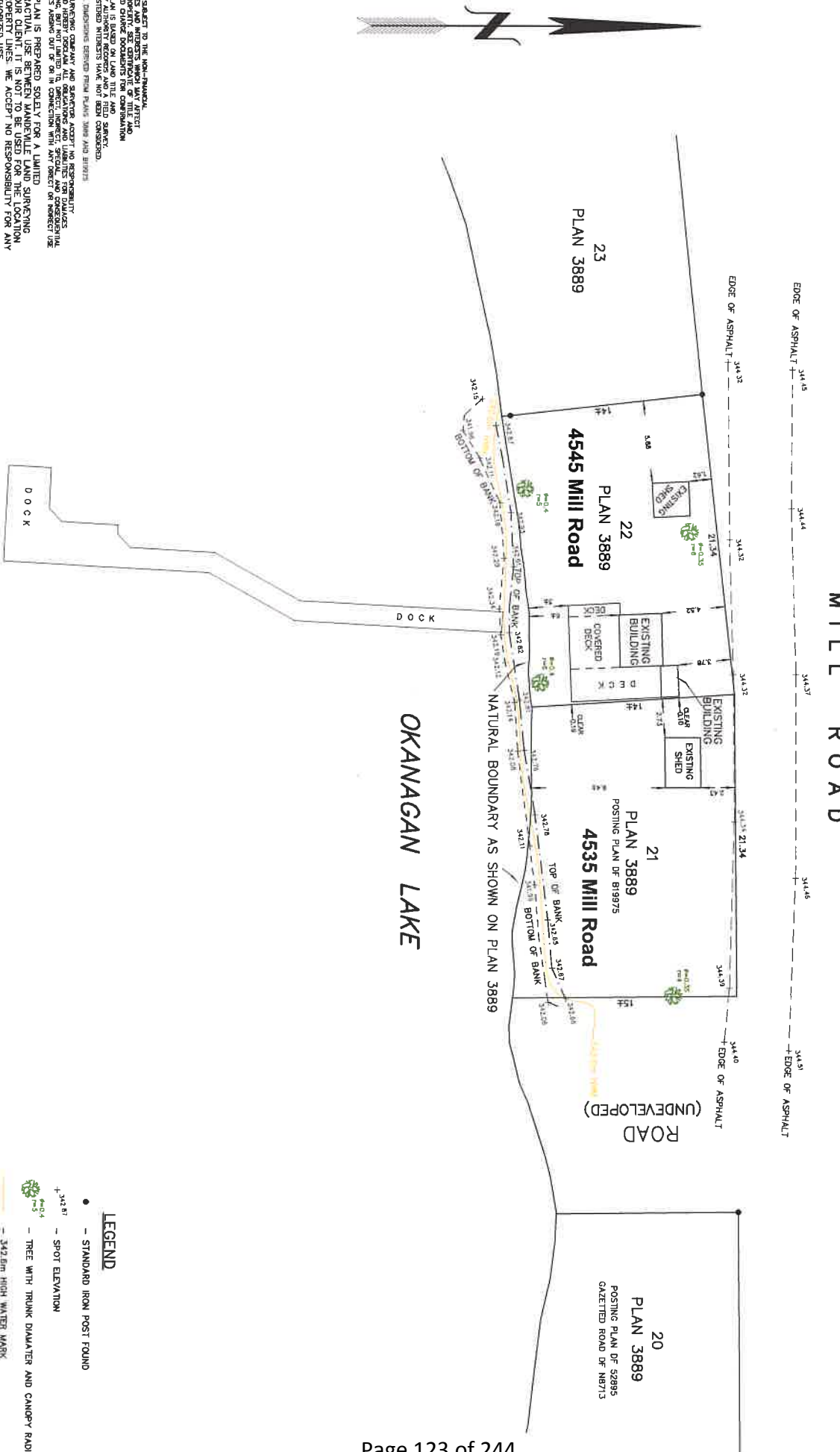
Appendix A – Site Inspection Photographs

Appendix B – Flood Assurance Statement

Figure 1.0

SITE PLAN SHOWING CERTAIN FEATURES OF PART OF LOT 21 AND LOT 22, DL 211, SDYD, PLAN 3889

CIVIC ADDRESS: 4535 AND 4545 MILL ROAD NARAMATA, B.C.  
 PID: 010-694-463 AND 010-694-471  
 SCALE 1:200



LEGEND

- - STANDARD IRON POST FOUND
- 342.87' - SPOT ELEVATION
- TREE WITH TRUNK DIAMETER AND CANOPY RADII
- 342.87m HIGH WATER MARK

NOTE: SUBJECT TO THE MANDATE, CHANGES AND INTERESTS MUST BE EFFECTED IN ACCORDANCE WITH THE REAL PROPERTY ACT AND RELATED CHARGE DOCUMENTS FOR CONVEYANCE. THIS PLAN IS BASED ON LAND TITLE AND SURVEY RECORDS AND UNRECORDED INTERESTS HAVE NOT BEEN CONSIDERED. PARTIAL DISCREPANCIES DERIVED FROM PLANS 3889 AND 3897. LAND SURVEYING COMPANY AND SURVEYOR ACCEPT NO RESPONSIBILITY FOR ANY HIDDEN OR LATENT DEFECTS OR DAMAGES THAT MAY BE DISCOVERED BY ANYONE AFTER THE DATE OF THIS PLAN. THIS PLAN IS PREPARED SOLELY FOR A LIMITED CONTRACTUAL USE BETWEEN MANDEVILLE LAND SURVEYING AND OUR CLIENT. IT IS NOT TO BE USED FOR THE LOCATION OF ANY OTHER INTERESTS OR FOR ANY UNAUTHORIZED USE. THE FIELD SURVEY REPRESENTED BY THIS PLAN WAS COMPLETED ON THE 13th DAY OF MAY, 2024. ROSS MANDEVILLE, BOLS 918

ELEVATIONS ARE GEODETIC (ORTHOMETRIC CONFORMED HTD) DERIVED FROM GNSS OBSERVATION AND LENA SMARTNET RTN PENTACON STATION. ALL DIMENSIONS ARE IN METRES AND DECIMALS THEREOF UNLESS OTHERWISE NOTED.

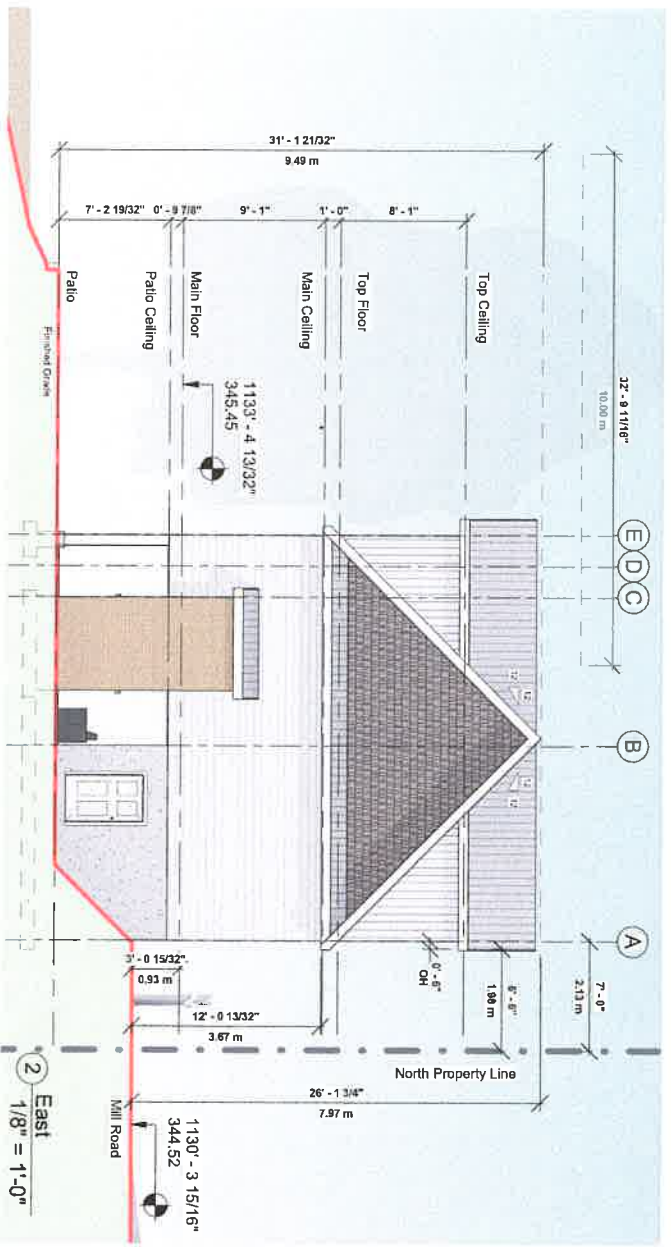
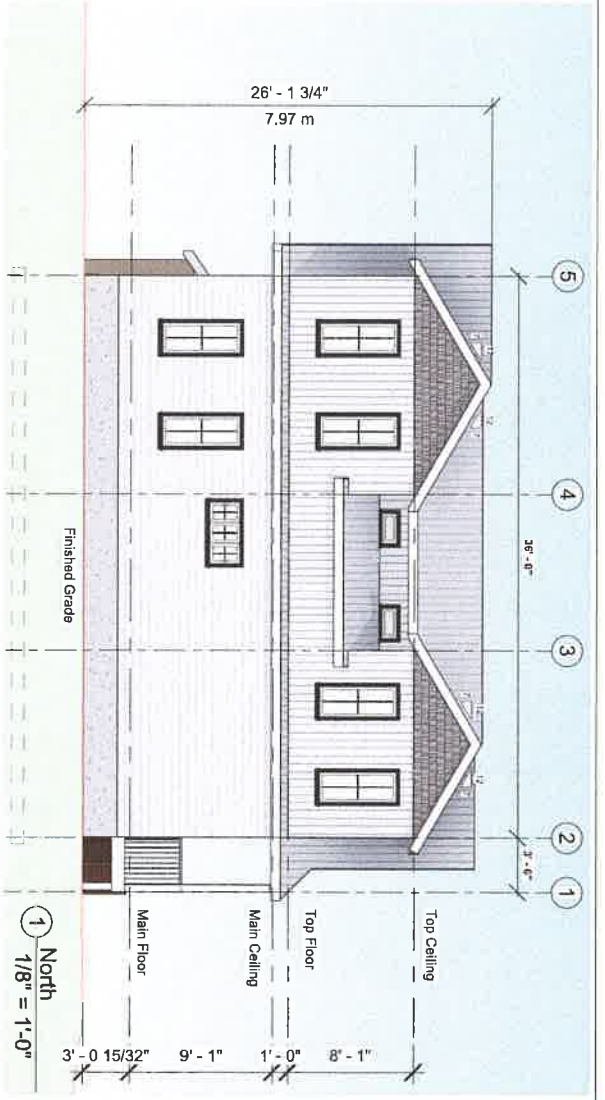
LEGAL BOUNDARIES SHOWN ARE BASED ON LIMITED EXISTING SURVEY EVIDENCE AND LAND TITLE OFFICE RECORDS. A FULL LEGAL SURVEY IS RECOMMENDED TO PROPERLY DEFINE BOUNDARIES.

THIS PLAN SHOWS THE NATURAL BOUNDARY ACCORDING TO PLAN 3889 AND MAY NOT REFLECT THE CURRENT EXTENT OF TITLE. THIS PLAN DOES NOT REFLECT AN OPINION ON THE TRUE LOCATION OF THE WATERWARD BOUNDARY OF THE LANDS.

**MANDEVILLE LAND SURVEYING INC.**  
 PROFESSIONAL B.C. AND CANADA LAND SURVEYORS  
 582 MARTIN STREET, PENTACON, B.C.  
 PH: 250-488-6377 WEB: MANDVINC.COM  
 FILE: 24-093 DWG: 24-093-SITE



Figure 1.2



**Average Grade Calculation**

North Wall Height	7.67m
East Wall Height	9.51m
South Wall Height	9.51m
West Wall Height	9.51m
Average Finished Grade	9.53 + 7.97 = 36.48/4 = 9.12m (10m MAX)

**Floor Area Calculations**

Main Floor-	872sq.ft
Top Floor-	574sq.ft
Total Area-	1446sq.ft
Covered Patio Area-	420sq.ft
Main Floor Deck-	50sq.ft
Top Floor Deck-	80sq.ft

PRELIMINARY  
ISSUED FOR DVP NOT  
FOR CONSTRUCTION

DATE: FEBRUARY 22, 2024

SHEET: A3.0

DESIGNED BY: JEFFERSON

PROJECT NO: 2023/24

DATE: 01/20/24

PROJECT: 4545 MILL ROAD NARAMATA BC

CLIENT: ROB & DONALYN HIRTZ



PROPOSED SINGLE FAMILY DWELLING FOR ROB & DONALYN HIRTZ

CONSTRUCTION CONTRACT

1000 WEST 10TH AVENUE, SUITE 1000  
VANCOUVER, BC V6H 3G7  
TEL: 604.271.1111  
WWW.ODC.COM

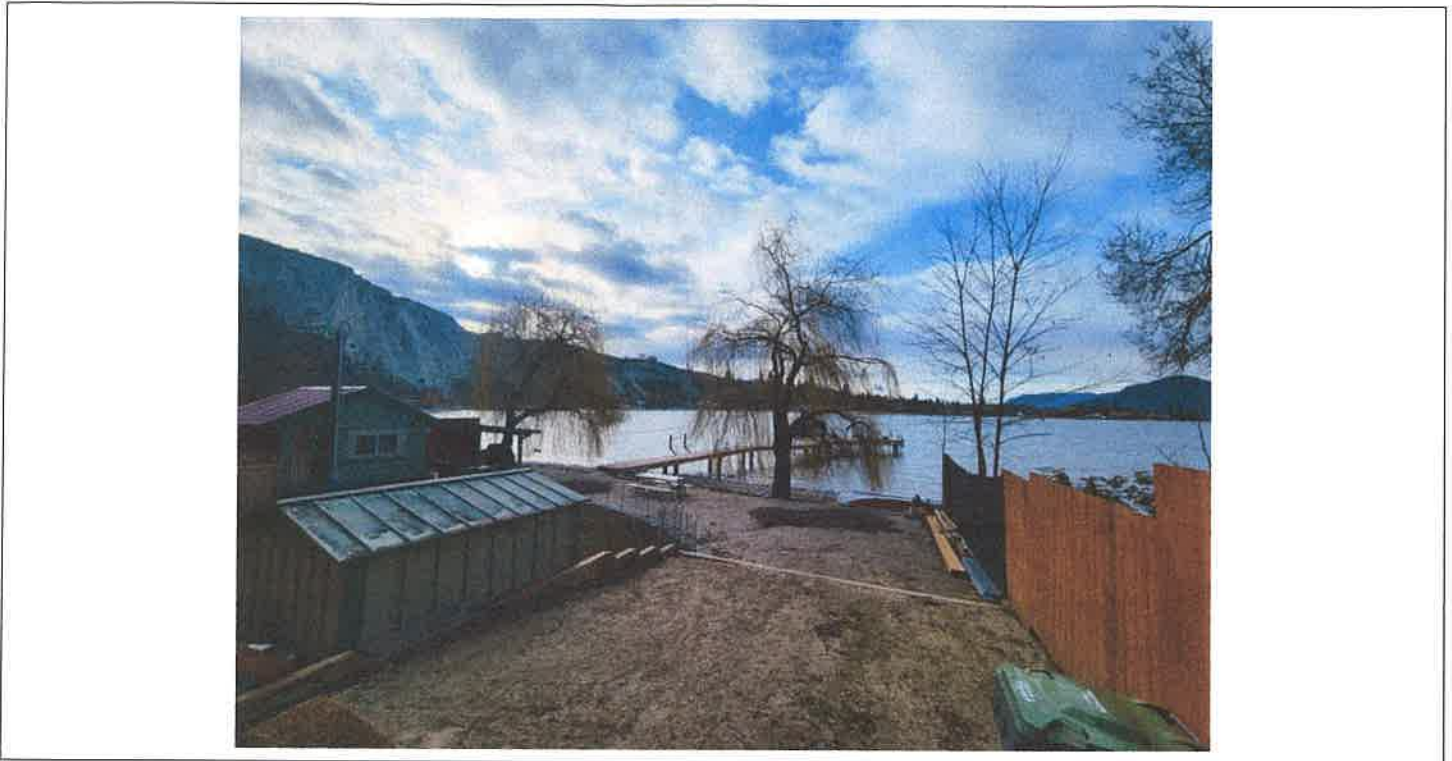


Photo 1: Property at 4545 Mill Road; taken from northwest property boundary; taken looking south

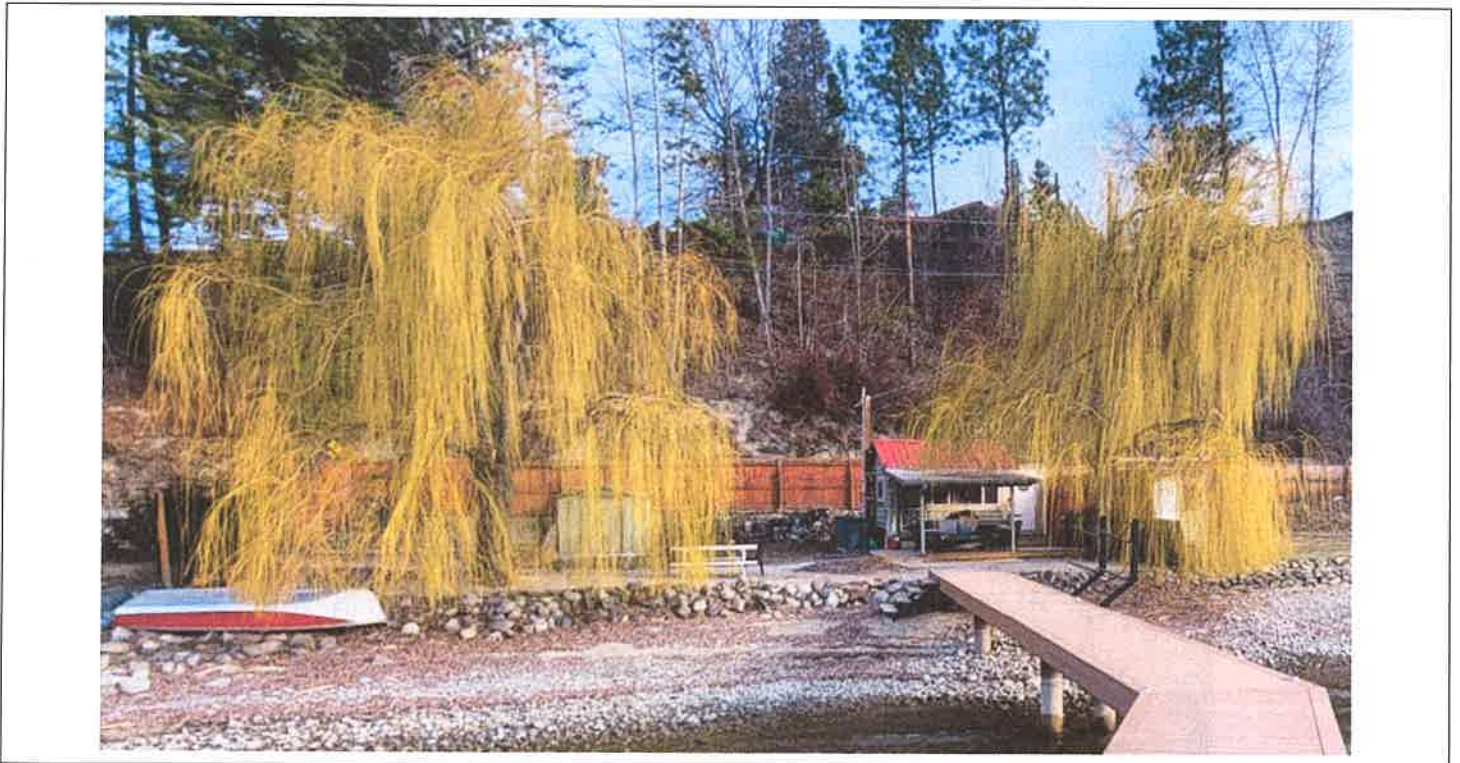


Photo 2: Okanagan Lake shoreline and rock wall along southern property boundary; taken from private dock belonging to the property, looking north



Photo 3: Property at 4545 Mill Road; taken from southeast corner of property looking northwest. Also pictured is the Okanagan Lake shoreline and rock wall along the southern property boundary, east of the private dock

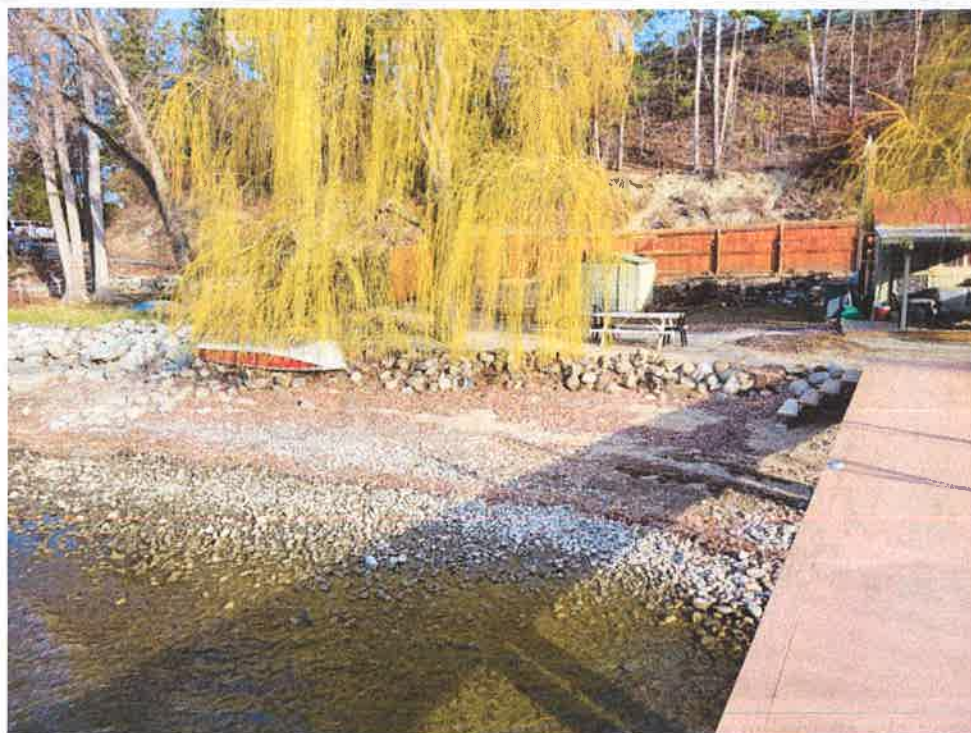


Photo 4: Okanagan Lake shoreline and rock wall along southern property boundary, west of the private dock; taken looking north

# Appendix B

## FLOOD ASSURANCE STATEMENT

Note: This statement is to be read and completed in conjunction with the current Engineers and Geoscientists BC *Professional Practice Guidelines – Legislated Flood Assessments in a Changing Climate in BC* ("the guidelines") and is to be provided for flood assessments for the purposes of the *Land Title Act*, Community Charter, or the *Local Government Act*. Defined terms are capitalized; see the Defined Terms section of the guidelines for definitions.

To: The Approving Authority

Date: March 12, 2026

Regional District of Okanagan-Similkameen

101 Martin Street Penticton, BC V2A 5J9

Jurisdiction and address

With reference to (CHECK ONE):

- Land Title Act* (Section 86) – Subdivision Approval
- Local Government Act* (Part 14, Division 7) – Development Permit
- Community Charter (Section 56) – Building Permit
- Local Government Act* (Section 524) – Flood Plain Bylaw Variance
- Local Government Act* (Section 524) – Flood Plain Bylaw Exemption

For the following property ("the Property"):

Lot 22 Plan 3889. 4545 Mill Road, Naramata, BC

Legal description and civic address of the Property

The undersigned hereby gives assurance that he/she is a Qualified Professional and is a Professional Engineer or Professional Geoscientist who fulfils the education, training, and experience requirements as outlined in the guidelines.

I have signed, sealed, and dated, and thereby certified, the attached Flood Assessment Report on the Property in accordance with the guidelines. That report and this statement must be read in conjunction with each other. In preparing that Flood Assessment Report I have:

[CHECK TO THE LEFT OF APPLICABLE ITEMS]

- 1. Consulted with representatives of the following government organizations:  
Regional District of Okanagan-Similkameen
- 2. Collected and reviewed appropriate background information
- 3. Reviewed the Proposed Development on the Property
- 4. Investigated the presence of Covenants on the Property, and reported any relevant information
- 5. Conducted field work on and, if required, beyond the Property
- 6. Reported on the results of the field work on and, if required, beyond the Property
- 7. Considered any changed conditions on and, if required, beyond the Property
- 8. For a Flood Hazard analysis I have:
  - 8.1 Reviewed and characterized, if appropriate, Flood Hazard that may affect the Property
  - 8.2 Estimated the Flood Hazard on the Property
  - 8.3 Considered (if appropriate) the effects of climate change and land use change
  - 8.4 Relied on a previous Flood Hazard Assessment (FHA) by others
  - 8.5 Identified any potential hazards that are not addressed by the Flood Assessment Report
- 9. For a Flood Risk analysis I have:
  - 9.1 Estimated the Flood Risk on the Property
  - 9.2 Identified existing and anticipated future Elements at Risk on and, if required, beyond the Property
  - 9.3 Estimated the Consequences to those Elements at Risk

## FLOOD ASSURANCE STATEMENT

10. In order to mitigate the estimated Flood Hazard for the Property, the following approach is taken:

- 10.1 A standard-based approach
- 10.2 A Risk-based approach
- 10.3 The approach outlined in the guidelines, Appendix F: Flood Assessment Considerations for Development Approvals
- 10.4 No mitigation is required because the completed flood assessment determined that the site is not subject to a Flood Hazard

11. Where the Approving Authority has adopted a specific level of Flood Hazard or Flood Risk tolerance, I have:

- 11.1 Made a finding on the level of Flood Hazard or Flood Risk on the Property
- 11.2 Compared the level of Flood Hazard or Flood Risk tolerance adopted by the Approving Authority with my findings
- 11.3 Made recommendations to reduce the Flood Hazard or Flood Risk on the Property

12. Where the Approving Authority has not adopted a level of Flood Hazard or Flood Risk tolerance, I have:

- 12.1 Described the method of Flood Hazard analysis or Flood Risk analysis used
- 12.2 Referred to an appropriate and identified provincial or national guideline for level of Flood Hazard or Flood Risk
- 12.3 Made a finding on the level of Flood Hazard or Flood Risk tolerance on the Property
- 12.4 Compared the guidelines with the findings of my flood assessment
- 12.5 Made recommendations to reduce the Flood Hazard or Flood Risk

- 13. Considered the potential for transfer of Flood Risk and the potential impacts to adjacent properties
- 14. Reported on the requirements for implementation of the mitigation recommendations, including the need for subsequent professional certifications and future inspections.

Based on my comparison between:

[CHECK ONE]

- The findings from the flood assessment and the adopted level of Flood Hazard or Flood Risk tolerance (item 11.2 above)
- The findings from the flood assessment and the appropriate and identified provincial or national guideline for level of Flood Hazard or Flood Risk tolerance (item 12.4 above)

I hereby give my assurance that, based on the conditions contained in the attached Flood Assessment Report:

[CHECK ONE]

- For subdivision approval, as required by the *Land Title Act* (Section 86), "that the land may be used safely for the use intended":

[CHECK ONE]

- With one or more recommended registered Covenants.
- Without any registered Covenant.
- For a development permit, as required by the *Local Government Act* (Part 14, Division 7), my Flood Assessment Report will "assist the local government in determining what conditions or requirements it will impose under subsection (2) of this section [Section 491 (4)]".

- For a building permit, as required by the *Community Charter* (Section 56), "the land may be used safely for the use intended":

[CHECK ONE]

- With one or more recommended registered Covenants.
- Without any registered Covenant.
- For flood plain bylaw variance, as required by the *Flood Hazard Area Land Use Management Guidelines* and the *Amendment Section 3.5 and 3.6* associated with the *Local Government Act* (Section 524), "the development may occur safely".
- For flood plain bylaw exemption, as required by the *Local Government Act* (Section 524), "the land may be used safely for the use intended".

# FLOOD ASSURANCE STATEMENT

I certify that I am a Qualified Professional as defined below.

March 12, 2026

Date

Watershed Engineering Ltd. P2P No: 1000852

Prepared by

Caleb Pomeroy, P.Eng.

Name (print)



Signature

2113 Lawrence Avenue, Penticton BC V2A 9G6

Address

1.250.803.1150

Telephone

caleb.pomeroy@watershedengineering.ca

Email

David Holla, P.Eng.

Reviewed by

David Holla, P.Eng.

Name (print)



Signature



(Affix PROFESSIONAL SEAL here)

If the Qualified Professional is a member of a firm, complete the following:

I am a member of the firm Watershed Engineering Ltd. Permit to Practice No: 1000852

and I sign this letter on behalf of the firm.

(Name of firm)

## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** Review of Large Holdings One Site Specific (LH1s) Zone - Anarchist Mountain (A2026.001-ZONE)

---

### **Administrative Recommendation:**

**THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.63, 2026, 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 May 21, 2026;**

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

---

### **Alternatives:**

1. THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.63, 2026, be denied.
- 

### **Purpose:**

The purpose of this report is to remove the site-specific zone provisions that apply to approximately 25 parcels fronting Raven Hill Road and Nine Mile Place in Electoral Area "A".

In order to accomplish this, it is proposed to amend the zoning of the property under Schedule '2' (Zoning Map) of the Okanagan Valley Zoning Bylaw No. 2800, 2022, from Large Holdings One Site Specific (LH1s) to Large Holdings One (LH1).

**Strategic Priorities:** Operational

### **Background:**

#### Anarchist Mountain LH1s Zone:

The development of the "Regal Ridge" community on Anarchist Mountain in Electoral Area "A" occurred between 2001 and 2012 and envisioned the creation of "a model community of sustainability design and rural development" (Regal Ridge "Vision 2020" Final Report, 2008).

At its meeting of October 2, 2003, the Board adopted Amendment Bylaw No. 2221 to the (then) Electoral Area "A" Zoning Bylaw No. 1749, 1997, which introduced a site specific Large Holdings Zone ("LHa") and applied this to, amongst other areas, an approximately 120 ha area of land that now comprises Raven Hill Road and Nine Mile Place.

---

This “LHa” Zone restricted residential density to one (1) principal dwelling and excluded “accessory dwellings”, limited the range of non-residential uses, and restricted the number of livestock on parcels less than 4.0 ha to five (5).

This zone was subsequently carried forward, with minor modifications, into subsequent zoning bylaws adopted by the Board for Electoral Area “A” and is currently comprises an “LH1s” Zone found at Section 14.1.8(a)(i) of the Okanagan Valley Zoning Bylaw No. 2800, 2022.

#### SSMUH Implementation:

On November 30, 2023, the provincial Legislature adopted Bill 44, which introduced a number of substantial amendments to the *Local Government Act*, the intent of which was the delivery of “more small-scale, multi-unit housing for people, including townhomes, triplexes and laneway homes, and fix outdated zoning rules to help build more homes faster.”

The province subsequently released *Provincial Policy Manual & Site Standards (Small-Scale, Multi-Unit Housing)* as a resource to assist local governments with the implementation of zoning bylaw amendments required to comply with the changes to the Act.

Through this guide, the province encouraged local governments to apply a flexible approach when amending their zoning bylaw(s) as “it is typically not a single zoning rule that impacts the viability of a SSMUH project, but rather the cumulative and cross-cutting impacts of several regulations combined.”

In response, the Okanagan Valley Zoning Amendment Bylaw No. 2800.37, 2024, was considered by the Board and, amongst other things, proposed to remove the site-specific zoning regulations applied to the parcels at Raven Hill Road and Nine Mile Place.

This amendment bylaw was subsequently abandoned by the Board at its meeting of August 15, 2024, and later implementation of SSMUH requirements by the Board did not address this LH1s zoning in Electoral Area “A”.

#### Electoral Area Services Committee (EASC) Consideration

At its meeting of February 5, 2026, the EASC considered a proposal to replace the LH1s Zone that applies to approximately 25 parcels fronting Raven Hill Road and Nine Mile Place at Anarchist Mountain in Electoral Area “A” with a LH1 zone.

This was in response to a rezoning application that was submitted to the Regional District requesting that the restriction prohibiting an “accessory dwelling” found within the LH1s zoning that applies to a property on Nine Mile Place be removed.

The EASC resolved to initiate the Anarchist Mountain LH1s Zone Review and resolved to postpone consideration of the rezoning application under Section 3.4 (Bylaw Amendments – Approval or Refusal) of the Regional District’s Development Procedures Bylaw No. 2500, 2011, until the completion of the review.

At its meeting of April 16, 2026, the EASC considered public feedback received in relation to the proposed amendment bylaw and resolved to advance the bylaw for consideration of first and second reading.

---

**Analysis:**

Further to the direction of the EASC, and in light of the recently received rezoning application, Administration supports consideration of this matter by the Board holistically as opposed to an ad hoc, case-by-case basis as the privilege being requested by the applicant (e.g. “accessory dwelling”) would likely be beneficial to other parcels so affected.

Administration maintains its support, previously presented in relation to Amendment Bylaw No. 2800.37 (SSMUH Implementation) for the removal of the site-specific regulations applied to the properties at Raven Hill Road and Nine Mile Place.

The site-specific zoning regulations that apply to the subject parcels are considered to be redundant, overly restrictive, and no longer supported by current land use policy or planning rationale. Their removal will improve consistency, clarity, and fairness in the application of the LH1 Zone while maintaining appropriate controls for rural and agricultural land use.

**Alternative:**

Conversely, the option of retaining the existing LH1s zoning that applies to the properties at Raven Hill Road and Nine Mile Place is available to the Board.

This could be in the form of retaining the existing zone unchanged, or retaining it in a modified version (e.g. maintain restrictions on uses and livestock but remove residential density limits).

Under this option, property owners seeking to modify elements of the site-specific regulations would continue to be required to seek Board approval through the submission of individual rezoning applications, including fees (currently set at \$2,500).

**Summary:**

For the reasons outlined above, Administration supports the amendment bylaw on the basis that it is seen reduce regulatory burdens and improve efficiencies within the Regional District.

**Financial Implications:**

Financial implications have been considered and none were found.

**Communication Strategy:**

The proposed bylaw amendment 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.

**Referrals:**

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

**Public Process:**

On March 17, 2026, a Public Information Meeting (PIM) was held online via Webex and was attended by approximately 8 members of the public.

---

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

Will a PowerPoint presentation be presented at the meeting?    No


**Respectfully submitted:**

"Ben Kent"  
Ben Kent  
Planner II

**Endorsed By:**

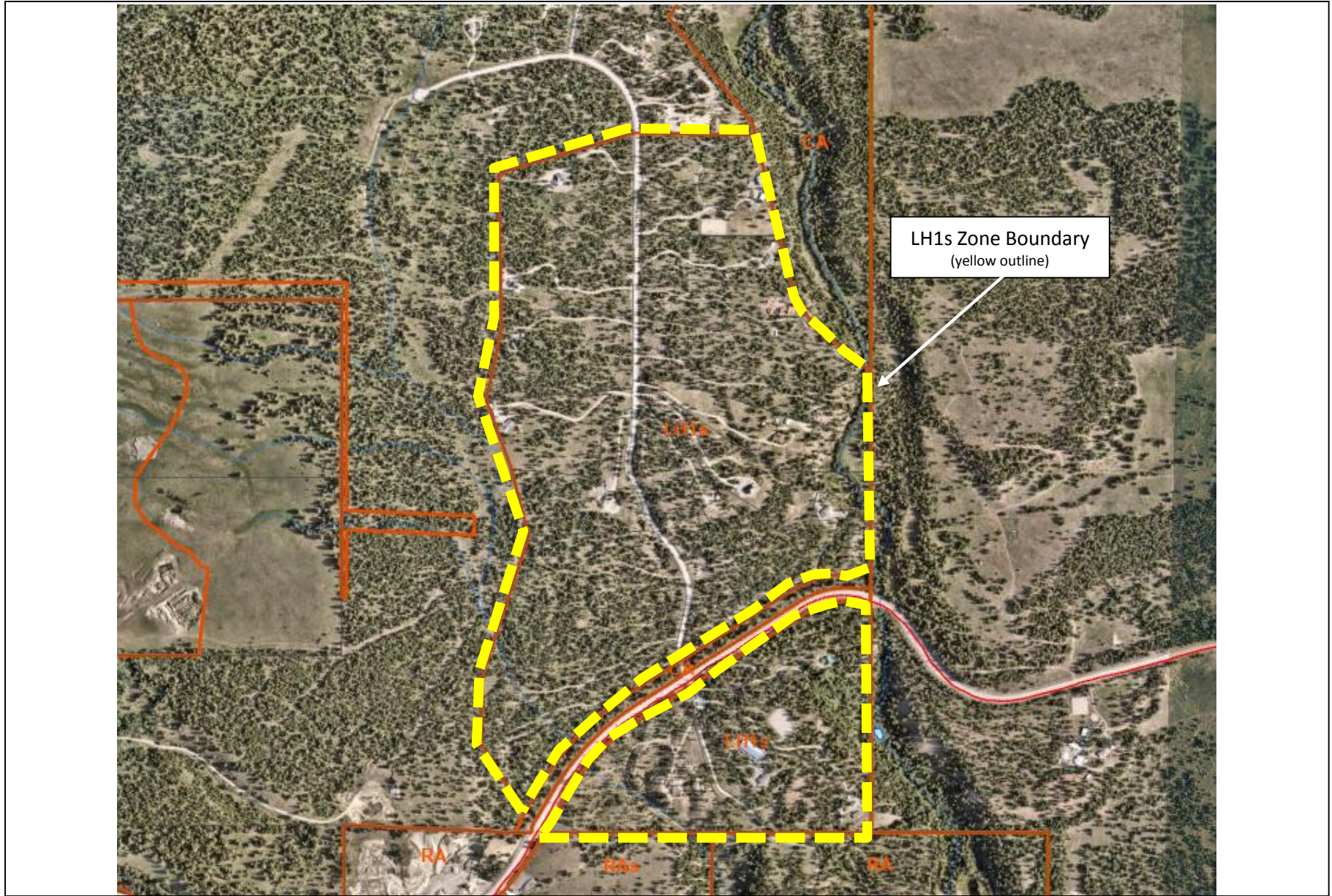
  
C. Garrish  
Senior Manager of Planning

**Endorsed By:**

  
A. Fillion  
Managing Director, Dev. & Infrastructure

Attachments: No. 1 – Aerial Photo

Attachment No. 1 – Aerial Photo



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 2800.63, 2026**

---

**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. 2800.63, 2026.”
2. The “Okanagan Valley Zoning Bylaw No. 2800, 2022,” is amended by:
  - i) replacing Section 14.1.8(a)(i) (Large Holdings One Site Specific (LH1s) Regulations) under Section 14.1 (Large Holdings One (LH1) Zone) in its entirety with the following:
    - i) *deleted.*
3. 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 shown shaded yellow on Schedule ‘A’, which forms part of this Bylaw, from Large Holdings One Site Specific (LH1s) to Large Holdings One (LH1).

READ A FIRST AND SECOND TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

PUBLIC HEARING held on this \_\_\_\_ day of \_\_\_\_\_, 2026.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

I hereby certify the foregoing to be a true and correct copy of the “Okanagan Valley Zoning Bylaw Amendment Bylaw No. 2800.63, 2026”, as read a Third time by the Regional Board on this \_\_\_\_ day of \_\_\_\_\_, 2026.

Dated at Penticton, BC this \_\_\_\_ day of \_\_\_\_\_, 2026.

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

Approved pursuant to Section 52(3) of the *Transportation Act* this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
For the Minister of Transportation & Transit

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Board Chair

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

# Regional District of Okanagan-Similkameen

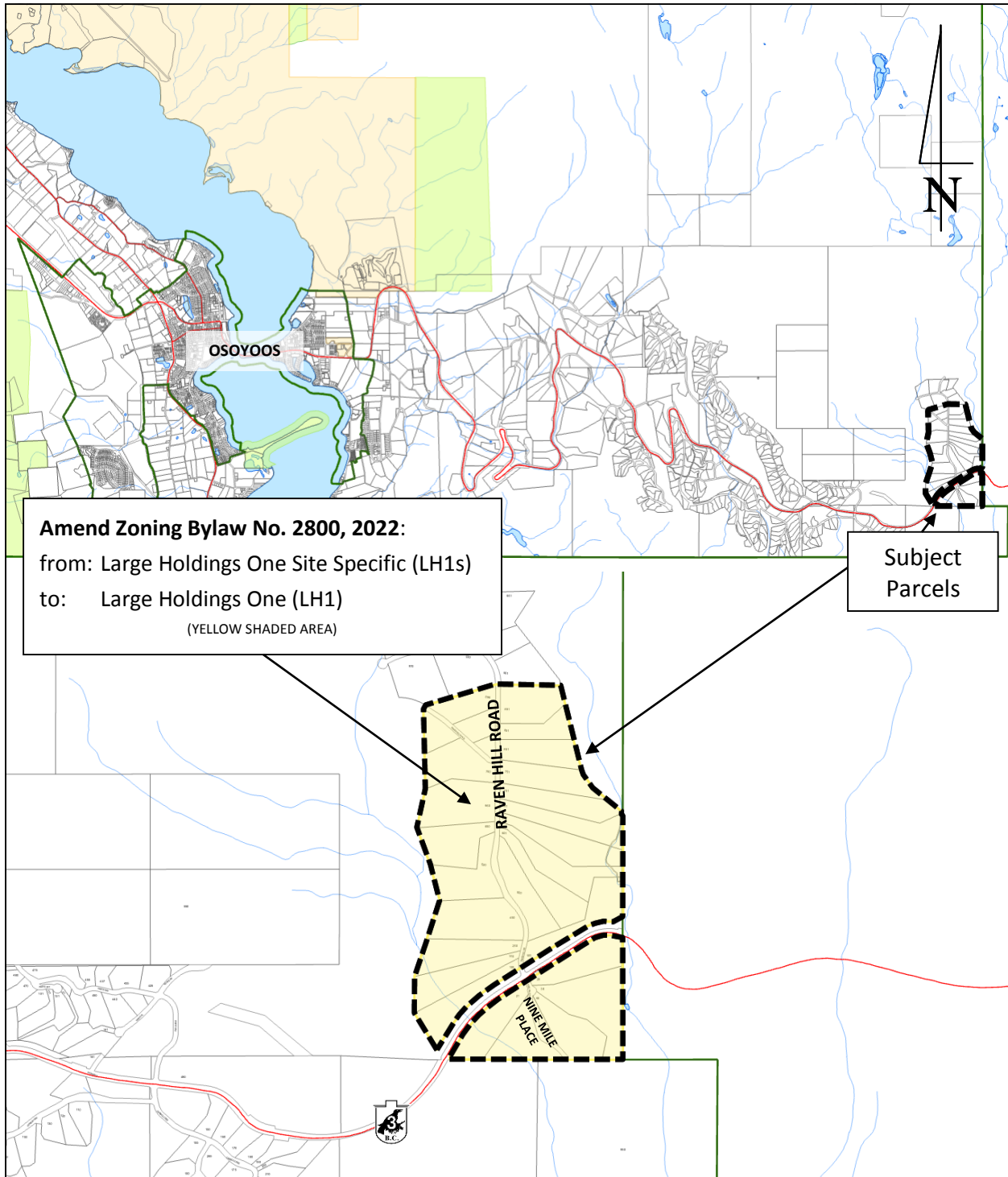
101 Martin St, Penticton, BC, V2A-5J9  
Tel: 250-492-0237 Email: [info@rdos.bc.ca](mailto:info@rdos.bc.ca)



Amendment Bylaw No. 2800.63, 2026

File No. A2026.001-ZONE

## Schedule 'A'



Amendment Bylaw No. 2800.63, 2026  
(A2026.001-ZONE)  
Page 3 of 3

## RESPONSE SUMMARY

### AMENDMENT BYLAW NO. 2800.63

Approval Recommended for Reasons  
Outlined Below

Interests Unaffected

Approval Recommended Subject to  
Conditions Below

Approval Not Recommended Due  
to Reasons Outlined Below

As the proposed changes will allow for greater uses of the land, which could lead to more commercial or agricultural enterprises being setup the landowners should be made aware that an new commercial or agricultural enterprise will require an access permit from MoTT.

All properties must continue to be accessed from a secondary road as no direct access will be permitted from the Highway.

The Minsitry of Transportation and Transit (MoTT) has no concerns with the proposed bylaw amendment.

Signature:  \_\_\_\_\_

Signed By: Crystal Swan

Agency: Ministry of Transportation and Transit

Title: Development Services Officer

Date: March 30, 2026



# Feedback Form

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

**TO:** Regional District of Okanagan-Similkameen **FILE NO.:** A2026.001-ZONE

**FROM:** Name: David Pires  
(please print)

Street Address: [REDACTED]

Date: April 1 2026

**RE:** **Okanagan Valley Zoning Amendment Bylaw No. 2800.63**  
**Anarchist Mountain Large Holdings One Site Specific (LH1s) Zone Review**

My comments / concerns are:

- I do support the proposed rezoning of the subject parcel.
- I do not support the proposed rezoning of the subject parcel.

Please provide any comments you wish the Board to consider:

---



---

Many original older residents moving away from the community and a younger demographic with possibly older Parents and in-laws moving in, these families could benefit from the change. I too am in the above situation and would also appreciate the possibility of building a small secondary residents for my mother in-law in the near future.

---



---



---



---



---



---



---



---



---



---

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



# Feedback Form

Regional District of Okanagan-Similkameen

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

Tel: 250-492-0237 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

TO: Regional District of Okanagan-Similkameen

FILE NO.: A2026.001-ZONE

FROM: Name: Andrea Zaradic

Street Address:



Date: April 19, 2026

RE: Okanagan Valley Zoning Amendment Bylaw No. 2800.63  
Anarchist Mountain Large Holdings One Site Specific (LH1s) Zone Review

My comments / concerns are:

- I do support the proposed rezoning of the subject parcel. - YES
- I do not support the proposed rezoning of the subject parcel.

**Please provide any comments you wish the Board to consider:**

We have owned our property here now for 20 years, and are very supportive of this rezoning proposal for many reasons:

1. Fairness and Equity for all Large Holding Properties not only in the subdivision, but elsewhere.
2. The current zoning puts owners at a disadvantage to the true potential and opportunities that can be enjoyed with a Large Holding property;
3. It will allow the full use of a Large Holding property for the benefit and enjoyment of owner's and thus promoting self-sustaining agricultural activities including home based businesses;
4. It will allow multi-generational families to occupy the same land in different dwellings thus alleviating housing shortages, enabling better elder care, childcare, pet care, etc.

---



---



---



---

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

# ADMINISTRATIVE REPORT



**TO:** Board of Directors  
**FROM:** J. Zaffino, Chief Administrative Officer  
**DATE:** May 7, 2026  
**RE:** Zoning Bylaw Amendment – Electoral Area “C” (C2025.015-ZONE)

---

**Administrative Recommendation:**

**THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.60, 2025, be denied.**

---

**Alternatives:**

**THAT Okanagan Valley Zoning Amendment Bylaw No. 2800.60, 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 May 21, 2026;**

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

---

Purpose: To allow “cooking facilities” within motel units Folio: C-01142.000  
Civic: 8380 Gallagher Lake Frontage Road Legal: Lot 3, Plan KAP11388, District Lot 28S, SDYD  
OCP: Commercial (C) Zone: Tourist Commercial (CT1)

---

**Purpose:**

This application is seeking to amend the zoning of the subject property in order to allow cooking facilities within a “tourist accommodation” use (e.g. motel units).

In order to accomplish this, the applicant is proposing to amend the zoning of the property under the Okanagan Valley Zoning Bylaw No. 2800, 2022, from Tourist Commercial (CT1) to Tourist Commercial Site Specific (CT1s), with the site-specific regulation to allow cooking facilities within 19 motel units.

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

*Given this competitive environment, not being permitted to include cooking facility in our sleeping units would place our tourist accommodation at a commercial and economic disadvantage. Because neighbouring properties already provide cooking facilities, denying our request would create an uneven playing field, constitute a hardship in competing for visitors, and potentially make the development financially unviable.*

**Strategic Priorities:** Operational

---

---

**Background:**

The current boundaries of the subject property date to a plan of subdivision that was deposited with the Land Title Office in Kamloops on April 13, 1961, while BC Assessment has classified the property as part “Residential” (Class 01), and part “Business and other” (Class 06).

Available Regional District records indicate that building permits have previously been issued for multiple additions and renovations to the eating and drinking establishment (1977, 1978, 2002, 2007, 2013, 2021, 2023), a garage (1989), and an attached dwelling unit (1989).

**Regional Growth Strategy (RGS) Bylaw:**

Gallagher Lake is currently listed as a “Rural Growth Area” under the South Okanagan Regional Growth Strategy (RGS) Bylaw and is an area “where limited future development is anticipated.”

**Official Community Plan (OCP) Bylaw:**

Under the Electoral Area “C” Official Community Plan (OCP) Bylaw No. 2452, 2008, the property is designated Commercial Tourist (CT), an objective of which is to “maintain the current level of local commercial sites to serve the existing communities and tourists ...”

The OCP also speaks to supporting “the re-designation of lands to Medium Density Residential (MR) only within designated Primary and Rural Growth Areas in order to achieve lower servicing costs and to minimize environmental impacts.”

The OCP also contains numerous Local Area Policies related to Gallagher Lake, such as:

- *Supports the re-development of lands adjacent to existing commercial areas along the Gallagher Lake Frontage Road to multiple family uses in the form of 2 storey town house units;*
- *Supports the main commercial area on the west side of Highway 97 (along Gallagher Lake Frontage Road) remaining the focus for future commercial development serving the community ...*
- *Supports residential uses being incorporated into commercial developments in order to broaden the range of housing options and add to the pedestrian character of the community;*

The property is also designated under the Gallagher Lake Commercial Development Permit (GLCDP) Area in order to establish the objectives for the “form and character” of new commercial development.

**Zoning Bylaw:**

Under the Okanagan Valley Zoning Bylaw No. 2800, 2022, the property is zoned Tourist Commercial (CT1) which permits “tourist accommodation” as a principal use and defined it to mean:

*a building or buildings other than recreational vehicles, park model trailers, mobile homes or dwelling units, providing temporary accommodation for the travelling public, such as tourist cabins, lodges, motels, hotels, inns, or hostels, which may include common public facilities, such as an eating and drinking establishment, gift shop; personal services, or spa;*

The bylaw further defines “motel” (which is a listed form of “tourist accommodation”) as comprising not less than six (6) “sleeping units” (e.g. motel rooms) and defines “sleeping units” as excluding “cooking facilities” (e.g. kitchens).

**Service Areas:**

---

The property is within the Gallagher Lake Water and Sewer Service Area as well as the Oliver Fire Department Service Area.

Under the Operating Agreement between the Regional District and the Osoyoos Indian Band's (OIB) Senkulmen Utilities, the Regional District levies "Connection Costs" on new development to pay for new or expanded infrastructure works.

Properties within the Gallagher Lake Water and Sewer service area are subject to this "Connection Cost" and the Senkulmen Utilities has recently proposed updating their "single family unit" (SFU) Connection Cost for water and sewer which equates to \$8,654 per motel unit for a total of \$164,426.00 for the 19 units.

**Building Code:**

The installation of "cooking facilities" within motel units does not change the major occupancy classification of the building under the BC Building Code, and it will remain Group C (Residential).

**Analysis:**

In considering this proposal, Administrations notes that the current zoning prohibition on "cooking facilities" in hotel and motel units is generally to ensure that these units are retained for the short-term accommodation of the travelling public (e.g. less than 30 consecutive days) and do not become de facto residential units.

As the South Okanagan is a seasonal tourism destination, with visitors drawn by the warm, dry summers, outdoor recreation opportunities (e.g. lakes, beaches, cycling, hiking) and agricultural operations (e.g. wineries and orchards), the availability of hotel and motel units is an important component of the local tourist economy.

For these reasons, Administration is concerned that the inclusion of "cooking facilities" in motel units *may* blur the distinction between tourist accommodation and residential uses and potentially incentivize the conversion, over the long-term, of the proposed motel units to residential occupancy.

Not only does this potentially undermine the intent of the zoning regulations to preserve commercial accommodation for the travelling public but it may also create inequities between properties zoned residential versus tourist commercial.

For instance, regulations related to minimum unit sizes, amenity space requirements, on-site vehicle parking requirements, utility rates and possible Building Code compliance may differ between commercial and residential uses.

While traditional motel units (without "cooking facilities") are seen to generate less wastewater than a residential unit, the capacity of the Gallagher Lake sewer system to accommodate higher flows from residential uses – *should* they occur on the site in future – is unclear and infrastructure upgrades *may* be required.

In addition, once a "cooking facility" is permitted in a motel unit it becomes difficult to enforce how the units will be used, including establishing if a unit is being used as a residence rather than visitor accommodation, monitoring the duration of a patron's stay and distinguishing between permitted and non-permitted cooking equipment. A clear prohibition against "cooking facilities" in motel units simplifies any future enforcement.

---

Finally, the economic competitiveness or fairness arguments that have been raised by the applicant are not seen to be applicable as it is unclear if these other purported occurrences of “cooking facilities” in motel units are legally non-conforming, unapproved, or permitted under a different zoning.

Administration considers that other options are also available to the applicant, such as developing the motel units without “cooking facilities” in each of the units and that the dining requirements of guests be accommodated through the existing “eating and drinking establishment” found on the site (e.g. “The Fleasless Hound”), or nearby options such as the “District Wine Village” – both of which cater to the travelling public.

Alternately, development of the site to “townhouses” under a residential zoning would permit for “cooking facilities” in each unit with the accommodation of the travelling public provided for through the issuance of a Short-Term Rental Accommodation (STR) Permit by the Regional District.

This offers the benefit of avoiding any future compliance and retrofit issues should the units be used for residential purposes.

Alternative:

Conversely, it is recognized that the applicant has indicated that the inclusion of “cooking facilities” within the motel units is increasingly common in contemporary tourist accommodation and *may* assist their development in remaining competitive with comparable accommodations in the area.

Administration note that several nearby establishments currently offer units with cooking facilities, such as The Lodge at Gallagher Lake, Vaseux Lakeside Resort, and Riverstone Estate Winery, as well as Motels within the Town of Oliver (Mountain View Motel, Catus Tree Inn and Oliver Motel & Inn) which may influence visitor expectations and market demand.

Allowing “cooking facilities” within motel units *may* support longer visitor stays and enhance the attractiveness of the proposed motel, while still maintaining the use as tourist accommodation.

Administration also recognizes that permitting “cooking facilities” is not uncommon in other jurisdictions, with over 50% of local governments surveyed allowing such facilities in motel (see Attachment No. 7).

Summary:

In summary, allowing “cooking facilities” within motel units may facilitate longer-term occupancy and increase the likelihood that units could be used for residential purposes rather than for the short-term accommodation of the travelling public. Restricting cooking facilities helps reduce the potential for motel units to transition toward long-term residential use.

For these reasons, Administration does not support the allowance of “cooking facilities” within motel units and is recommending the proposed rezoning not be denied.

**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.

**Site Context:**

The subject property is approximately 0.4 ha in area and is situated on the west side of Gallagher Lake Frontage Road, approximately 4.5 km north from the boundary with Town of Oliver. The property is understood to contain one (1) eating and drinking establishment, and an accessory building.

The surrounding pattern of development is generally characterised by residential lands and a manufactured home park to the west, a mix of commercial, tourist commercial and industrial lands to the north and south, and a mix of tourist commercial, campground commercial, and residential lands to the east.

**Referrals:**

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

**Public Process:**

On November 5, 2025, a Public Information Meeting (PIM) was held online via Webex and was attended by approximately five (5) members of the public.

At its meeting of April 27, 2026, the Electoral Area “C” Advisory Planning Commission (APC) is to consider the application, and a verbal update can be issued to the Board on the resolution.

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

Will a PowerPoint presentation be presented at the meeting?      No

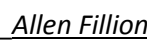
**Respectfully submitted:**

  
Tharini Prakash  
Planning Technician

**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 – Applicant’s Proposed Building View

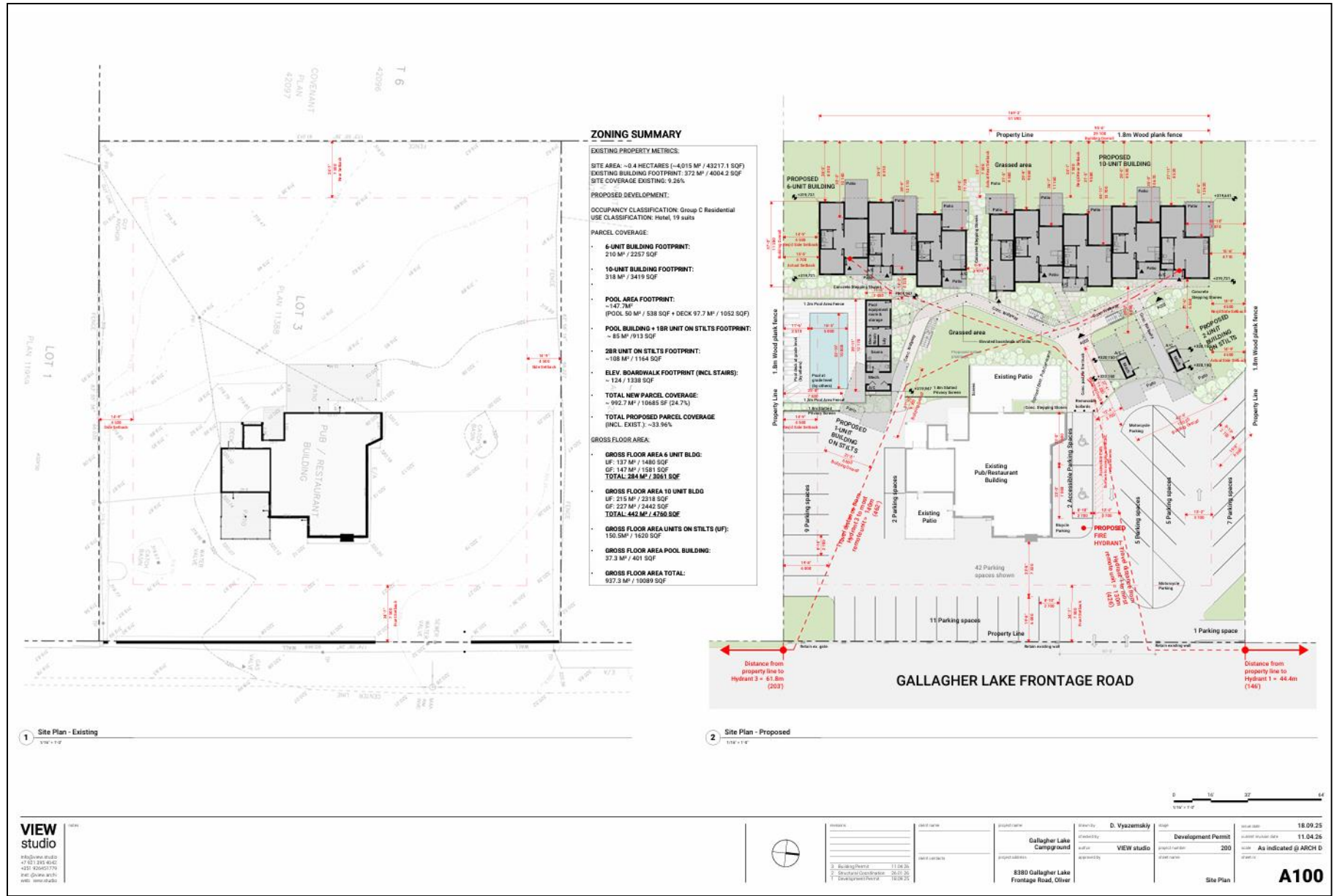
No. 3 – Applicant’s Building Elevations

No. 4 – Aerial Photo

No. 5 – Site Photos (Google Streetview - 2023)

No. 6 – Comparison of Local Government Zoning Regulations for “Cooking Facilities” in Motel Units

# Attachment No. 1 – Applicant's Site Plan









Attachment No. 5 – Site Photo (Google Streetview - 2023)



Attachment No. 6 – Comparison of Local Government Zoning Regulations for “Cooking Facilities” in Motel Units

LG	Hotel	Motel	Comments						
Armstrong	Not specified	✓							
Ashcroft	✓	✓							
Barriere	✓	✓							
Cache Creek	Not specified	Not specified	Overnight Accommodations Use						
Chase	Not specified	✓							
Fraser Valley	✓	✓							
Clearwater	Not specified	Not specified	Traveller Accommodation Use						
Clinton	✗	✓							
Coldstream	✗	✗							
Enderby	Not specified	Not specified							
Kamloops	✗	✗	“Housekeeping Unit” use where sleeping units contain cooking facilities.						
Kelowna	✗	✓	allowed as dwelling unit in motel						
Keremeos	Not specified	✗							
Lake Country	Not specified	✓	allowed as dwelling unit in motel						
Lillooet	Not specified	Not specified							
Logan Lake	✗	✗							
Lytton	✓	✓	Tourist Accommodations Use allowing full or partial kitchen facilities.						
Lumby	✗	✓	with or without cooking facilities (motel)						
Merritt	✗	✗							
Oliver	Not specified	Not specified							
Peachland	Not specified	Not specified	No definition						
Penticton	Not specified	Not specified	No definition						
Princeton	Not Specified	Not specified							
Revelstoke	Not specified	Not specified							
Salmon Arm	✗	Not specified							
Sicamous	Not specified	Not specified							
Spallumcheen	Not specified	Not specified							
Summerland	Not specified	✓							
Vernon	✓	✓	includes apartments						
West Kelowna	✓	✓	allows limited cooking facilities						
<b>TOTALS</b>									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 33%;"><b>Hotels:</b> Yes = 6 (20%)</td> <td style="width: 33%;">No = 8 (27%)</td> <td style="width: 33%;">Not specified = 16 (53%)</td> </tr> <tr> <td><b>Motels:</b> Yes = 13 (43%)</td> <td>No = 5 (17%)</td> <td>Not specified = 12 (40%)</td> </tr> </table>				<b>Hotels:</b> Yes = 6 (20%)	No = 8 (27%)	Not specified = 16 (53%)	<b>Motels:</b> Yes = 13 (43%)	No = 5 (17%)	Not specified = 12 (40%)
<b>Hotels:</b> Yes = 6 (20%)	No = 8 (27%)	Not specified = 16 (53%)							
<b>Motels:</b> Yes = 13 (43%)	No = 5 (17%)	Not specified = 12 (40%)							

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 2800.60, 2026**

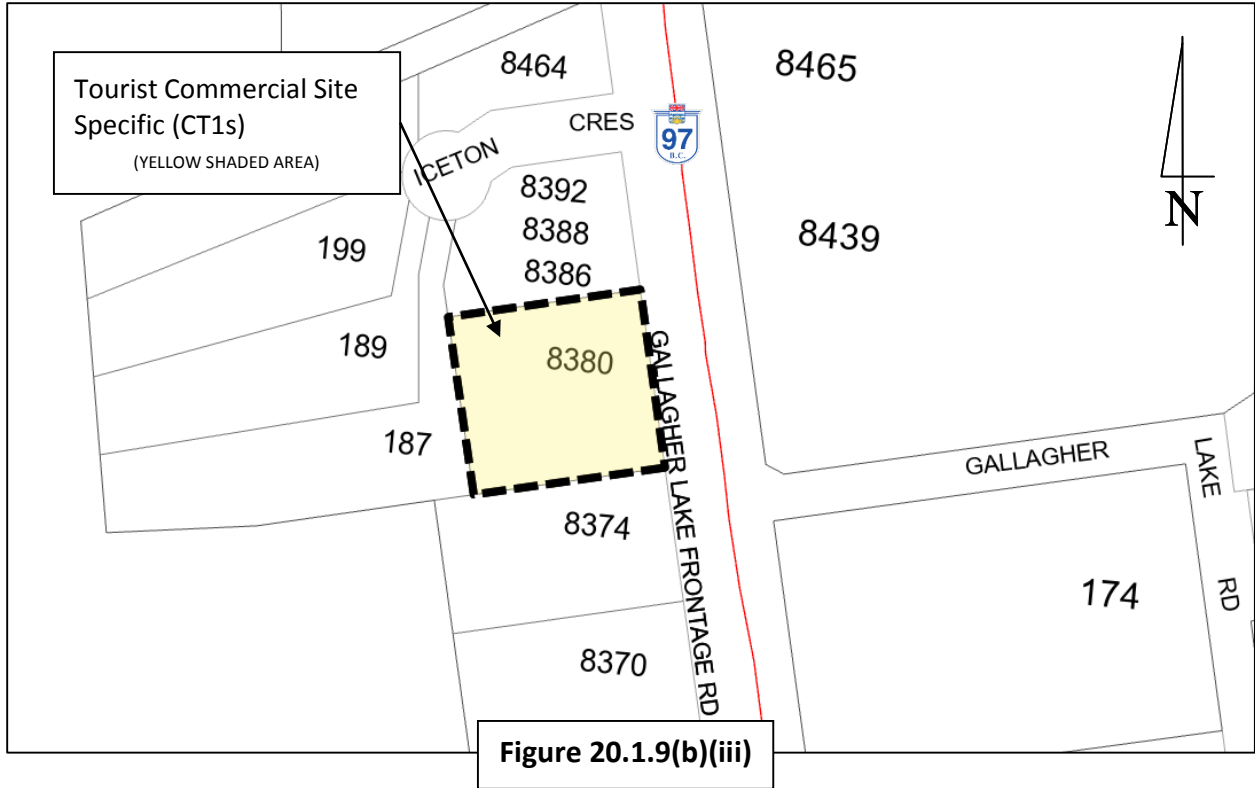
---

**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. 2800.60, 2026.”
2. The “Okanagan Valley Zoning Bylaw No. 2800, 2022,” is amended by:
  - i) adding a new sub-section 20.1.9 (b)(iii) under Section 20.1.9 (Tourist Commercial Site Specific (CT1s) Regulations) to read as follows:
    - i) In the case of the land described as Lot 3, Plan KAP11388, District Lot 28S, SDYD (8380 Gallagher Lake Frontage Road), and shown shaded yellow on Figure 20.1.9(b)(iii):
      - a) despite Section 4.0 (Definitions), a “sleeping unit” in a “tourist accommodation” use may include a “cooking facility”.



3. 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 3, Plan KAP11388, District Lot 28S, SDYD (8380 Gallagher Lake Frontage Road), and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Tourist Commercial (CT1) to Tourist Commercial Site Specific (CT1s).

READ A FIRST AND SECOND TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

PUBLIC HEARING held on this \_\_\_\_ day of \_\_\_\_\_, 2026.

READ A THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

I hereby certify the foregoing to be a true and correct copy of the "Okanagan Valley Zoning Bylaw Amendment Bylaw No. 2800.60, 2026", as read a Third Time by the Regional Board on this \_\_\_\_ day of \_\_\_\_\_, 2025.

Dated at Penticton, BC this \_\_\_\_ day of \_\_\_\_\_, 2026.

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

Approved pursuant to Section 52(3) of the *Transportation Act* this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
For the Minister of Transportation & Transit

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Board Chair

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

# Regional District of Okanagan-Similkameen

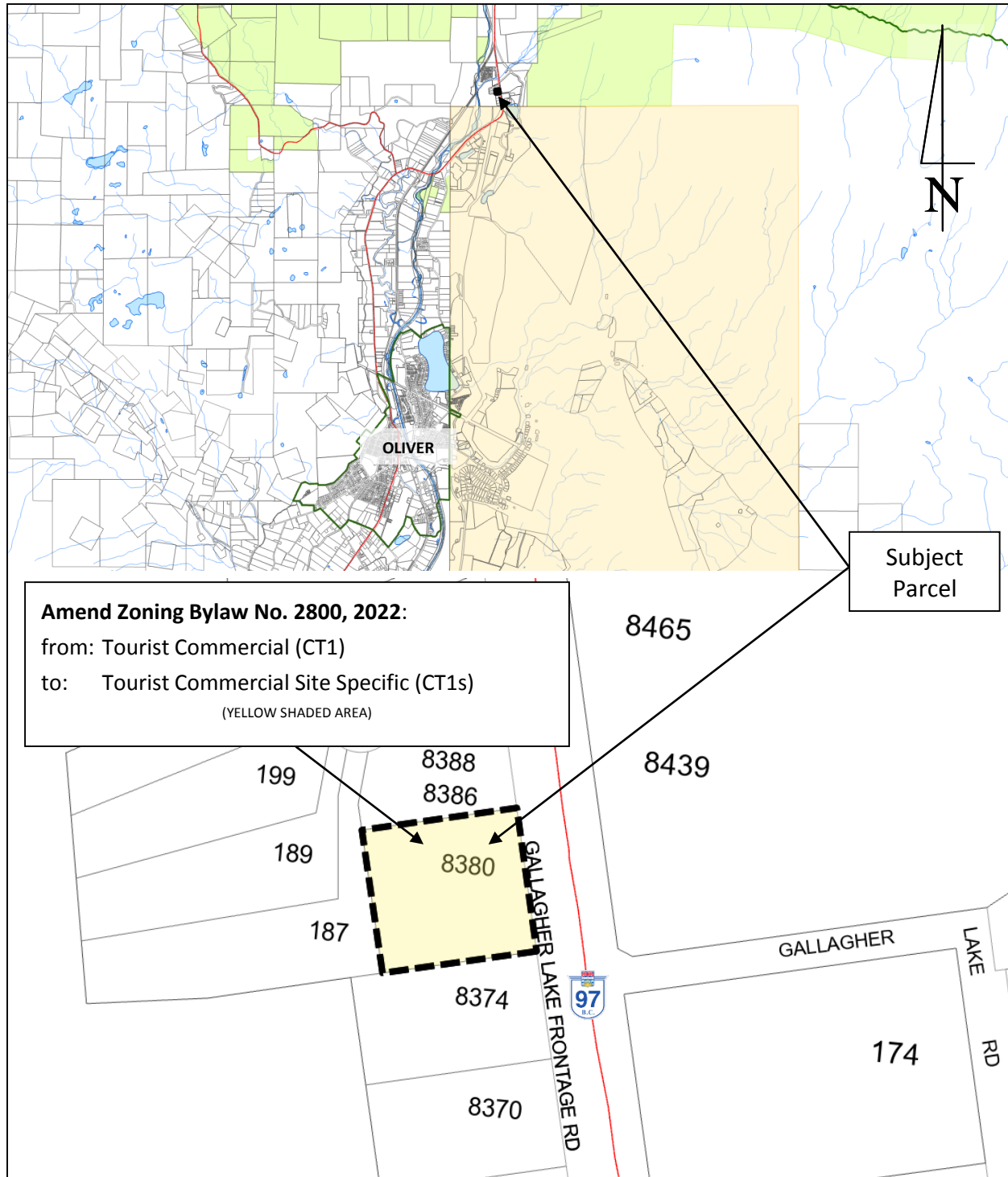
101 Martin St, Penticton, BC, V2A-5J9  
Tel: 250-492-0237 Email: [info@rdos.bc.ca](mailto:info@rdos.bc.ca)



Amendment Bylaw No. 2800.60, 2026

File No. X2025.015-ZONE

## Schedule 'A'



Amendment Bylaw No. 2800.60, 2026  
(X2025.015-ZONE)  
Page 4 of 4



Your File #: Hopeall Holdings  
(C2025.015-  
ZONE - 2800.60)  
eDAS File #: 2025-04805  
Date: October 30, 2025

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

Attention: Lesley Gibbons, Planning Services Coordinator

**Re: Proposed Text Amendment Bylaw 2800.60 for:  
Lot 3, District Lot 28s, SDYD, Plan KAP11388  
8380 Gallagher Lake Frontage Road, Oliver, BC**

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*.

If you have any questions please feel free to call Penticton Development Services at (250) 712-3660.

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

## ADMINISTRATIVE REPORT



**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** “Optimize the Development Approval Process” - Secondary Suite Review (X2025.012-ZONE)

---

### **Administrative Recommendation:**

**THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.59, 2026, be read a first, second and third time.**

---

### **Alternative:**

1. THAT the Okanagan Valley Zoning Amendment Bylaw No. 2800.59, 2026, be denied.
- 

### **Purpose:**

The purpose of Amendment Bylaw No. 2800.59, 2026 is to amend regulations in the Okanagan Valley Zoning Bylaw No. 2800, 2022 relating to secondary suites.

Specifically, the proposed amendments seek to remove floor area restrictions that apply to secondary suites, permit the siting of secondary suites within duplex dwelling units, and expand density allowances for parcels 1.0 ha or greater in area.

**Strategic Priorities:** Operational

### **Background & Analysis:**

At its meeting of August 21, 2025, the (then) Planning and Development (P&D) Committee of the Board resolved that “the Regional District undertake the following in support of a review of its development approval process as a strategic project in 2025: Residential Zone Review ...”

This direction was in relation to the 2025 Strategic Priorities Work Plan, adopted by the Board at its meeting of March 6, 2025, and the inclusion of project described as; “Optimize Development Approval Process to ensure that the approval function provides the land use policies for responsible and sustainable development to occur required by small communities.”

The “Optimize Development Approval Process” was assigned 400 FTE Hours and was anticipated to commence in 2025.

In order to provide a scope for this project, Administration recommended incorporating aspects of the provincial *Development Approvals Process Review (DAPR)* Report and Ministerial guidance related to Small-Scale Multi-Unit Housing (SSMUH) Implementation.

The objective of both these provincial documents was the creation of a “favourable regulatory environment” and included, amongst other things:

- 
- combine and simplify residential zonings;
  - enlarge building envelopes in residential zones in order to reduce the number of DVP applications being processed each year by the Regional District;
  - increase density allowances related to secondary suites and accessory dwellings in services areas and rural zones;
  - remove of restrictions related to secondary suite floor areas and dwelling widths; and
  - elimination of development permit area designations identified as potentially impeding residential dwelling development.

#### Previous Board Consideration

At its meeting of February 5, 2026, the Electoral Area Services Committee resolved to initiate Amendment Bylaw No. 2800.59, 2026.

#### **Analysis:**

In 2019, the Province made updates to the BC Building Code with the intention of removing barriers to the creation of more affordable housing including secondary suites. These updates included:

- Removing floor area restrictions for secondary suites (previously, a maximum of 90 m<sup>2</sup> and less than 40% of the habitable building); and,
- Expanding the types of dwelling units which secondary suites may be included within to include side-by-side duplexes and row homes (previously, secondary suites were only permitted within single detached dwellings).

At this time, existing zoning regulations within the Okanagan Valley Zoning Bylaw No. 2800, 2022 are not in alignment with the current regulations pertaining to secondary suites under the BC Building Code. With this in mind, there are seen to be opportunities to update the zoning regulations in order to reduce administrative burdens, provide greater flexibility to home owners, increase housing availability and provide support for multi-generational housing.

Accordingly, Amendment Bylaw No. 2800.59, 2026 proposes the following changes:

- Remove the floor area restrictions for secondary suites;
- Permitting the inclusion of secondary suites within duplex dwellings (i.e., within the Low Density Residential Duplex (RD1) and Low Density Residential Duplex Apex (RD2) Zones), to a maximum of one secondary suite per duplex dwelling unit;
- Expanding density allowances within the Small Holdings Three and Four (SH3 & SH4) Zones to permit a maximum density of one principal dwelling unit and one secondary suite and one accessory dwelling\*;
- Expanding density allowances within the Large Holdings One and Two (LH1 & LH2), Agriculture One, Two and Three (AG1, AG2 & AG3), and Resource Area (RA) Zones to permit a maximum density of one principal dwelling unit, one secondary suite and up to four accessory dwellings\*, depending on parcel size.

(NOTE: Accessory dwellings are only permitted on parcels 1.0 ha or greater in area)

---

Administration finds that the proposed changes would bring regulations pertaining to secondary suites in alignment with the BC Building Code and is consistent with Provincial direction to create a “favourable regulatory environment” for residential development by increasing flexibility and removing unnecessary administrative burdens.

**Alternative:**

Conversely, the Board has the option to maintain the status quo (i.e., no changes to the Zoning Bylaw).

**Summary:**

For the reasons outlined above, Administration supports the amendment bylaw and is recommending that the bylaw be read a 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> time.

**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.

**Referrals:**

Approval from the Ministry of Transportation and Transport (MoTT) is required prior to adoption as the proposed amendments involve lands within 800 metres of a controlled access highway (i.e. Highway 97 & 3).

**Public Process:**

On April 15, 2026, a Public Information Meeting (PIM) was held electronically via video conference system (i.e., Webex), and was not attended by any members of the public.

Under Section 464(3) of the *Local Government Act*, the Regional District “must not hold a public hearing on a proposed zoning bylaw where:

- an official community plan is in effect for the area that is the subject of the zoning bylaw,
- the bylaw is consistent with the official community plan,
- the sole purpose of the bylaw is to permit a development that is, in whole or in part, a residential development, and
- the residential component of the development accounts for at least half of the gross floor area of all buildings and other structures proposed as part of the development.”

Section 467 of the Act further requires that the Regional District give notice 10 days prior to consideration of first reading of any zoning amendment bylaw that it is prohibited from scheduling a public hearing in relation to. This notice was published in relation to Amendment Bylaw No. 2800.59 on April 27, 2026.

---

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

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**



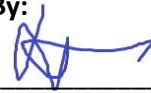
Shannon Duong  
Planner II

**Endorsed By:**



C. Garrish  
Senior Manager of Planning

**Endorsed By:**



A. Fillion  
Managing Director, Dev. & Infrastructure

# RDOS

OKANAGAN-  
SIMILKAMEEN

## NOTICE OF ZONING AMENDMENT BYLAW

### Secondary Suite Review

In accordance with Section 467 of the *Local Government Act*, please be advised that the Regional District Board will be considering 1<sup>st</sup> reading of Zoning Amendment Bylaw No. 2800.59, 2026 at its meeting of May 7, 2026.

The amendments are being sought in order to update zoning regulations pertaining to secondary suites under the Okanagan Valley Zoning Bylaw No. 2800, 2022 (applicable to Electoral Areas "A", "C", "D", "E", "F" and "I").

**Amendment Bylaw No. 2800.59, 2026**, proposes to amend Schedule '1' (Zoning Text) of the Okanagan Valley Zoning Bylaw No. 2800, 2022, by removing secondary suite floor area restrictions, revising density allowances in certain zones that require a minimum parcel size of 1.0 ha or greater, and allowing for the inclusion of secondary suites within duplexes.

**Date:** Thursday, May 7, 2026

**Time:** To be determined (Please contact the Corporate Officer at 250-490-4146; or check the RDOS website at <http://www.rdos.bc.ca> to confirm the time of the meeting).

**In-Person Location:** 101 Martin St, Penticton, BC V2A 5J9

**To Attend Online/By Phone:** <https://rdos.webex.com> /1-833-311-4101 (by phone)

**Meeting #:** 2770 005 1999

**Password:** RD@S (7317 by phone)

A copy of the bylaw, along with other basic information, may be inspected at: [www.rdos.bc.ca](http://www.rdos.bc.ca) (Property & Development → Planning, Zoning & Subdivision → Strategic Projects → Other Projects → Secondary Suite Review).

This bylaw may also be inspected at the Regional District of Okanagan-Similkameen office at 101 Martin Street, Penticton, BC, on weekdays (excluding statutory holidays) between the hours of 8:30 a.m. to 4:30 p.m.

Anyone who considers themselves affected by Amendment Bylaw No. 2800.59, 202X may submit written feedback prior to the Board's consideration of 1<sup>st</sup> reading of the bylaw on May 7, 2026.

NOTE: in accordance with the requirements of the *Local Government Act*, a public hearing cannot be held on this amendment bylaw.

#### FOR MORE INFORMATION PLEASE CONTACT

Shannon Duong, Planner II

Telephone: 250-490-4384 / Email: [planning@rdos.bc.ca](mailto:planning@rdos.bc.ca)

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 2800.59, 2026**

---

**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 “Zoning Amendment Bylaw No. 2800.59, 2026.”
2. The “Okanagan Valley Zoning Bylaw No. 2800, 2022,” is amended by:
  - i) replacing the definition of “duplex dwelling” under Section 4.0 (Definitions) in its entirety with the following:

“**duplex dwelling**” means a *building* containing two *principal dwelling units* with each unit having an independent exterior entrance, and may contain a *secondary suite* if permitted in the applicable zone;
  - ii) replacing the definition of “secondary suite” under Section 4.0 (Definitions) in its entirety with the following:

“**secondary suite**” means a second *dwelling unit* that is located entirely within a *single detached dwelling* or a *duplex dwelling* and that is clearly accessory to the *principal dwelling unit*, with direct access to the open air without passage through any portion of the *principal dwelling unit*;
  - iii) replacing Section 7.10 (Secondary Suites) under Section 7.0 (Specific Use Regulations) in its entirety with the following:

**7.10 Secondary Suites**

The following regulations apply to *secondary suites* where permitted as a use in this Bylaw:

- .1 on *parcels* less than 1.0 ha in area, a *secondary suite* shall be connected to:

- i) the same on-site septic disposal system that serves the *principal dwelling unit*; or
  - ii) a community sewer system.
- .2 A parking space for a *secondary suite* shall not be provided in tandem with parking spaces provided for any other use on a *parcel*.
- .3 A *secondary suite* must share a common uninterrupted foundation and roof with the *principal dwelling unit* and for this purpose garages, *carports* and breezeways are deemed to interrupt a foundation or roof.
- iv) replacing Section 12.1.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 12.1 (Resource Area (RA) Zone) in its entirety with the following:

**12.1.4 Maximum Number of Dwellings Permitted Per Parcel:**

- a) one (1) *principal dwelling unit*;
- b) one (1) *secondary suite*; and
- c) the maximum number of *accessory dwellings* permitted per *parcel* and the total *gross floor area* of all *accessory dwellings* permitted per *parcel* shall not exceed the following:

PARCEL AREA	MAXIMUM NUMBER OF ACCESSORY DWELLINGS	MAXIMUM GROSS FLOOR AREA OF ALL ACCESSORY DWELLINGS PER PARCEL
Less than 8.0 ha	1	125.0 m <sup>2</sup>
8.0 ha to 11.9 ha	2	250.0 m <sup>2</sup>
12.0 ha to 15.9 ha	3	375.0 m <sup>2</sup>
Greater than 16.0 ha	4	500.0 m <sup>2</sup>

- d) despite Sections 12.1.4(b) & (c), for *parcels* situated within the Agricultural Land Reserve (ALR), the maximum number of *secondary suites* or *accessory dwellings* permitted per *parcel* under Sections 12.1.4(b) & (c) are permitted only to the extent that a “non-adhering residential use” approval from the Agricultural Land Commission (ALC) has been granted for such *secondary suites* or *accessory dwellings*.
  - e) despite Sections 12.1.4(b), (c) & (d), for *parcels* situated within the “Radio Frequency Interference Area” as shown on Schedule ‘4’ to this bylaw, the maximum number of all *secondary suites*, *accessory dwellings* or *mobile homes* shall not exceed one (1).
- v) replacing Section 13.1.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 13.1 (Agriculture One (AG1) Zone) in its entirety with the following:

**13.1.4 Maximum Number of Dwellings Permitted Per Parcel:**

- a) one (1) *principal dwelling unit*;
- b) one (1) *secondary suite*; and
- c) the maximum number of *accessory dwellings* permitted per *parcel* and the total *gross floor area* of all *accessory dwellings* permitted per *parcel* shall not exceed the following:

<b>PARCEL AREA</b>	<b>MAXIMUM NUMBER OF ACCESSORY DWELLINGS</b>	<b>MAXIMUM GROSS FLOOR AREA OF ALL ACCESSORY DWELLINGS PER PARCEL</b>
Less than 8.0 ha	1	125.0 m <sup>2</sup>
8.0 ha to 11.9 ha	2	250.0 m <sup>2</sup>
12.0 ha to 15.9 ha	3	375.0 m <sup>2</sup>
Greater than 16.0 ha	4	500.0 m <sup>2</sup>

- d) despite Sections 13.1.4(b) & (c), for *parcels* situated within the Agricultural Land Reserve (ALR), the maximum number of *secondary suites* or *accessory dwellings* permitted per *parcel* under Sections 13.1.4(b) & (c) are permitted only to the extent that a “non-adhering residential use” approval from the Agricultural Land Commission (ALC) has been granted for such *secondary suites* or *accessory dwellings*.
  - e) despite Sections 13.1.4(b), (c) & (d), for *parcels* situated within the “Radio Frequency Interference Area” as shown on Schedule ‘4’ to this bylaw, the maximum number of all *secondary suites*, *accessory dwellings* or *mobile homes* shall not exceed one (1).
- vi) replacing Section 13.2.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 13.2 (Agriculture Two (AG2) Zone) in its entirety with the following:

**13.2.4 Maximum Number of Dwellings Permitted Per Parcel:**

- a) one (1) *principal dwelling unit*;
- b) one (1) *secondary suite*; and
- c) the maximum number of *accessory dwellings* permitted per *parcel* and the total *gross floor area* of all *accessory dwellings* permitted per *parcel* shall not exceed the following:

PARCEL AREA	MAXIMUM NUMBER OF ACCESSORY DWELLINGS	MAXIMUM GROSS FLOOR AREA OF ALL ACCESSORY DWELLINGS PER PARCEL
Less than 8.0 ha	1	125.0 m <sup>2</sup>
8.0 ha to 11.9 ha	2	250.0 m <sup>2</sup>
12.0 ha to 15.9 ha	3	375.0 m <sup>2</sup>
Greater than 16.0 ha	4	500.0 m <sup>2</sup>

- d) despite Sections 13.2.4(b) & (c), for *parcels* situated within the Agricultural Land Reserve (ALR), the maximum number of *secondary suites* or *accessory dwellings* permitted per *parcel* under Sections 13.2.4(b) & (c) are permitted only to the extent that a “non-adhering residential use” approval from the Agricultural Land Commission (ALC) has been granted for such *secondary suites* or *accessory dwellings*.
- e) despite Sections 13.2.4(b), (c) & (d), for *parcels* situated within the “Radio Frequency Interference Area” as shown on Schedule ‘4’ to this bylaw, the maximum number of all *secondary suites*, *accessory dwellings* or *mobile homes* shall not exceed one (1).

vii) replacing Section 13.3.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 13.3 (Agriculture Three (AG3) Zone) in its entirety with the following:

**13.3.4 Maximum Number of Dwellings Permitted Per Parcel:**

- a) one (1) *principal dwelling unit*;
- b) one (1) *secondary suite*; and
- c) the maximum number of *accessory dwellings* permitted per *parcel* and the total *gross floor area* of all *accessory dwellings* permitted per *parcel* shall not exceed the following:

PARCEL AREA	MAXIMUM NUMBER OF ACCESSORY DWELLINGS	MAXIMUM GROSS FLOOR AREA OF ALL ACCESSORY DWELLINGS PER PARCEL
Less than 8.0 ha	1	125.0 m <sup>2</sup>
8.0 ha to 11.9 ha	2	250.0 m <sup>2</sup>
12.0 ha to 15.9 ha	3	375.0 m <sup>2</sup>
Greater than 16.0 ha	4	500.0 m <sup>2</sup>

- d) despite Sections 13.3.4(b) & (c), for *parcels* situated within the Agricultural Land Reserve (ALR), the maximum number of *secondary suites* or *accessory dwellings* permitted per *parcel* under Sections 13.3.4(b) & (c) are permitted only to the extent that a “non-adhering residential use” approval from the Agricultural Land Commission

(ALC) has been granted for such *secondary suites* or *accessory dwellings*.

- e) despite Sections 13.3.4(b), (c) & (d), for *parcels* situated within the “Radio Frequency Interference Area” as shown on Schedule ‘4’ to this bylaw, the maximum number of all *secondary suites*, *accessory dwellings* or *mobile homes* shall not exceed one (1).

- viii) replacing Section 14.1.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 14.1 (Large Holdings One (LH1) Zone) in its entirety with the following:

**14.1.4 Maximum Number of Dwellings Permitted Per Parcel:**

- a) one (1) *principal dwelling unit*;
- b) one (1) *secondary suite*; and
- c) the maximum number of *accessory dwellings* permitted per *parcel* and the total *gross floor area* of all *accessory dwellings* permitted per *parcel* shall not exceed the following:

PARCEL AREA	MAXIMUM NUMBER OF ACCESSORY DWELLINGS	MAXIMUM GROSS FLOOR AREA OF ALL ACCESSORY DWELLINGS PER PARCEL
Less than 8.0 ha	1	125.0 m <sup>2</sup>
8.0 ha to 11.9 ha	2	250.0 m <sup>2</sup>
12.0 ha to 15.9 ha	3	375.0 m <sup>2</sup>
Greater than 16.0 ha	4	500.0 m <sup>2</sup>

- d) despite Sections 14.1.4(b) & (c), for *parcels* situated within the Agricultural Land Reserve (ALR), the maximum number of *secondary suites* or *accessory dwellings* permitted per *parcel* under Sections 14.1.4(b) & (c) are permitted only to the extent that a “non-adhering residential use” approval from the Agricultural Land Commission (ALC) has been granted for such *secondary suites* or *accessory dwellings*.
- e) despite Sections 14.1.4(b), (c) & (d), for *parcels* situated within the “Radio Frequency Interference Area” as shown on Schedule ‘4’ to this bylaw, the maximum number of all *secondary suites*, *accessory dwellings* or *mobile homes* shall not exceed one (1).

- ix) replacing Section 14.2.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 14.2 (Large Holdings Two (LH2) Zone) in its entirety with the following:

**14.2.4 Maximum Number of Dwellings Permitted Per Parcel:**

- a) one (1) *principal dwelling unit*;
- b) one (1) *secondary suite*; and
- c) the maximum number of *accessory dwellings* permitted per *parcel* and the total *gross floor area* of all *accessory dwellings* permitted per *parcel* shall not exceed the following:

<i>PARCEL AREA</i>	<i>MAXIMUM NUMBER OF ACCESSORY DWELLINGS</i>	<i>MAXIMUM GROSS FLOOR AREA OF ALL ACCESSORY DWELLINGS PER PARCEL</i>
Less than 8.0 ha	1	125.0 m <sup>2</sup>
8.0 ha to 11.9 ha	2	250.0 m <sup>2</sup>
12.0 ha to 15.9 ha	3	375.0 m <sup>2</sup>
Greater than 16.0 ha	4	500.0 m <sup>2</sup>

- d) despite Sections 14.2.4(b) & (c), for *parcels* situated within the Agricultural Land Reserve (ALR), the maximum number of *secondary suites* or *accessory dwellings* permitted per *parcel* under Sections 14.2.4(b) & (c) are permitted only to the extent that a “non-adhering residential use” approval from the Agricultural Land Commission (ALC) has been granted for such *secondary suites* or *accessory dwellings*.
  - e) despite Sections 14.2.4(b), (c) & (d), for *parcels* situated within the “Radio Frequency Interference Area” as shown on Schedule ‘4’ to this bylaw, the maximum number of all *secondary suites*, *accessory dwellings* or *mobile homes* shall not exceed one (1).
- x) replacing Section 15.3.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 15.3 (Small Holdings Three (SH3) Zone) in its entirety with the following:
- 15.3.4 Maximum Number of Dwellings Permitted Per Parcel:**
- a) one (1) *principal dwelling unit*;
  - b) one (1) *secondary suite*; and
  - c) one (1) *accessory dwelling*.

- xi) replacing Section 15.4.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 15.4 (Small Holdings Four (SH4) Zone) in its entirety with the following:
- 15.4.4 Maximum Number of Dwellings Permitted Per Parcel:**
- a) one (1) *principal dwelling unit*;
  - b) one (1) *secondary suite*; and

- c) one (1) accessory dwelling.
- xii) replacing Section 16.6.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 16.6 (Low Density Residential Duplex (RD1) Zone) in its entirety with the following:

**16.6.4 Maximum Number of Dwelling Units Permitted Per Parcel:**

- a) the maximum number of principal dwelling units on a parcel is two (2), provided that both dwelling units are located in one (1) residential building; and
  - b) the maximum number of secondary suites on a parcel is:
    - i) one (1) per *single detached dwelling*; and
    - ii) one (1) per *duplex dwelling* unit.
- xiii) replacing Section 16.7.4 (Maximum Number of Dwellings Permitted Per Parcel) under Section 16.7 (Low Density Residential Apex Duplex (RD2) Zone) in its entirety with the following:

**16.7.4 Maximum Number of Dwelling Units Permitted Per Parcel:**

- a) the maximum number of principal dwelling units on a parcel is two (2), provided that both dwelling units are located in one (1) residential building; and
- b) the maximum number of secondary suites on a parcel is:
  - i) one (1) per *single detached dwelling*; and
  - ii) one (1) per *duplex dwelling* unit.

READ A FIRST, SECOND AND THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

I hereby certify the foregoing to be a true and correct copy of the "Zoning Amendment Bylaw No. 2800.59, 2026", as read a Third time by the Regional Board on this \_\_\_\_ day of \_\_\_\_\_, 2026.

Dated at Penticton, BC this \_\_\_\_ day of \_\_\_\_\_, 2026.

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

Approved pursuant to Section 52(3) of the *Transportation Act* this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
For the Minister of Transportation & Transit

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Board Chair

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

# RESPONSE SUMMARY


## AMENDMENT BYLAW NO. 2800.59, 2026

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval Not Recommended Due to Reasons Outlined Below

Signature:  \_\_\_\_\_

Signed By: DAVID RYAN

Agency: OSOYOSI IRRIGATION DISTRICT

Title: TREASURER

Date: 19 FEB, 2026



DEVELOPMENT SERVICES  
PRELIMINARY BYLAW  
COMMUNICATION

Your File #: Secondary Suites  
(X2025.012-ZONE -  
2800.59)  
eDAS File #: 2026-00785  
Date: February 19, 2026

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

Attention: Lesley Gibbons Planning Services Coordinator

**Re: Proposed Text Amendment Bylaw 2800.59 for:  
Electoral Areas "A", "C", "D", "E", "F" and "I"**

Preliminary Approval is granted for the rezoning for one year pursuant to section 52(3)(a) of the *Transportation Act*.

If you have any questions please feel free to call Penticton Development Services at (250) 712-3660.

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



## Lower Nipit Improvement District

*Water Governance of Twin Lake*

160 Twin Lake  
Road V0H 1K0  
[lnidctee@gmail.com](mailto:lnidctee@gmail.com)

March 2, 2026

Attention: Shannon Duong – Planner II  
101 Martin Str.,  
Penticton B.C.,  
V2A 5J9

Dear. Ms. Duong

Re: Amendment Bylaw No. 2800.59, 2026

Thank you for your referral to the aforementioned bylaw and for an opportunity to comment on the same. The following are our recommendations concerning the bylaw and a request to protect water use in the Twin Lakes-Marron Valley Aquifer catchment area.

Our Board has reviewed the proposed bylaw and has a number of concerns regarding the bylaw where it permits higher densities without consideration for the viability of the proposed suites or potential harm to neighbouring residents or the environment. Specifically, our community has been identified as a “water limited area” within several studies conducted by the RDOS. Since these studies were commissioned, developments with significant water use have been permitted. Further, Twin Lakes has a number of homes that have septic systems that do not meet today’s health standards and may be subject to flooding. Should these residents be able to upgrade their septic systems they still may be subject to flooding. This poses serious risks to public health and the environment. Also, putting basement suites in homes subject to flooding does not seem prudent and will create additional risk and liabilities.

Within the RDOS May 10, 2010 Summit Environmental Consultants study, it recommends that “a rural land use or sub-area plan with the objective of being able to protect the lake-aquifer system from further development that would increase groundwater usage beyond current levels.” Another study conducted by Golder and

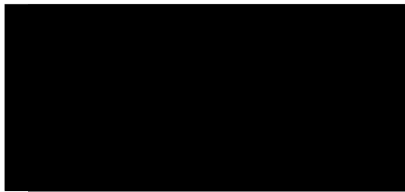
Associates has stated that water usage within the Twin Lakes – Marron Valley aquifer is already beyond its capacity. Since these studies were conducted, developments with substantial water use have been created within the aquifer’s catchment area. These include but are not limited to: Kaleden Acres subdivision, densification of the Twin Lakes campground, the commercial development of a marijuana growing facility and several new homes along Twin Lakes.

We request that the RDOS provide similar bylaw protections for the Twin Lake – Marron Valley Aquifer, or Provincial Aquifer 261 and catchment area, as you have for the Faulder Meadow Valley Aquifer.

Further we request that the proposed Bylaw No. 20800.59, 2026 be amended so that it only applies in areas where additional suites will cause no harm to adjacent residents, the environment, or owner of the new suite.

Should you have any further questions or require clarifications please feel free to contact the undersigned at

Regards,



Glenda-Stewart Smith – Chair LNID

Cc: Donegal Wilson – MLA Boundary-Similkameen  
Subrina Montieth – RDOS Area I Director

## Lesley Gibbons

---

**From:** Tony Madeira  
**Sent:** March 16, 2026 7:44 AM  
**To:** Shannon Duong  
**Cc:** Planning; Deborah Jones-Middleton; Kelly Johnston  
**Subject:** Bylaw Referral X2025.012-ZONE | Amendment Bylaw No. 2800.59, 2026

**Importance:** High

**Follow Up Flag:** Follow up

**Flag Status:** Flagged

Good morning Shannon,

The Kaleden Volunteer Fire Department has reviewed Amendment Bylaw No. 2800.59 regarding the updates to secondary suite and accessory dwelling regulations. While we support the principle of housing flexibility and alignment with provincial mandates, the increase in density presents operational challenges for emergency services that we recommend addressing through the following safety measures.

**1. Wildfire Mitigation & FireSmart BC Standards** Given that increased density raises the risk of structure-to-structure ignition, it is recommended that any new secondary suites or accessory dwellings adhere to **FireSmart Priority Zone 1** standards. This includes maintaining non-combustible zones and ensuring adequate spatial separation to prevent a fire in one unit from spreading to adjacent dwellings on the same parcel.

**2. Fire Safety & Building Code Compliance** To ensure the safety of residents and responders, it is recommended that all units meet BC Building Code requirements for fire separations and that homeowners maintain the following on-site:

- **Alarms:** Smoke and CO alarms installed in all sleeping areas and on every floor, with documented monthly inspection logs.
- **Suppression:** Tagged and inspected fire extinguishers located in kitchens, laundry rooms, and utility rooms.
- **Egress:** Ensuring every room has two clear points of exit and that all passageways remain unobstructed.
- **Maintenance:** Annual professional inspections for all chimneys and fireplaces.

**3. Accountability & Short-Term Rentals (STRs)** Consistent with my previous feedback, it is recommended that for any suite or accessory dwelling utilized as an STR, the property owner reside on-site. This ensures immediate accountability and property management during emergency events or evacuations.

**4. Addressing & Identification** With the potential for multiple dwellings on a single parcel, it is recommended that each unit feature prominent, reflective signage visible from the roadway. This is critical to ensure the Kaleden Volunteer Fire Department can locate specific units without delay during an emergency.

#### 5. Infrastructure & Operational Data

- **Water Supply:** It is recommended that the RDOS confirm with the Kaleden Irrigation District that increased domestic demand from higher-density parcels will not compromise the required fire flow in the area.
- **Database Access:** It is recommended that the RDOS provide the Fire Department with a database of approved suites and accessory dwellings to ensure accurate door-to-door counts during tactical wildfire evacuations.

Thanks

*One Region Working Together*



**Tony Madeira** • Fire Chief - Kaleden Volunteer Fire Department

Regional District of Okanagan-Similkameen  
101 Martin Street, Penticton, BC V2A 5J9  
p. 250-497-8231 • tf. 1-877-610-3737 • f. 250-497-8082  
[www.rkaledenfire.ca](http://www.rkaledenfire.ca) • [tmadeira@rdos.bc.ca](mailto:tmadeira@rdos.bc.ca)

Make your home more wildfire resilient.  
For further information, email: [firesmart@kaledenfire.ca](mailto:firesmart@kaledenfire.ca) or [chief@kaledenfire.ca](mailto:chief@kaledenfire.ca)



The RDOS is located within the traditional and ancestral territory of the syilx Okanagan and sm̓əlq̓m̓ix peoples.

*This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal and/or privileged information. Please contact the sender immediately if you are not the intended recipient of this communication and do not copy, distribute or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.*

# RESPONSE SUMMARY

## AMENDMENT BYLAW NO. 2800.59, 2026

Approval Recommended for Reasons Outlined Below

Interests Unaffected by Bylaw

Approval Recommended Subject to Conditions Below

Approval Not Recommended Due to Reasons Outlined Below

### Approval Recommended Subject to the Conditions Outlined Below

1. Each applicant for a building permit to construct a second dwelling of any type in Kaleden must apply to the Kaleden Irrigation District for a second water service to the property. All capital and connection fees will apply. Connecting off existing water services is not permitted. Under current rules, the RDOS does require "Proof of Water" confirmation from the KID for building permits.
2. Fire flow deficient areas within our service area will not be permitted a second domestic water service unless mainline upgrades are completed to increase fire flow. If grant money were available to make improvements to the areas with fire flow deficiency, this would greatly affect the community's ability to densify and allow for more properties to have second dwellings.
3. The District currently can meet low density for servicing second dwellings; we are unable to meet medium density without significant infrastructure upgrades due to line sizes in some areas.
4. As always with greater density the KID has concerns with the current septic systems in use, and any additional systems required to meet current standards. If a second dwelling or a suite is permitted on a low density residential lot, we recommend that both dwellings be inspected by a qualified company to ensure ability to meet capacity for both dwellings.
5. For billing purposes, we request that we receive a listing semi-annually of short term rental approvals and vacation rental licences issued within Area I, or a copy of each licence as they're issued.

Signature: \_\_\_\_\_

Signed By: Lynn Shead

Agency: Kaleden Irrigation District

Title: Finance Administrator

Date: March 16, 2026

## ADMINISTRATIVE REPORT



**TO:** Board of Directors  
**FROM:** J. Zaffino, Chief Administrative Officer  
**DATE:** May 7, 2026  
**RE:** Petition to Leave Service Area – Electoral Area “H” (H2025.004-SAP)

---

### Administrative Recommendation:

**THAT the Chain Lake-Shinish Creek Diversion Service Establishment Amendment Bylaw No. 1382.02, 2026, being a bylaw to reduce the service area by excluding the property at 3610 Princeton-Summerland Road, be denied.**

---

Purpose: To remove a property from the Chain Lake-Shinish Creek Diversion Service Area Folio: H-01090.00

Legal: Lot 16, Plan KAP6455, District Lot 2075, KDYD Civic: 3610 Princeton-Summerland Road

OCP: Small Holdings (SH) Zone: Small Holdings Three (SH3)

---

### Alternatives:

1. THAT the Chain Lake-Shinish Creek Diversion Service Establishment Amendment Bylaw No. 1382.02, 2026, being a bylaw to reduce the service area by excluding the property at 3610 Princeton-Summerland Road, be read a first, second and third time;
  2. That consideration of the Chain Lake-Shinish Creek Diversion Service Establishment Amendment Bylaw No. 1382.02, 2026, be deferred pending:
    - a) *TBD.*
- 

### Purpose:

The applicant has submitted a petition request to the Regional District that seeks to exclude the property at 3610 Princeton-Summerland Road from the Chain Lake-Shinish Creek Diversion Service Area.

In order to facilitate this, it is being proposed to amend Schedule ‘A’ of the Chain Lake-Shinish Creek Diversion Service Establishment Amendment Bylaw No. 1382, 1993, to exclude the subject property.

In support of this petition request, the applicant has stated that:

- *We still disagree with the principle of a parcel tax. The properties on the lake benefit from the dam a great deal more than those not on the lake. If it wasn't for the dam there would be no lake and those properties would have a much lesser value and would not be as desirable because they would no longer have waterfront property.*
-

- 
- *Our property address is 3610 Princeton Summerland Rd or Lot 16 and is the furthest property from the lake. Almost all of the addresses on the Princeton Summerland Rd do not have lake frontage as the highway is between their properties and the lake. Some have a great view but not all.*
  - *As deemed by the BC Assessment office waterfront properties have a higher value than non waterfront. They are also much more in demand when it comes to resale. I have looked at the BC Assessment site and most of the Chain Lake properties on the lake have property assessments higher than those off of the lake and they are often smaller as well.*
  - *Using assessed property value would shift the cost burden disproportionately to higher value lakefront properties. This could be seen as penalizing property value. If the dam project goes through and the Parcel Tax of \$1,100.00 (as was proposed to all property owners) is added to our yearly tax balance it will equal an 82.2% increase for us. The higher value properties will not realize that same huge percentage amount of an increase. ie: a property that has a yearly tax balance double ours will only have a 42.3% increase and most of the properties have a higher assessed value than we do. Now we ask, how fair is that and who is being penalized under this scenario!!! Also for our 82% we gain absolutely nothing - still no view, no lakefront, no access etc.*
  - *This large increase to our taxes may force us to sell and we really do not want to do that as we love the area.*

#### **Strategic Priorities: Operational**

#### **Background & Analysis:**

Under the Chain Lake-Shinish Creek Diversion Service Establishment Amendment Bylaw No. 1382, 1993, the Regional District is “empowered and authorized” to undertake the dredging of Chain Lake, as well as the construction and maintenance of a diversion ditch/lake drainage and flow control outlet system.

In support of this, the Regional District is further “empowered and authorized” to:

- acquire all such licenses, rights or authorities as may be required for the dredging of Chain Lake, and the construction and maintenance of a diversion ditch/lake drainage and flow control outlet system; and
- enter into contracts with such authorities and companies as may be necessary or appropriate to implement the dredging of Chain Lake, and the construction and maintenance of a diversion ditch/lake drainage and flow control outlet system.

Cost recovery related to this service is by parcel tax applied to approximately 61 properties within the service area that is not to exceed “\$10,000 per annum” for the service.

#### **Dam Safety Audit:**

In 2023, the water storage facility at Chain Lake was audited to determine compliance with the provincial *Dam Safety Regulation* and reconfirmed the failure probability rating and risk level for Chain Lake Dams as being “Significant” due to:

- the spillway requiring replacement;
- the catwalk or bridge over spillway being past its life and possibly posing a safety hazard;

- 
- the absence of log boom preventing debris from accumulating on the dam face and within spillway; and
  - rodent holes being evident on the dam site.

Importantly, a partial failure of the dam could lead to downstream flooding and flood damage, including to provincial assets (e.g. Chain Lake West Recreation Site).

In response, the Regional District submitted a documentation package to the provincial government in 2024 for review and approval by the dam authority, and which included the following:

- complete design drawings;
- an “Upgrade Plan Submission Report”;
- a “Dam Emergency Plan”;
- an “Operations, Maintenance, and Surveillance Plan”;
- an “Environmental Management Plan”.

Further, a study was undertaken to determine if there was any benefit being provided to property owners outside the existing service area and if the service area should be expanded and concluded that there was no significant benefit.

#### Board Consideration:

At its meeting of October 3, 2024, the Board approved three readings of amendment bylaws to support the repair and maintenance of the dam through a loan authorization for \$750,000 and to increase the current requisition limit from \$10,000 to \$72,232.

At its meeting of February 20, 2025, the Board re-read Amendment Bylaw No. 1382.01, 2024, a third time, as amended, in order to ensure that the requisition limit accurately reflected the debt servicing and operational costs of providing the service.

It was subsequently determined that the reconstruction of the dam and spillway will cost approximately \$1,750,000, prompting Amendment Bylaw No. 1382.01, 2024, to be scheduled for reconsideration at the Board’s meeting of June 5, 2025, in order to ensure that the requisition limit accurately reflected the estimated costs of upgrading the dam and spillway. This item was, however, removed from the Agenda.

To address the new costs, the Electoral Area “H” Director is contributing \$498,000 from the Electoral Area “H” Growing Communities fund, leaving \$1,250,000 to be covered by the loan authorization bylaw.

In summary, the current requisition of \$10,000, when applied to 61 properties represents a cost of approximately \$164 a year. If a property were to be removed from the service area, this would result in the remaining properties paying approximately \$167 a year.

Following refurbishment of the dam, it is anticipated, based on 2025 estimates, that the annual requisition will increase to \$75,000 and, when applied to 61 properties represents a cost of approximately \$1,230 a year. If a property were to be removed from the service area, this would result in the remaining properties paying approximately \$1,250 a year.

---

**Subject Property:**

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on March 10, 1954, while available Regional District records indicate that a building permit has not previously been issued for this property.

Under the Electoral Area “H” Official Community Plan (OCP) Bylaw No. 2497, 2012, the subject property is currently designated Small Holdings (SH) and is the subject of a Watercourse Development Permit (WDP) Area designation associated with Chain Lake.

Under the Electoral Area “H” Zoning Bylaw No. 3065, 2024, the property is currently zoned Small Holdings Three (SH3) which permits for a single detached dwelling as a principal use.

**Analysis:**

In considering this request, Administration notes that the subject property is within 150 metres of Chain Lake and for this reason, it is seen to receive measurable benefits from the service in the form of public amenity, protection of access, stabilized lake levels and erosion control.

The rationale for the petition request (i.e. that the property is not a waterfront property and that property taxes will increase if the proposed dam upgrades proceed) is also seen to apply to a number of other properties within the service area.

If a property is removed from the service area on this basis, it is likely that similar requests will follow from other property owners in the service area (NOTE: a second request of this nature has already been received by the Regional District).

This is because the removal of a property from the service area would result in costs being redistributed amongst a smaller number of parcels, which would increase costs for the remaining property owners.

Administration is concerned that this could lead to a scenario where the removal of a property from the service area triggers a cascading effect ultimately leading to the collapse of the service or rendering the service unworkable.

In addition, the removal of parcels from the service area is seen to be premature in light of ongoing consideration of potential dam upgrades, which will involve a public assent process. If the assent process fails, the dam will likely be decommissioned at the expense of properties within the service area.

While the cost to decommission the dam is unknown at this time, it would also be redistributed amongst a smaller number of parcels if this property is removed from the service area, increasing costs for remaining property owners.

**Alternative:**

Conversely, Administration recognises that if the proposed dam upgrades proceed, the anticipated increase in annual operating costs borne by property owners in the service area is large (approximately \$1,066 annually).

However, Administration considers that this matter would be better considered through the public assent process and not through individual ad hoc petition requests.

---

Should the Board wish to remove this property from the service area, it should be aware that a detailed engineering analysis of a decommissioned dam design has not been completed and thus the potential impacts of decommissioning are not fully known at this time.

Conceptually, the lake level is estimated to drop by 1.45 metres upon decommissioning due to the requirement to return to native channel elevation.

The performance of the lake/reservoir *may* decrease during storm events as a result and this would increase the risk of flooding to properties around the lake/reservoir.

A detailed environmental study would also need to be done due to the significant alteration to the ecosystem associated with decommissioning and the completion of such a study *may* result in additional work and studies to be carried out.

**Summary:**

In summary, Administration is concerned that the petition request will increase costs for other property owners in the service area and may ultimately jeopardize the viability of the service. For these reasons, Administration is recommending that the petition be denied.

**Financial Implications:**

Financial implications have been considered and any adjustments resulting from the removal of an individual property from the service area are seen to be minor (e.g. removal of the subject property from the service area would result in an increase of \$3 to the current annual operating costs for each remaining parcel).

**Communication Strategy:**

No communication strategy is proposed as this is not required under the *Local Government Act* in relation to the amendment of a service area bylaw.

**Site Context:**

The subject property is approximately 1.12 ha in area and is situated on the north side of Princeton-Summerland Road, approximately 150 metres from Chain Lake. It is understood that the parcel is comprised of vacant land.

The surrounding pattern of development is generally characterised by similarly sized recreational parcels (available records suggest as few as 5 properties may have year-round residents) that have been developed with single detached dwellings.

Will a PowerPoint presentation be presented at the meeting?      No

**Respectfully submitted:**

"Ben Kent"

Ben Kent  
Planner II

**Endorsed By:**



C. Garrish  
Senior Manager of Planning

**Endorsed By:**



A. Fillion  
Managing Director, Dev. & Infrastructure

**Attachments:** No. 1 – Context Maps

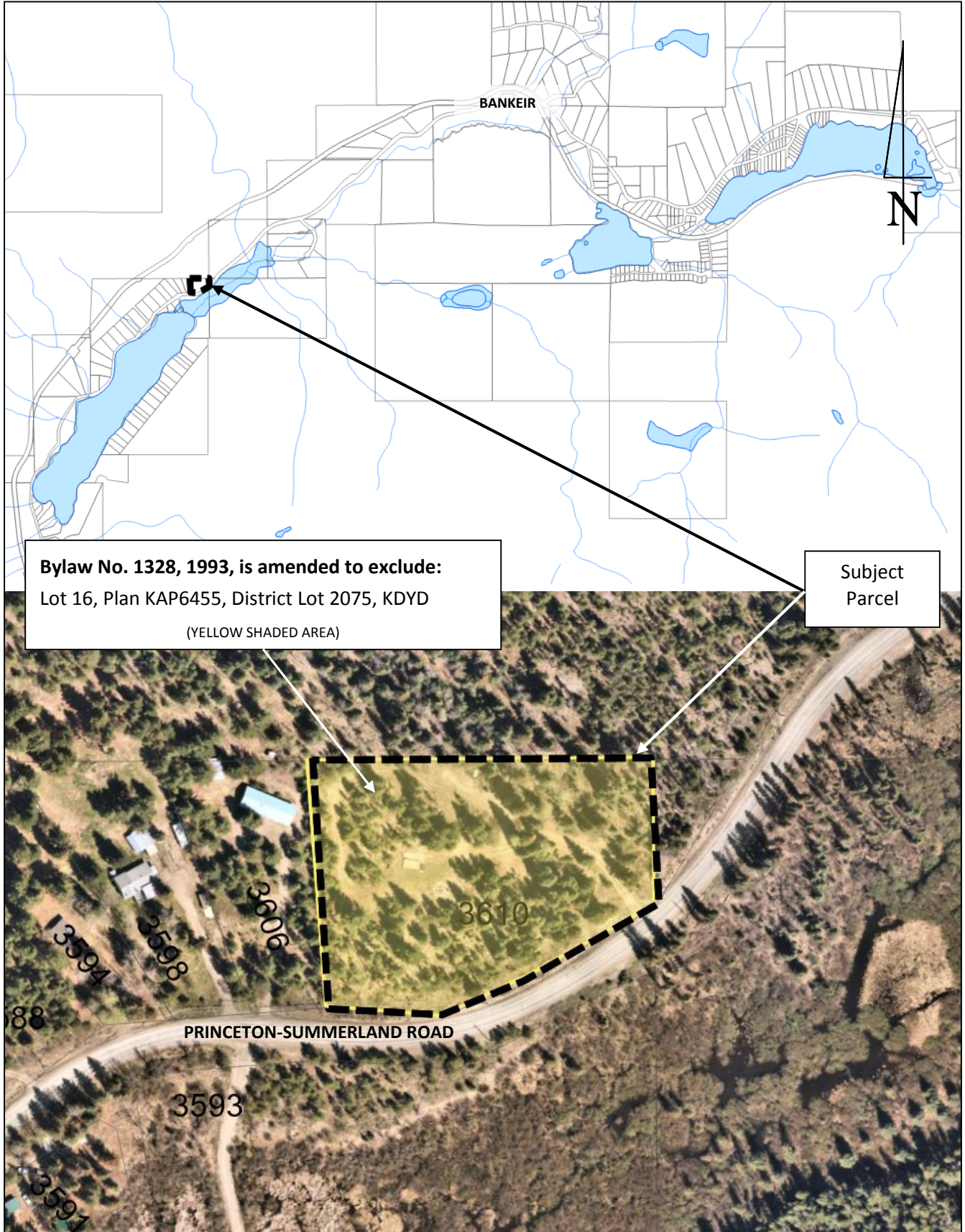
---

No. 2 – Service Area Map

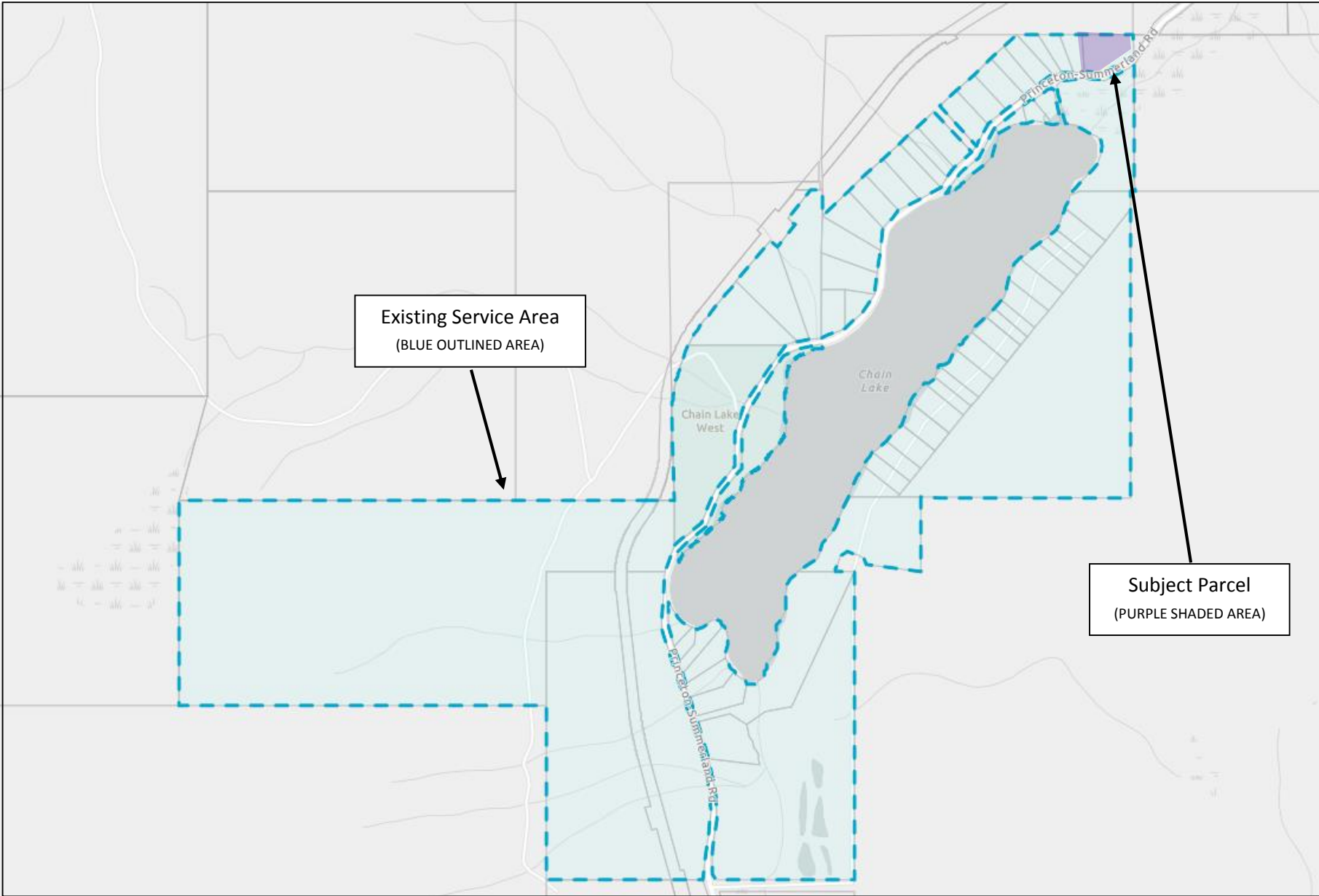
No. 3 – Aerial Photo

No. 4 – Site Photos (Dam)

Attachment No. 1 – Context Maps



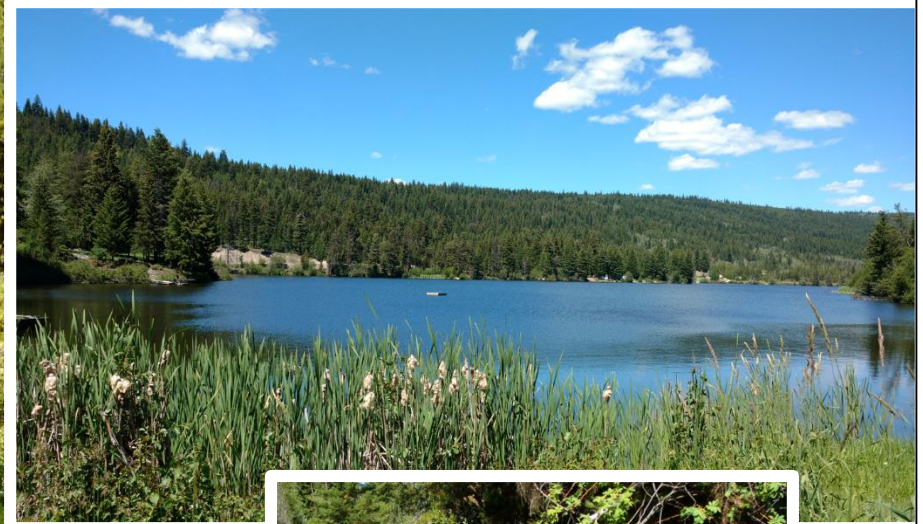
Attachment No. 2 – Service Area Map



Attachment No. 3 – Aerial Photo



Attachment No. 4 – Site Photos (Dam)



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 1382.02, 2026**

---

**A Bylaw to amend the Chain Lake-Shinish Creek Diversion Service Establishment Bylaw No. 1382, 1993**

---

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 “Chain Lake-Shinish Creek Diversion Service Establishment Amendment Bylaw No. 1382.02, 2026.”
2. The service area boundary, being Schedule ‘A’ of the Chain Lake-Shinish Creek Diversion Service Establishment Bylaw No. 1382, 1993, is amended by removing the land described as 3610 Princeton-Summerland Road, and shown shaded yellow on Schedule ‘A’, which forms part of this Bylaw.

READ A FIRST, SECOND AND THIRD TIME this \_\_\_\_ day of \_\_\_\_\_, 2026.

CONSENTED TO in writing by the Electoral Area “H” Director this \_\_\_\_ day of \_\_\_\_\_, 2026.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2026.

\_\_\_\_\_  
Board Chair

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

FILED WITH THE INSPECTOR OF MUNICIPALITIES this \_\_\_\_ day of \_\_\_\_\_, 2026.

# Regional District of Okanagan-Similkameen

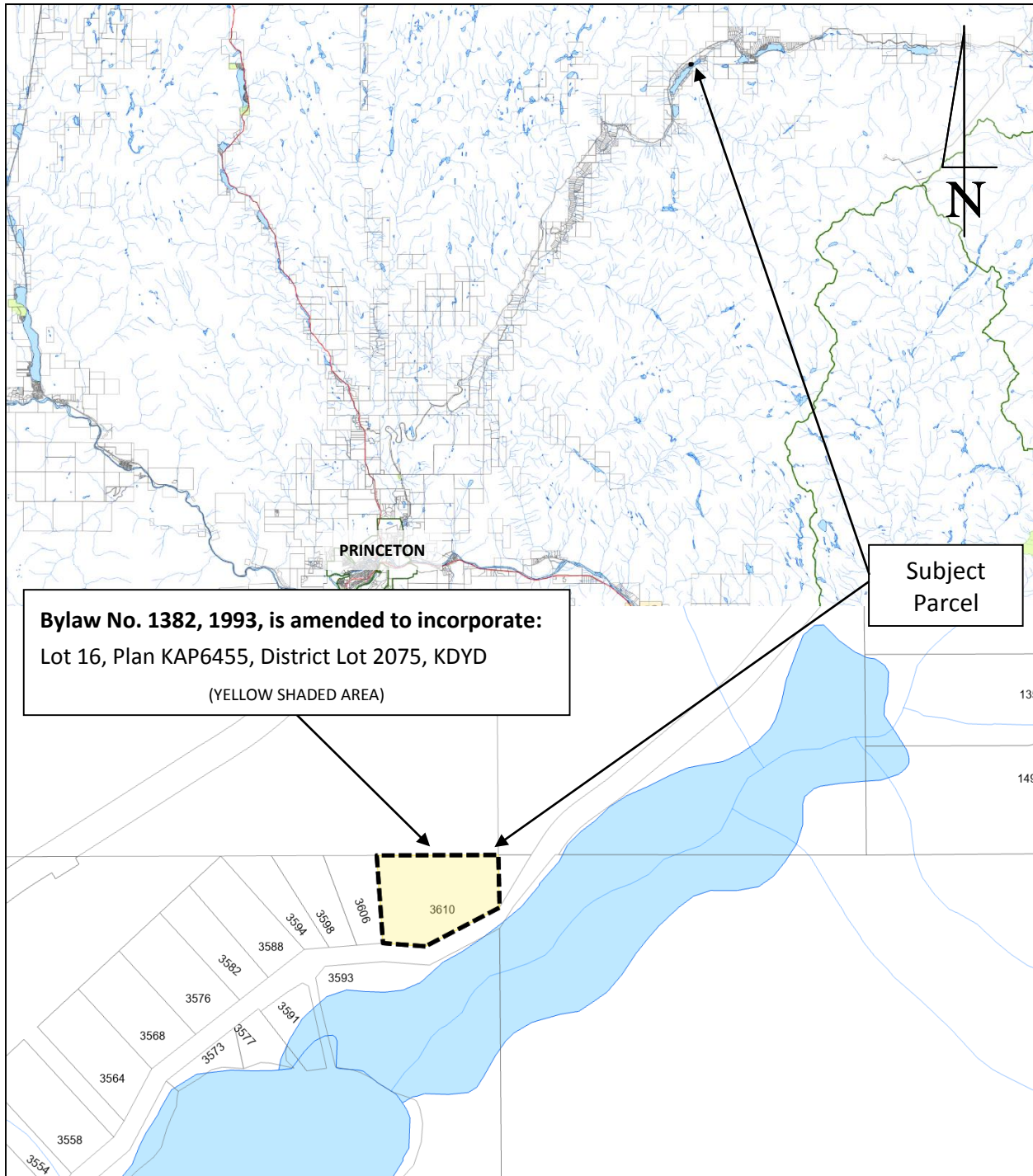
101 Martin St, Penticton, BC, V2A-5J9  
Tel: 250-492-0237 Email: [info@rdos.bc.ca](mailto:info@rdos.bc.ca)



Amendment Bylaw No. 1832.02, 2026

File No. H2025.004-SAP

## Schedule 'A'



Amendment Bylaw No. 1832.02, 2026  
(H2025.004-SAP)

**DRAFT VERSION — 2025-11-26**

Page 189 of 244

Page 2 of 2

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Hedley War Memorial Cenotaph and Grace Hedley Church (Little Church)  
Heritage Register Status and Provincial Heritage Register Nomination**

---

### **Administrative Recommendation:**

THAT the Board of Directors confirm that the Hedley War Memorial Cenotaph has been included on the RDOS Community Heritage Register since the Board decision of February 15, 2018;

AND THAT the Board of Directors direct staff to add the Grace Hedley Church (Little Church) to the RDOS Community Heritage Register;

AND FURTHER THAT the Board of Directors direct staff to proceed with an application to the Province of British Columbia to add the Hedley War Memorial Cenotaph and Grace Hedley Church (Little Church) to the BC Provincial Heritage Register.

### **Alternatives:**

THAT the Board take no action at this time.

### **Purpose:**

The purpose of this report is to:

- Provide the Board with a concise historical and administrative overview of the Hedley War Memorial Cenotaph heritage designation;
- Clarify the status of the Cenotaph on the RDOS Community Heritage Register;
- Acknowledge and address a minor administrative discrepancy related to the RDOS website;
- Outline community interest in advancing the Grace Hedley Church (Little Church) for heritage recognition and seek Board direction on its addition to the RDOS Community Heritage Register; and
- Seek Board direction to advance formal recognition of the sites on the Provincial Heritage Register

### **Strategic Priorities:**

#### 1.2 Create Connections

This report aligns with the RDOS Strategic Priorities, particularly:

- Theme 1 – Vibrant and Diverse Communities: Protects cultural and historical assets that contribute to community identity;
- Theme 2 – Governance: Demonstrates accountability and follow-through on previous Board decisions; and
- Theme 3 – Intergovernmental Action: Advances collaboration with the Province of British Columbia on heritage recognition and stewardship.

## **Background & Analysis:**

### *Community and Board Decisions*

On February 1, 2018, the Community Services Committee considered a Statement of Significance and supporting documentation for the Hedley War Memorial Cenotaph. The Committee formally recommended that the site be nominated for inclusion on the RDOS Community Heritage Register.

At its regular meeting on February 15, 2018, the RDOS Board of Directors received and adopted the Community Services Committee recommendation and supported the nomination of the Hedley War Memorial Cenotaph for inclusion on the RDOS Community Heritage Register. This motion was moved, seconded, and carried by a simple majority, establishing clear Board authority and direction.

Since that time, the 2018 decision has not been rescinded or amended and has remained in effect from a governance and administrative perspective.



Hedley War Memorial Cenotaph

### *Hedley Heritage Museum Society Correspondence*

In 2023–2024, the Hedley Heritage Museum Society contacted RDOS noting difficulty locating Hedley heritage sites, specifically the War Memorial Cenotaph, on the RDOS website. The Society referenced the 2018 Community Services Committee and Board decisions and requested that the apparent omission be addressed.

This correspondence prompted an internal review by staff and senior management, including review by the Chief Administrative Officer, confirming that:

- The Board decision from 2018 remains valid; and
- The issue relates to public-facing visibility, not the substance of heritage recognition.

### *Grace Hedley Church (“Little Church”)*

The Grace Hedley Church, commonly referred to as the “Little Church,” is a long-standing and well documented historic place within the community of Hedley. The Church, which was built in 1903, has been the subject of a Statement of Significance and supporting heritage documentation, and was discussed in the context of broader Hedley heritage assets during the 2018 Community Services Committee review.

However, unlike the Hedley War Memorial Cenotaph, no formal RDOS Board resolution was adopted in 2018 to add the Grace Hedley Church to the RDOS Community Heritage Register. A review of the February 15, 2018 RDOS Board minutes confirms that the Board’s explicit heritage register decision at that time applied solely to the Cenotaph.

Subsequent correspondence from the Hedley Heritage Museum Society and the Electoral Area “G” Director indicates ongoing community interest in having the Church formally recognized as a heritage site. Recent review of RDOS records confirms that advancing the Little Church for heritage registration would constitute a new addition, requiring explicit Board endorsement, rather than an administrative follow-through of a previous decision.

Given the Church’s documented historic, cultural, and social significance, and its long association with early community life in Hedley, staff are recommending that the Board now consider formally adding the Grace Hedley Church to the RDOS Community Heritage Register, consistent with RDOS heritage practices and legislative requirements under the Local Government Act.



Hedley Grace Church

#### *RDOS Community Heritage Register and Website*

RDOS maintains a Community Heritage Register under the authority of the Local Government Act. The Register exists as an administrative and policy instrument and does not rely solely on website listings to confirm status.

The review confirmed that the Hedley War Memorial Cenotaph has been protected as a registered heritage site since the 2018 Board decision, notwithstanding that it was not clearly reflected on the heritage portion of

---

the RDOS website. This omission is characterized as a minor administrative and communications oversight, not a lapse in governance, protection, or Board intent.

Staff are currently working to update RDOS web content to reflect historic Board decisions accurately, including heritage

#### *RDOS Heritage Services Context and Budget*

RDOS heritage services for Electoral Area “G” are funded through the Heritage Service (GL 7840). The 2026 operating budget includes approximately \$8,300 in revenues and in annual expenses, including modest support costs and contractual support to local heritage organizations such as the Hedley Museum Society.

These services are guided by RDOS heritage policies and practices, including the RDOS Heritage Strategy, which emphasizes community-based stewardship, recognition of local historical assets, and collaboration with senior governments where appropriate.

#### *Historic Significance of the Hedley War Memorial Cenotaph*

The Hedley War Memorial Cenotaph, which was built in 1919, commemorates residents of Hedley who served and died in Canada’s military conflicts. It forms part of a broader collection of historic assets in Hedley, including the adjacent Grace Hedley Church, which has its own documented Statement of Significance.

The Cenotaph holds:

- Cultural and social value as a focal point for remembrance and public ceremonies;
- Historical value tied to Hedley’s early 20th-century community history; and
- Educational value through its association with local heritage interpretation and tourism along the Highway 3 corridor.

#### *Provincial Heritage Register – Process and Rationale*

The BC Provincial Heritage Register is administered by the Province of British Columbia through the Ministry responsible for culture and heritage. Inclusion on the Register:

- Does not impose additional regulatory burden on local governments;
- Provides formal recognition at the provincial level;
- Improves visibility for heritage conservation, education, and tourism; and
- Strengthens eligibility for certain heritage-related funding opportunities.

The application process is initiated by the local government and typically includes:

- Confirmation of local heritage recognition (already satisfied via the 2018 Board decision);
- A Statement of Significance; and basic site and ownership information.

Given the longstanding RDOS recognition of the Cenotaph and strong community support, staff recommend advancing to the provincial registration stage.

**Financial Implications:**

There are no material financial implications associated with confirming the local register status or submitting an application to the Provincial Heritage Register. All work can be accommodated within existing staff resources and the approved heritage service budget.

**Communication Strategy:**

Following Board direction:

- Staff will update RDOS public- facing heritage content to clearly reflect the heritage register status of the Hedley War Memorial Cenotaph and, subject to Board direction, the addition of the Grace Hedley Church;

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**

*"Mark Koch"*

*Managing Director, Community and Environmental  
Services*

Attachment 1: Hedley War Memorial Cenotaph Statement of Significance

Attachment 2: Hedley Grace Church Statement of Significance

# STATEMENT OF SIGNIFICANCE

## Hedley War Memorial Cenotaph Electoral Area "G"

### DESCRIPTION OF HISTORIC PLACE

The Hedley war monument is located at the intersection of Scott Avenue and Webster Avenue, in Hedley, British Columbia. The south-facing monument is constructed of Vancouver Island diorite granite, and is eight feet high. The obelisk sits on a pedestal and displays lead lettering, battalion engraving and a WWII bronze plaque. A stone wall of cement cap surrounds the monument, is two feet high, and the total width of the square enclosure is approximately 15 feet. The cenotaph is situated in the original location from which 17 volunteers departed to enlist in World War I. Constructed in 1919, the Hedley Cenotaph is said to be one of the first war memorials in Canada. The monument was constructed with funds raised by the townspeople of the day. The site is also the largest town gathering to commemorate and honour those who served their country past and present.

### HERITAGE VALUES

The Hedley War Memorial Cenotaph is a site of heritage significance, for it embodies historical, aesthetic, cultural, spiritual, and educational values of the community. Aesthetic values are attributed to the site due to the unique stone masonry craft design and lost art of lead lettering. Cultural values are embodied in the fact that the local landmark has been known to generations of Hedley residents. Among the fallen names include (name), a First Nation's man as well as miners and other local families. Research on cenotaph names brings local history and families to life and reconnects with soldiers' descendants. The heritage site holds spiritual value for past and present generations, as it provides a focal point for reflection on personal histories and all others lost in wars, and generated church membership over the years. The memorial also remembers the fifteen soldiers that fell during two World Wars.

### CHARACTER-DEFINING ELEMENTS

- The original location from which the soldiers of Hedley departed
- Dressed granite monument in early 20th Century style
- The fallen names of soldiers, and the dedication.
- Lead-filled engraved lettering.
- WWII bronze plaque.
- Insignia of the 54th Battalion
- A protective stone wall.

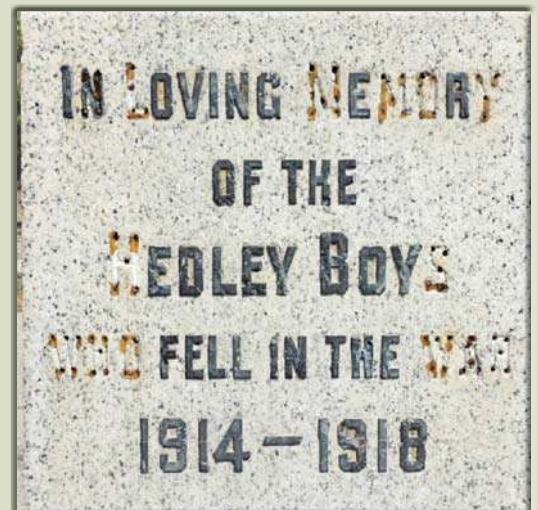


## SUPPORTING DOCUMENTATION

1. Author Unkown, 1919. Princeton Star, Memorial for Hedley Soldiers. December 19, 1919.
2. Jack, Alec, 1966. Hedley Gazette, Letter to the Editor May 4, 1966.
3. Bowie, Tara, 2015. Keremeos Review, Push is on for Hedley cenotaph restoration. November 26, 2015.
4. Martens, Art, 2017. Similkameen Spotlight, Cenotaph might be oldest in Canada. August 10, 2017.
5. Author and Date Unkown, Historical Photo of Hedley Cenotaph.
6. Author Unkown, 2017. Cenotaph Final Repair. August, 2017.

## SPECIAL NOTES:

1. The cenotaph is located on the Ministry of Transportation and Infrastructure Right-of -Way.



## "Memorial for Hedley Soldiers"

A monument of coast granite has been erected in front of the bank of Montreal building at Hedley in memory of the eleven men from the place who sacrificed their lives during the war. The monument cost upwards of \$1,000, and the ultimate intention is to have a couple of machine guns placed beside it. The names of the eleven heroes are carved on the granite, and the monument in all is an imposing structure. The unveiling ceremony took place last Sunday afternoon, and to Mrs. G.P.Jones was given the honour of the unveiling, while Rev.A.H.Cameron, a retired minister residing in Keremeos, was the spokesman. In the evening Rev. Cameron conducted a memorial service in the church, when there was a very large attendance. Mr Cameron expressed his appreciation of being invited to perform at these services, this being his first chance since 1914 to express publically his appreciation of Canadian soldiers."

***Princeton Star, Friday December 19, 1919***

HEDLEY

May 4/66

Letter to the Editor  
Re: Hedley Cenotaph

I am now the sole surviving member of the committee appointed in August 1919 to select and have erected a memorial cenotaph or column in Hedley, B.C. - this in memory of the men who died in the First or Great War.

Accordingly I have been very pleased to hear of the work of renovation and repair recently carried out, and to think that the neglected appearance of the cenotaph has been rectified. I believe that Mr. Bob Evans of Hedley was responsible for this good work and I thank him heartily.

The Cenotaph was paid for by the Hedley Patriotic Fund which was raised by the citizens of Hedley and the Nickel Plate during the war years and it amounted to a considerable sum, much of which was disbursed to returning veterans.

Mr. Thomas C. Knowles was the committee member who had the 'lion's share' in this project I forget who the third member was possibly Mr. E. J. Rotherham, Princeton's late postmaster. It is a great pleasure to know that this 47 year old memorial is now in creditable shape. Yours truly A. W. JACK. P.O. Box 78, Qualicum Beach.

# Push is on for Hedley cenotaph restoration

Tara Bowie  
Review Staff

It's not easy to find someone qualified to work on an almost 100 year-old monument and it certainly isn't cheap.

For about a year a group of dedicated volunteers in Hedley have been working to raise funds and secure a contractor to restore the Hedley cenotaph.

"Although we looked we were unable to find artisans in the Okanagan Valley that were able to work to restore the cenotaph so we had to go to Vancouver. We've found two monument companies in Vancouver and they've visited the site and they offer two very different options. It's very difficult to find people who are qualified to do this kind of work nowadays," Jennifer Douglass, member of the Hedley Cenotaph Committee said.

Over the years the lead lettering has either fallen off or been pulled off and portions of the granite have been damaged with time.

In addition to restoring the cenotaph, the committee would like to add two names Lep. William H. Henderson and Pte. John W. McLintock to the cenotaph. Through research and using the Hedley Gazette it's been determined the men were from Hedley and fought and died in the First World War.

"We've found evidence, documents that prove these men were Hedley residents and they died in the war and we would like to add them to the cenotaph," Douglass said.

The committee received two quotes from two companies that are very different from one another, Douglass said.

The first proposal is to cover the existing lead lettering with granite plaques and re-engrave all the soldiers' names onto the granite. This method would prevent vandals or age from removing letters in the future.

The cost is about \$19,500.

The other option is to replace the lead letters, keeping with the original design and adding the two new names also in lead letter.

The cost would be about \$22,000.

Residents who attended a meeting scheduled for Wednesday afternoon had a chance to decide which direction to go.

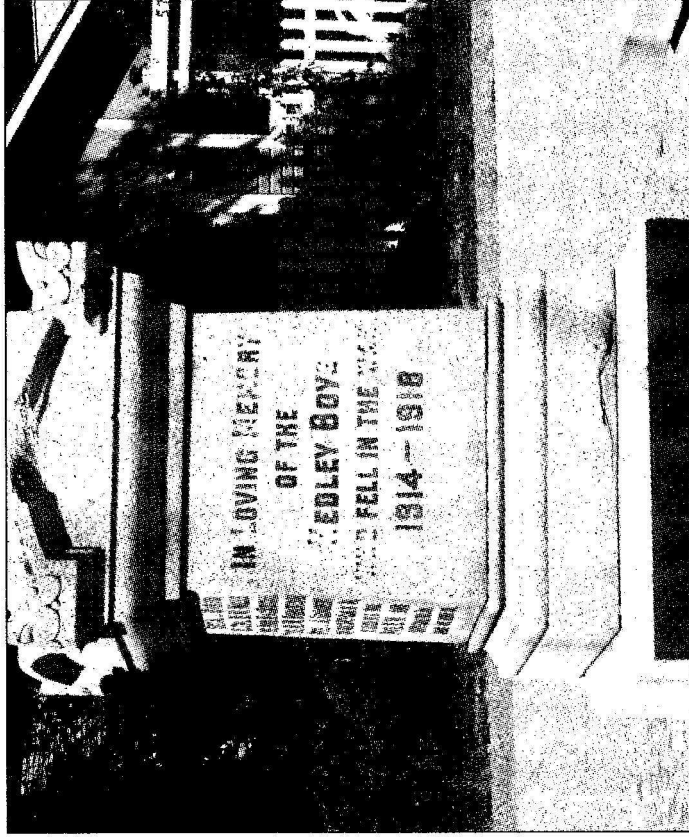
At this point almost \$5,000 has been raised for the restoration project and a grant from Veterans Affairs has been established to match up to \$10,000 raised.

"So we're about half way there right now," Douglass said.

Two families that took part in a commemorative weekend this past August of the 100-year anniversary of 17 Hedley men enlisting in the First World War on the same day, have stepped forward and stated they would match funds donated up to \$1,800 for a total of \$3,600.

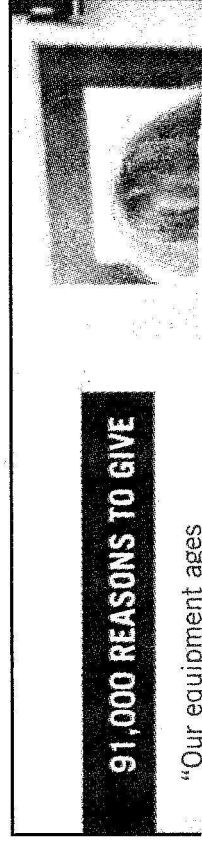
"They want to remain anonymous but they did generously come forward and say they would match funds raised up until the end of the year. So, the push is on."

Anyone interested in donating funds to restore the Hedley cenotaph can mail checks to the Hedley Museum with checks payable to the Hedley Cenotaph Fund.



File photo

Lead lettering is missing from the Hedley cenotaph. A group of volunteers are working to have the almost 100-year-old monument restored.

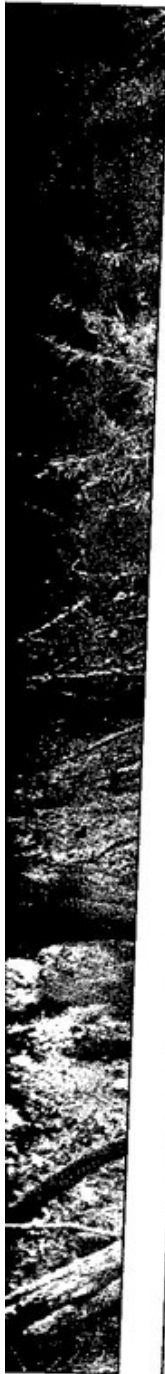


91,000 REASONS TO GIVE

"Our equipment ages

ne

# Cenotaph might be oldest in Canada



ART MARTENS

Carrying buckets of water, soft brushes and tooth-brushes, six enthusiastic Hedley citizens recently turned out to thoroughly clean the Hedley cenotaph. Restored with the help of fundraising and a matching grant from the federal government, the cenotaph will be rededicated at 1:00 pm on August 26th. The impetus for the refurbishing came from local researchers Jennifer Douglass and Andy English. From early issues of the Princeton Star and the Hedley Gazette, and conversations with descendants of service men named on the cenotaph, Douglass and English gleaned considerable information that might have been lost without their efforts. Their research brought to light two new names that needed to be added. According to English, the cenotaph may have been the first in Canada. Its location marks a point where 17 local recruits assembled in August 1915, prior to departing for Penticton where they enlisted. They were given a rousing send off with a marching band, a large banner and much applause and cheering.

ed  
ck on  
n was  
e access.

or more





08/26/2017

# STATEMENT OF SIGNIFICANCE

Hedley Grace Church  
Electoral Area “G”

## DESCRIPTION OF HISTORIC PLACE

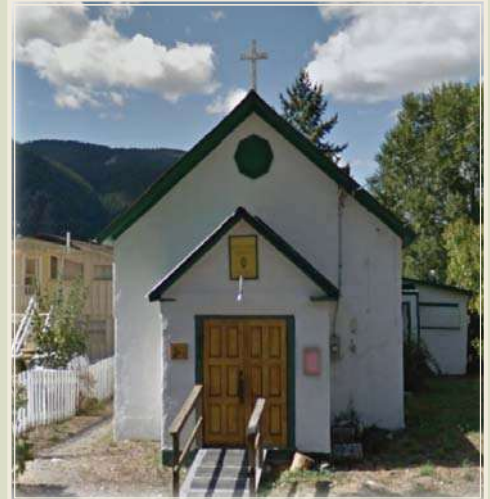
Hedley Grace Church is a small church building located on 864 Ellis Avenue in Hedley, British Columbia. It is positioned on Lot 5-6, Block 42, District Lot 1975, Similkameen Division Yale District, Plan 2565. Situated adjacent to Woodlie Park, the building features a white stucco exterior, green roof, with green trim, varnished doors and a wooden cross mounted over the entrance.

The Hedley Grace Church is valued today as a site of continuous spiritual worship since the early 20th century. The first service at the site is known to have occurred as early as 1901, when Rev. E.E. Hardwick, an employee at the local mine, held services in a tent at this location. A year later, Grace Methodist Church was constructed on donated land with volunteer labour and under the direction of Rev. J.W. Hedley. The rear of the church building hosted Hedley’s first school, along with the first Library, and the headquarters of the Twentieth Century Club in 1903.

Throughout the years, the building has housed a number of religious denominations, including the Methodist Church (1902), the United Church (1925), the Keremeos Ecumenical Parish (1969), and Hedley Grace Church (2008). Since inception, the church building has played a prominent role in the social, cultural, and spiritual fabric of the community.

## HERITAGE VALUES

The building holds aesthetic value for its physical features are true to architectural design of its time, many of which sit in their original form today. The cultural value of the site is apparent in the church mandate of community service of the church having served the community of Hedley for 113 years. The spiritual value of the site is embodied in the site being a place of spiritual worship and guidance, including Sunday school, Bible teachings, and regular Sunday services. Social value of the site is exemplified in that the church has served as a gathering place for community activities, including potlucks, Christmas and Easter pageants, and an emergency centre in times of crisis. Having functioned as a school and library, the site holds educational value for residents. Finally, Hedley Grace Church has provided significant economic value to the community, having provided donations for numerous community projects, such as sending children to summer camp, and providing hampers to families and individuals in need.



## CHARACTER-DEFINING ELEMENTS

- Original doors and windows;
- Original chairs in the sanctuary and Sunday school room;
- A wooden cross on vestibule;
- The original platform;
- Fir wood floors;
- The original piano;
- Stucco siding from the 1930’s;
- Built with 1” x 6” Shiplap

## SUPPORTING DOCUMENTATION

1. Barnes, H. D., 1948. Early History of Hedley Camp. *Okanagan Historical Society*, 12: 67 - 88.
2. Hughesman, Rev. D., 2001. Celebrating 100 years of Worship. *The Review*, Keremeos, British Columbia.
3. Leslie, T. A., 1969. Hedley. *Okanagan Historical Society*, 33: 147-150.
4. Martens, A., 2015. Gifting of Hedley Grace Church. *Living Significantly*. Accessed at <http://livingsignificantly.ca/2015/04/28/> on December 22nd, 2016.

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Wildlife Safety Education Programming**

---

### **Administrative Recommendation:**

THAT the Board direct staff to proceed with coordinating an internal wildlife safety education program, utilizing existing 2026 budget allocations to rebrand and transition the program in 2026, with full implementation in 2027.

### **Alternatives:**

THAT the Board direct staff to continue a seasonal external wildlife safety education program delivered through the BC Conservation Foundation.

### **Purpose:**

To seek Board direction on next steps for the delivery of wildlife safety education programming in the region.

### **Strategic Priorities:**

2.3 Engage Communities

### **Background & Analysis:**

WildsafeBC, operated by BC Conservation Foundation (BCCF), provides wildlife safety education programming across British Columbia, including within the RDOS. For approximately ten years, the RDOS has participated in a hybrid model that supported a Community Coordinator responsible for public education as well as internal wildlife safety training for staff in several departments.

The Coordinator's duties included participation in community events, distribution of WildSafeBC educational materials in person and online, and operational outreach related to animal attractants. As an externally delivered program, mileage reimbursement formed a significant portion of overall program costs due to the geographic size of the region and volume of wildlife activity.

---

BCCF has recently restructured the WildSafeBC program and no longer supports externally managed or hybrid program models. As a result, the RDOS can no longer continue the existing approach and must choose between contracting the program entirely through BCCF on a seasonal basis or establishing an internal, RDOS-led wildlife safety education program. A hybrid delivery model is no longer an option.

**Financial Implications:**

There is no request for additional funding associated with this recommendation.

Existing 2026 budget allocations currently used for WildSafeBC enforcement and outreach activities would be reallocated to support the rebranding and development of RDOS-specific wildlife safety educational materials, including print resources and messaging.

Future program delivery levels would be structured to remain within existing budget allocations, unless otherwise directed by the Board through the annual budget process. Any proposed changes to scope or funding would be presented to the Board for consideration as part of the 2027 budget deliberations.

**Communication Strategy:**

A communications campaign will be developed to inform residents of any changes to the expected programming.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**

Shelley Fiorito  
S. Fiorito, Manager of Utility Operations

**Endorsed by:**

Liisa Bloomfield  
L. Bloomfield, Senior Manager of Public Works

**Endorsed by:**

Allen Fillion  
A. Fillion, Managing Director, Development and Infrastructure Services

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Keremeos & District Fire Department Capital Reserve Expenditure Bylaw and 2026-2030 Five Year Financial Plan Amendment – Keremeos & District Fire Department Type 3 Engine Purchase**

---

### **Administrative Recommendation:**

THAT Bylaw No. 3145, 2026, being a bylaw that authorizes the expenditure of \$75,000 from the Keremeos and District Fire Protection Capital Works, Machinery and Equipment Reserve Fund toward the purchase of a Type 3 Fire Engine for the Keremeos Fire Department, be read a first, second and third time and be adopted; and

THAT Bylaw No. 3134.01, 2026, being a bylaw to amend the 2026-2030 Five Year Financial Plan to include an additional \$75,000 from the Keremeos & District Fire Department Capital Reserve for the purchase of a Type 3 Fire Engine, be read a first, second and third time and be adopted.

### **Alternatives:**

THAT Bylaw 3134.01, 2026 and Bylaw 3145, 2026 not proceed.

### **Purpose:**

To amend the 2026 Keremeos & District Fire Department Capital Budget to add an additional \$75,000 towards the purchase of a Type 3 Engine.

### **Strategic Priorities:**

4.2 Support Protective Services

### **Background & Analysis:**

The Keremeos & District Fire Department (KDFD) Capital Budget included \$100,000 for the purchase of a Type 3 engine. A Type 3 engine will enable the KDFD to better respond to areas such as Pincushion Estates and other steep off-road areas, as well as being able to traverse terrain which

---

the previous, larger Type 1 engine could not, such as orchards and dirt roads. This truck will also be able to be deployed by BC Wildfire Service (BCWS).

Staff have been seeking a used Type 3 Engine and are not finding any viable options within the budgeted \$100,000 total, however, there are good options available within the \$175,000 range. The addition of available funding would make this purchase possible.

The fire department has sufficient funds in the capital reserve. In addition, KDFD disposed of the previous Type 1 engine for \$16,100, and the Structure Protection Trailer for \$170,000 in 2026. All proceeds have been added to the capital reserve this year. The KDFD also has a surplus wildland truck for sale with a reserve price of \$50,000.

Type 3 engines are in high demand with BCWS, as they have moved away from the more cumbersome Type 1 engines in favor of these smaller hybrid trucks, and generate potential revenues of \$6,816.00 each day deployed.

**Financial Implications:**

No direct tax implications for residents as the purchase is funded from the capital reserve.

**Communication Strategy:**

No communication is required.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**

"Nathan Grant, CPA, CA"  
N. Grant, Accountant II

**Endorsed by:**

"Noelle Evans-MacEwan, CPA, CA"  
N. Evans-MacEwan, Chief Financial Officer

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 3145, 2026**

---

A bylaw to authorize the expenditure of monies from the Keremeos and District Fire Protection Capital Works, Machinery and Equipment Reserve Fund for the purchase of a Type 3 Fire Engine.

---

**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 Keremeos and District Fire Protection Capital Works, Machinery and Equipment Reserve Fund, established by Bylaw No. 1210, has sufficient monies available for 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 Keremeos and District Fire Protection Capital Works, Machinery and Equipment Reserve Fund Expenditure Bylaw No. 3145, 2026.

**2 Interpretation**

2.1 The expenditure of \$75,000 from the Keremeos and District Fire Protection Capital Works, Machinery and Equipment Reserve Fund is hereby authorized toward the purchase of a Type 3 Fire Engine for the Keremeos Fire Department.

**READ A FIRST, SECOND, AND THIRD TIME** this \_\_\_\_ day of \_\_\_\_\_, 2026

**ADOPTED BY 2/3 VOTE** this \_\_\_\_ day of \_\_\_\_\_, 2026

\_\_\_\_\_  
Board Chair

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

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 3134.01, 2026**

---

A bylaw to amend the 2026-2030 Five Year Financial Plan

---

**WHEREAS** the Regional District of Okanagan-Similkameen has, by bylaw, adopted the 2026-2030 Five Year Financial Plan;

**AND WHEREAS** it is deemed advisable and expedient that the Five Year Financial Plan now be amended;

**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 "Regional District of Okanagan-Similkameen 2026-2030 Five Year Financial Plan Amendment Bylaw No. 3134.01, 2026."

**2 Interpretation**

2.1 Regional District of Okanagan-Similkameen 2026-2030 Five Year Financial Plan Bylaw No. 3134, 2026, shall be amended as per Schedule "A" attached hereto and forming part of this bylaw.

**READ A FIRST SECOND AND THIRD TIME** this \_\_\_ day of \_\_\_\_\_, 2026.

**ADOPTED BY 2/3 VOTE** this \_\_\_ day of \_\_\_\_\_, 2026.

---

Board Chair

---

Corporate Officer

Schedule A



**Regional District Of Okanagan-Similkameen  
2026-2030 Capital Financial Plan  
Fire Protection - Keremeos, Areas "B" & "G" - 1101**

	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>Revenues</b>					
Transfer from capital reserve	\$ 635,213	\$ 349,460	\$ 88,142	\$ 93,207	\$ -
Transfer from Community Works Fund (Gas Tax)	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer from Growing Communities Fund	\$ 398,111	\$ -	\$ -	\$ -	\$ -
Transfer from operating reserve	\$ 453,226	\$ 245,378	\$ -	\$ -	\$ 96,003
Debenture proceeds	\$ -	\$ 9,000,000	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 1,486,550</b>	<b>\$ 9,594,838</b>	<b>\$ 88,142</b>	<b>\$ 93,207</b>	<b>\$ 96,003</b>
<b>Expenses</b>					
Salaries & wages	\$ 18,865	\$ 19,477	\$ 20,064	\$ 20,663	\$ 21,282
Salaries & wages			\$ (20,064)	\$ (20,663)	\$ (21,282)
Support costs	\$ 3,567	\$ 493,361	\$ 1,142	\$ 1,207	\$ 1,243
Firehall expansion CF	\$ 326,363	\$ -	\$ -	\$ -	\$ -
Firehall expansion	\$ -	\$ 9,000,000	\$ -	\$ -	\$ -
Land acquisition CF	\$ 299,306	\$ -	\$ -	\$ -	\$ -
Land acquisition	\$ -	\$ -	\$ -	\$ -	\$ -
Hall relocation study CF	\$ 60,213	\$ -	\$ -	\$ -	\$ -
Hall relocation study	\$ -	\$ -	\$ -	\$ -	\$ -
Fire department infrastructure CF	\$ 525,236	\$ -	\$ -	\$ -	\$ -
Fire department infrastructure	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Fire trucks</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Firefighting equipment	\$ 40,000	\$ 42,000	\$ 44,000	\$ 46,000	\$ 47,380
Turnout gear	\$ 38,000	\$ 40,000	\$ 43,000	\$ 46,000	\$ 47,380
<b>Total Capital Expenses</b>	<b>\$ 1,486,550</b>	<b>\$ 9,594,838</b>	<b>\$ 88,142</b>	<b>\$ 93,207</b>	<b>\$ 96,003</b>
	-	-	-	-	-

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Community Works Fund Reserve Expenditure Bylaw and 2026-2030 Five Year Financial Plan Amendment – Anarchist Mountain Community Centre**

---

### **Administrative Recommendation:**

THAT Bylaw No. 3144, 2026, being a bylaw that authorizes the expenditure of \$250,000 from the Electoral Area “A” Community Works Fund (Gas Tax) Reserve for the purpose of construction of the Anarchist Mountain Community Centre at Jamie Soule Park be read a first, second and third time and be adopted; and

THAT Bylaw No. 3134.02, 2026, being a bylaw to amend the 2026-2030 Five Year Financial Plan to allocate \$250,000 from Electoral Area “A” Community Works Fund (Gas Tax) Reserve to the Anarchist Mountain Community Centre project at Jamie Soule Park, be read a first, second and third time and be adopted.

### **Alternatives:**

THAT Bylaw No. 3144, 2026 and Bylaw No. 3134.02, 2026 not proceed.

### **Purpose:**

To authorize the expenditure of \$250,000 from the Electoral Area “A” Community Works Fund Reserve for the construction of the Anarchist Mountain Community Centre at Jamie Soule Park.

### **Strategic Priorities:**

5.3 Provide Infrastructure

### **Background & Analysis:**

The construction project will be managed by the Anarchist Mountain Community Society. The Society has received a \$100,000 grant from the Community Foundation of the South Okanagan Similkameen. The conditions of the grant require the recipient to match the value of the grant from

---

---

other sources of funding. The \$250,000 of Electoral Area “A” Community Works Fund Reserve will satisfy the matching requirement, as well as cover the estimated remaining costs of construction. The community centre will be on RDOS property and will be owned by the RDOS when completed. As such, UBCM has confirmed that the project does not fall under the 3rd party approval requirements of the Community Works Fund program.

**Financial Implications:**

No direct tax implication to residents as the funds for the project are coming from the Electoral Area “A” Community Works Fund Reserve.

This project aligns with the following criteria outlined for the Community Works Fund Program:

- Recreation and Cultural Infrastructure, which includes new construction, upgrading, repurposing or life extension of infrastructure such as community centers.

**Communication Strategy:**

As the total funds committed to the Anarchist Mountain Community Centre project from Electoral Area “A” Community Works Fund exceeds \$100,000, signage may be required in accordance with UBCM recommendations.

Will a PowerPoint presentation be presented at the meeting?    No

---

**Respectfully submitted:**

“Nathan Grant, CPA, CA”  
N. Grant, Accountant II

**Endorsed by:**

“Noelle Evans-MacEwan, CPA, CA”  
N. Evans-MacEwan, Chief Financial Officer

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 3144, 2026**

---

A bylaw to authorize the expenditure of monies from the Electoral Area “A” Community Works Program (Gas Tax) Reserve Fund toward the construction of the Anarchist Mountain Community Centre at Jamie Soule Memorial Park.

---

**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 “A” Community Works Program (Gas Tax) Reserve Fund, established by Bylaw No. 2400, 2006, 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 “A” Community Works Program (Gas Tax) Reserve Fund Expenditure Bylaw No. 3144, 2026”

**2 INTERPRETATION**

2.1 The expenditure of \$250,000 from the Electoral Area “A” Community Works Program (Gas Tax) Reserve Fund is hereby authorized toward the construction of the Anarchist Mountain Community Centre at Jamie Soule Memorial Park, Electoral Area “A”.

**READ A FIRST, SECOND, AND THIRD TIME** this \_\_\_ day of \_\_\_\_\_, 2026

**ADOPTED BY TWO-THIRD VOTE** this \_\_\_ day of \_\_\_\_\_, 2026

---

Board Chair

---

Corporate Officer

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 3134.02, 2026**

---

A bylaw to amend the 2026-2030 Five Year Financial Plan

---

**WHEREAS** the Regional District of Okanagan-Similkameen has, by bylaw, adopted the 2026-2030 Five Year Financial Plan;

**AND WHEREAS** it is deemed advisable and expedient that the Five Year Financial Plan now be amended;

**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 "Regional District of Okanagan-Similkameen 2026-2030 Five Year Financial Plan Amendment Bylaw No. 3134.02, 2026."

**2 Interpretation**

2.1 Regional District of Okanagan-Similkameen 2026-2030 Five Year Financial Plan Bylaw No. 3134, 2026, shall be amended as per Schedule "A" attached hereto and forming part of this bylaw.

**READ A FIRST SECOND AND THIRD TIME** this \_\_\_ day of \_\_\_\_\_, 2026.

**ADOPTED BY 2/3 VOTE** this \_\_\_ day of \_\_\_\_\_, 2026.


---

Board Chair

---

Corporate Officer

Schedule A

	<b>Regional District of Okanagan-Similkameen</b> <b>2026-2030 Capital Financial Plan</b> <b>Rural Projects - Area "A" - 0311</b>				
GL Account	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>Revenues</b>					
Transfer from capital reserve	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer from Community Works Fund (Gas Tax)	\$ 260,000	\$ -	\$ -	\$ -	\$ -
Transfer from operating reserve	\$ 98	\$ -	\$ -	\$ -	\$ -
Grant funding	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 260,098</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenses</b>					
Support costs	\$ 98	\$ -	\$ -	\$ -	\$ -
Anarchist Mountain community hall	\$ 260,000	\$ -	\$ -	\$ -	\$ -
<b>Total Expenses</b>	<b>\$ 260,098</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **2026-2030 Five Year Financial Plan Amendment – Regional Trails**

---

### **Administrative Recommendation:**

THAT Bylaw No. 3134.03, 2026, being a bylaw to amend the 2026-2030 Five Year Financial Plan to include \$50,000 of grant funds for the Regional Trails Operating Financial Plan, be read a first, second and third time and be adopted.

### **Alternatives:**

THAT Bylaw No. 3134.03, 2026 not proceed.

### **Purpose:**

To amend the 2026 Regional Trails Operating Financial Plan to include \$50,000 of grant funds from Trans Canada Trail for capacity-building activities that help RDOS assess operational, capital and resource requirements and support development of analysis and board-level decision materials.

### **Strategic Priorities:**

5.3 Provide Infrastructure

### **Background & Analysis:**

RDOS is becoming increasingly more responsible for an expanding regional trail network that includes engineered infrastructure such as bridges, culverts, tunnels and other drainage and stability features. Decisions currently before the organization have highlighted the need for a stronger, region - wide understanding of asset conditions, operations and maintenance (O&M) requirements, and lifecycle exposure across the regional trails program, to support consistent service planning and defensible budget decisions.

In April 2026, the Board endorsed expanding the scope of the Regional Trails Gap Analysis (Strategic Plan Action 26.962) to include a comprehensive, region - wide assessment of O&M, capital, and lifecycle requirements for RDOS regional trails and directed staff to prepare a five - year Regional

---

Trails Operations and Maintenance Plan inclusive of the KVR (Princeton area and main line), KVR South Spur, and Similkameen Trail.

To support this work, Trans Canada Trail entered into a contribution agreement with RDOS providing up to \$50,000 to fund capacity- building activities that help RDOS assess operational, capital, and resource requirements and support development of analysis and Board - level decision materials. The funding is being applied to expand regional trails planning work beyond mapping/classification to include clearer assessment of infrastructure needs and associated O&M and lifecycle costs to inform program direction and future budgets.

**Financial Implications:**

There are no direct tax consequences since the supplementary work is financed through grant funding.

**Communication Strategy:**

A communication strategy has been considered, and none is required.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**

"Nathan Grant, CPA, CA"  
N. Grant, Accountant II

**Endorsed by:**

"Noelle Evans-MacEwan, CPA, CA"  
N. Evans-MacEwan, Chief Financial Officer

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 3134.03, 2026**

---

A bylaw to amend the 2026-2030 Five Year Financial Plan

---

**WHEREAS** the Regional District of Okanagan-Similkameen has, by bylaw, adopted the 2026-2030 Five Year Financial Plan;

**AND WHEREAS** it is deemed advisable and expedient that the Five Year Financial Plan now be amended;

**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 "Regional District of Okanagan-Similkameen 2026-2030 Five Year Financial Plan Amendment Bylaw No. 3134.03, 2026."

**2 Interpretation**

2.1 Regional District of Okanagan-Similkameen 2026-2030 Five Year Financial Plan Bylaw No. 3134, 2026, shall be amended as per Schedule "A" attached hereto and forming part of this bylaw.

**READ A FIRST SECOND AND THIRD TIME** this \_\_\_ day of \_\_\_\_\_, 2026.

**ADOPTED BY 2/3 VOTE** this \_\_\_ day of \_\_\_\_\_, 2026.

---

Board Chair

---

Corporate Officer

Schedule A



**Regional District Of Okanagan-Similkameen  
2026-2030 Operational Financial Plan  
Regional Trails - 7720**

	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>Revenues</b>					
Tax requisition	\$ 703,424	\$ 746,358	\$ 794,642	\$ 837,441	\$ 888,654
Parks reallocation	\$ 100,000	\$ 103,000	\$ 106,090	\$ 109,273	\$ 112,551
KVR trail management	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628
Transfer from operating reserve	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100
Miscellaneous revenue	\$ 50,000	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 858,524</b>	<b>\$ 854,608</b>	<b>\$ 906,137</b>	<b>\$ 952,278</b>	<b>\$ 1,006,933</b>
<b>Expenses</b>					
Salaries & wages	\$ 243,423	\$ 251,470	\$ 259,280	\$ 267,320	\$ 275,610
Salaries & wages	\$ 4,098	\$ -	\$ -	\$ -	\$ -
Support costs	\$ 29,206	\$ 29,878	\$ 30,790	\$ 31,729	\$ 32,697
Acquisition & management	\$ 66,385	\$ 16,877	\$ 17,382	\$ 17,904	\$ 18,440
Contract service - trail maintenance	\$ 56,760	\$ 58,463	\$ 60,217	\$ 62,024	\$ 63,885
Contract service	\$ 79,517	\$ 81,901	\$ 84,357	\$ 86,886	\$ 89,493
Education & training	\$ 4,542	\$ 4,678	\$ 4,818	\$ 4,963	\$ 5,112
Vehicle & equipment	\$ 17,637	\$ 18,166	\$ 18,711	\$ 19,272	\$ 19,850
Park & facility improvements	\$ 11,868	\$ 12,224	\$ 12,591	\$ 12,968	\$ 13,357
Insurance - property	\$ 445	\$ 458	\$ 472	\$ 486	\$ 501
Insurance - liability	\$ 4,195	\$ 4,321	\$ 4,451	\$ 4,585	\$ 4,723
Insurance - vehicle	\$ 26,000	\$ 26,780	\$ 27,583	\$ 28,410	\$ 29,262
Supplies - facility	\$ 15,820	\$ 16,294	\$ 16,783	\$ 17,288	\$ 17,808
Advertising	\$ 2,839	\$ 2,924	\$ 3,012	\$ 3,102	\$ 3,195
Travel / leasing	\$ 15,796	\$ 16,270	\$ 16,758	\$ 17,261	\$ 17,779
Utilities	\$ 258	\$ 266	\$ 274	\$ 282	\$ 290
Debt interest (MFA loan 7,8)	\$ 4,855	\$ 3,617	\$ 2,343	\$ 1,016	\$ 44
Debt principal (MFA loan 7,8)	\$ 38,291	\$ 39,529	\$ 40,803	\$ 42,130	\$ 8,971
Transfer to capital reserve	\$ 167,500	\$ 199,330	\$ 232,215	\$ 259,156	\$ 328,155
Transfer to vehicle replacement reserve	\$ 68,989	\$ 71,059	\$ 73,191	\$ 75,387	\$ 77,649
Transfer to operating reserve	\$ 100	\$ 103	\$ 106	\$ 109	\$ 112
<b>Total Capital Expenses</b>	<b>\$ 858,524</b>	<b>\$ 854,608</b>	<b>\$ 906,137</b>	<b>\$ 952,278</b>	<b>\$ 1,006,933</b>
	-	-	-	-	-

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Keremeos Recreation Facility Reserve Fund Expenditure Bylaw and 2026-2030 Five Year Financial Plan Amendment – Similkameen Recreation HVAC Purchase**

---

### **Administrative Recommendation:**

THAT Bylaw No. 3146, 2026, being a bylaw that authorizes the expenditure of \$27,000 from the Electoral Area 'B-G' – Keremeos Recreation Facility Reserve Fund toward the purchase and installation of a replacement HVAC unit for the Similkameen Recreation Centre, be read a first, second and third time and be adopted; and

THAT Bylaw No. 3134.04, 2026, being a bylaw to amend the 2026-2030 Five Year Financial Plan to include \$27,000 from the Electoral Area 'B-G' – Keremeos Recreation Facility Reserve Fund for the purchase and installation of an HVAC unit, be read a first, second and third time and be adopted.

### **Alternatives:**

THAT Bylaw No. 3134.04, 2026 and Bylaw No 3146, 2026 not proceed.

### **Purpose:**

To amend the 2026 Recreation Facility – Keremeos, Areas "B" & "G" Capital Budget to include \$27,000 from the Electoral Area 'B-G' – Keremeos Recreation Facility Reserve Fund towards the purchase and installation of a replacement HVAC unit.

### **Strategic Priorities:**

5.3 Provide Infrastructure

### **Background & Analysis:**

During a spring service of the HVAC units at Similkameen Recreation Centre, a crack was discovered in one of the unit's heat exchangers. This poses health and safety risks, as a leak could allow CO<sub>2</sub> to

---

enter the building. While the unit was originally expected to be replaced in the next few years, this issue has accelerated the timeline.

Repairing the unit would cost \$6,840 and extend its life by only another 3-4 years, while a full replacement costs \$27,000 and provides a much longer lifespan of 15-20 years. The unit will also be eligible for a 30% rebate.

Due to the urgency of the situation, a full replacement has been recommended. This ensures the safety concerns are addressed promptly and invests in a solution that will serve the recreation center well into the future.

**Financial Implications:**

No direct tax implications for residents as the purchase is funded from the capital reserve.

**Communication Strategy:**

No communication is required.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**

"Nathan Grant, CPA, CA"  
N. Grant, Accountant II

**Endorsed by:**

"Noelle Evans-MacEwan, CPA, CA"  
N. Evans-MacEwan, Chief Financial Officer

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 3146, 2026**

---

A bylaw to authorize the expenditure of monies from the Electoral Area 'B-G' – Keremeos Recreation Facility Reserve Fund toward the purchase and installation of a replacement HVAC unit for the Similkameen Recreation Centre.

---

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

**AND WHEREAS** the Electoral Area 'B-G' - Keremeos Recreation Facility Reserve Fund, established by Bylaw No. 1724, 1996, 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 'B-G' – Keremeos Recreation Facility Reserve Fund Expenditure Bylaw No. 3146, 2026”.

**2 INTERPRETATION**

2.1 The expenditure of \$27,000 from the Electoral Area 'B-G' – Keremeos Recreation Facility Reserve Fund is hereby authorized toward the purchase and installation of a replacement HVAC unit for the Similkameen Recreation Centre.

**READ A FIRST, SECOND, AND THIRD TIME** this \_\_\_\_ day of \_\_\_\_\_, 2026.

**ADOPTED BY TWO-THIRD VOTE** this \_\_\_\_ day of \_\_\_\_\_, 2026.

---

Board Chair

---

Corporate Officer

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 3134.04, 2026**

---

A bylaw to amend the 2026-2030 Five Year Financial Plan

---

**WHEREAS** the Regional District of Okanagan-Similkameen has, by bylaw, adopted the 2026-2030 Five Year Financial Plan;

**AND WHEREAS** it is deemed advisable and expedient that the Five Year Financial Plan now be amended;

**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 "Regional District of Okanagan-Similkameen 2026-2030 Five Year Financial Plan Amendment Bylaw No. 3134.04, 2026."

**2 Interpretation**

2.1 Regional District of Okanagan-Similkameen 2026-2030 Five Year Financial Plan Bylaw No. 3134, 2026, shall be amended as per Schedule "A" attached hereto and forming part of this bylaw.

**READ A FIRST SECOND AND THIRD TIME** this \_\_\_ day of \_\_\_\_\_, 2026.

**ADOPTED BY 2/3 VOTE** this \_\_\_ day of \_\_\_\_\_, 2026.

---

Board Chair

---

Corporate Officer

Schedule A



**Regional District Of Okanagan-Similkameen  
2026-2030 Capital Financial Plan  
Recreation Facility - Keremeos, Areas "B" & "G" - 7201**

	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget
<b>Revenues</b>					
Transfer from capital reserve	\$ 89,000	\$ -	\$ 50,000	\$ -	\$ -
Transfer from Growing Communities Fund	\$ 200,604	\$ -	\$ -	\$ -	\$ -
Transfer from operating reserve	\$ 25,172	\$ 30,064	\$ -	\$ -	\$ -
Debenture proceeds	\$ -	\$ 250,000	\$ 544,052	\$ -	\$ 2,119,343
Grant	\$ 1,159,700	\$ -	\$ -	\$ -	\$ -
<b>Total Revenue</b>	<b>\$ 1,474,476</b>	<b>\$ 280,064</b>	<b>\$ 594,052</b>	<b>\$ -</b>	<b>\$ 2,119,343</b>
<b>Expenses</b>					
Salaries & wages	\$ 23,257	\$ 24,009	\$ 24,734	\$ 25,472	\$ 26,236
Salaries & wages	\$ -	\$ -	\$ 6,800	\$ (25,472)	\$ 46,233
Support costs	\$ 1,915	\$ 6,055	\$ 12,518	\$ -	\$ 46,874
Outdoor rink replacement	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Entrance development CF	\$ 18,200	\$ -	\$ -	\$ -	\$ -
Entrance development	\$ 43,000	\$ -	\$ -	\$ -	\$ -
Equipment upgrades	\$ 24,000	\$ -	\$ -	\$ -	\$ -
Exterior landscape CF	\$ 2,184	\$ -	\$ -	\$ -	\$ -
Exterior landscape	\$ 45,700	\$ -	\$ -	\$ -	\$ -
Heating units CF	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Heating units	\$ 27,000	\$ -	\$ -	\$ -	\$ -
Bleachers	\$ -	\$ -	\$ 20,000	\$ -	\$ -
Bowling alley furniture	\$ -	\$ -	\$ 10,000	\$ -	\$ -
Snow clearing & grass cutting equipment	\$ -	\$ -	\$ 20,000	\$ -	\$ -
Parks & trails upgrades CF	\$ 13,345	\$ -	\$ -	\$ -	\$ -
Parks & trails upgrades	\$ -	\$ 250,000	\$ 500,000	\$ -	\$ 2,000,000
Energy & accessibility improvements CF	\$ 1,230,875	\$ -	\$ -	\$ -	\$ -
<b>Total Capital Expenses</b>	<b>\$ 1,474,476</b>	<b>\$ 280,064</b>	<b>\$ 594,052</b>	<b>\$ -</b>	<b>\$ 2,119,343</b>
	-	-	-	-	-

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Report of Assent Vote Results-Sage Mesa Water System Service**

---

### **Purpose:**

To meet the requirements of the *Local Government Act* regarding submission of a report for the Sage Mesa Water System Service assent voting results to the local government.

### **Strategic Priorities:**

Operational

### **Background & Analysis:**

On April 11, 2026, eligible electors voted on the establishment of a proposed service area for the Sage Mesa Water Service and a loan authorization bylaw to fund capital upgrades.

Electors were asked:

*“Are you in favour of the Regional District of Okanagan-Similkameen adopting Sage Mesa Water System Service Establishment Bylaw No. 3075, 2024, to acquire, maintain and operate the Sage Mesa Water System;*

*and*

*Sage Mesa Water System Loan Authorization Bylaw No. 3076, 2024, to authorize the borrowing of up to \$33,034,000.00 (Thirty-three million, thirty-four thousand dollars) for capital upgrades to the Sage Mesa Water System?”.*

In accordance with Section 158 of the *Local Government Act*, within 30 days after the declaration of official election results, the Chief Election Officer must submit a report to the local government of the results.

Attached to this report is the Determination of Official Assent Voting Results for the Sage Mesa Water System Service Establishment and Loan Authorization Bylaw.

## BALLOT ACCOUNT RECONCILIATION

(1) Number of ballots received for use		1,250
(2) Ballots without objection	453	
(3) Ballots accepted subject to objection under LGA s.140		
(4) Ballots rejected without objection (including blanks)	4	
(5) Ballots rejected subject to objection under LGA s.140		
(6) Spoiled ballots that were replaced under LGA s.128	1	
(7) <b>Number of ballots given to the electors</b> (2+3+4+5+6)	458	
(8) Unused ballots	790	
(9) Number of ballots not accounted for	2	
(10) <b>TOTAL</b> (7+8+9)    No. 1 & No. 10 must agree		1,250

In summary, the results are as follows:

Yes – 136 votes

No – 317 votes

Bylaw No. 3075, 2024 Sage Mesa Water System Service Establishment and Bylaw No. 3076, 2024 Sage Mesa Water System Loan Authorization did not receive elector assent.

### Financial Implications:

Financial implications for reporting out have been considered and none were found.

### Communication Strategy:

Information has been posted on the RDOS website, social media channels, and sent to local media via email. The results have been provided to Elections BC.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**

*“Tracey Batten”*

T. Batten, Corporate Officer  
Chief Election Officer

*“Marc Aucoin”*

M. Aucoin, Legislative Services Coordinator  
Deputy Chief Election Officer

**Endorsed by:**

*“Jim Zaffino”*

J. Zaffino, CAO

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

**DECLARATION OF OFFICIAL ASSENT VOTING RESULTS**

**Sage Mesa Water System Service Establishment & Loan Authorization Bylaw –  
April 11, 2026**

I, Tracey Batten, Chief Election Officer, do hereby declare the results of the assent vote to be as follows:

Yes	<u>136</u> votes
No	<u>317</u> votes

Dated at Penticton, BC  
this 15th day of April, 2026.

*"Tracey Batten"*

\_\_\_\_\_  
Chief Election Officer

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Bylaw No. 3075 Sage Mesa Water System Service Establishment and Bylaw No. 3076 Sage Mesa Water System Loan Authorization**

---

### **Administrative Recommendation:**

THAT first, second and third readings of Bylaw No. 3075, 2024 Sage Mesa Water System Service Establishment Bylaw be rescinded and the bylaw be abandoned; and,

THAT first, second and third readings of Bylaw No. 3076, 2024 Sage Mesa Water System Loan Authorization Bylaw be rescinded and the bylaw be abandoned.

### **Alternatives:**

THAT the Board directs staff to take no action at this time regarding Bylaw No. 3075 and Bylaw No. 3076.

### **Purpose:**

To conclude the assent process for Bylaw No. 3075, 2024 and Bylaw No. 3076, 2024.

### **Strategic Priorities:**

Operational

### **Background & Analysis:**

On April 11, 2026, electors of the proposed Sage Mesa Water System Service were asked if they agreed with the adoption of Bylaw Nos. 3075 and 3076. Elector assent was not attained.

With no assent the bylaws cannot proceed, and it is best practice to rescind the two bylaws' readings and to abandon them.

---

**Financial Implications:**

Financial implications have been considered, and none were found.

**Communication Strategy:**

A communication strategy has been considered, and no further action is required.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**

*“Tracey Batten”*

T. Batten, Corporate Officer

**Endorsed by:**

*“Jim Zaffino”*

J. Zaffino, CAO

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 3075, 2024**

---

A bylaw to establish the Sage Mesa Water System as a service of the Regional District of Okanagan-Similkameen.

---

**WHEREAS** the Regional District of Okanagan-Similkameen (the “Regional District”) may, by bylaw, establish a service under the provisions of the *Local Government Act*;

**AND WHEREAS** the Regional District desires to establish a service for the Sage Mesa Water System;

**AND WHEREAS** the Director for Electoral Area “F” has consented in writing to the establishment of the water system service;

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

**1. CITATION**

1.1 This bylaw may be cited as the Sage Mesa Water System Service Establishment Bylaw No. 3075, 2024.

**2. ESTABLISHMENT OF THE SERVICE**

2.1 The Sage Mesa Water System Service is established for the purpose of the acquisition, maintenance and operation of works for waterworks purposes and for irrigation purposes, and all matters incidental to those purposes.

2.2 The Board may operate the service and, without limitation, enter into a contract with a third party to implement the service.

**3. BOUNDARIES OF THE SERVICE AREA**

3.1 The boundaries of the Sage Mesa Water System Service area are a portion of Electoral Area “F” as outlined on Schedule A attached to and forming part of this bylaw.

**4. PARTICIPATING AREA**

4.1 The Sage Mesa Water System Service is located entirely within the boundaries of Electoral Area “F”.

**5. METHODS OF COST RECOVERY**

5.1 As provided by the *Local Government Act*, the annual costs of the service shall be recovered by one or more of the following:

(a) property value taxes imposed in accordance with Division 3 [*Requisition and Tax Collection*];

(b) parcel taxes imposed in accordance with Division 3 [*Requisition and Tax Collection*];

(c) fees and charges imposed under section 397 [*imposition of fees and charges*];

(d) revenues raised by other means authorized under this or another Act;

(e) revenues received by way of agreement, enterprise, gift, grant, or otherwise.

**6. LIMIT**

6.1 The maximum amount that may be requisitioned annually for the service shall not exceed \$2,741,488.00 or \$10.45 per \$1,000 net taxable value of land and improvements in the service area, whichever the greater.

READ A FIRST, SECOND, AND THIRD TIME this 3<sup>rd</sup> day of October, 2024.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 27<sup>th</sup> day of January, 2026.

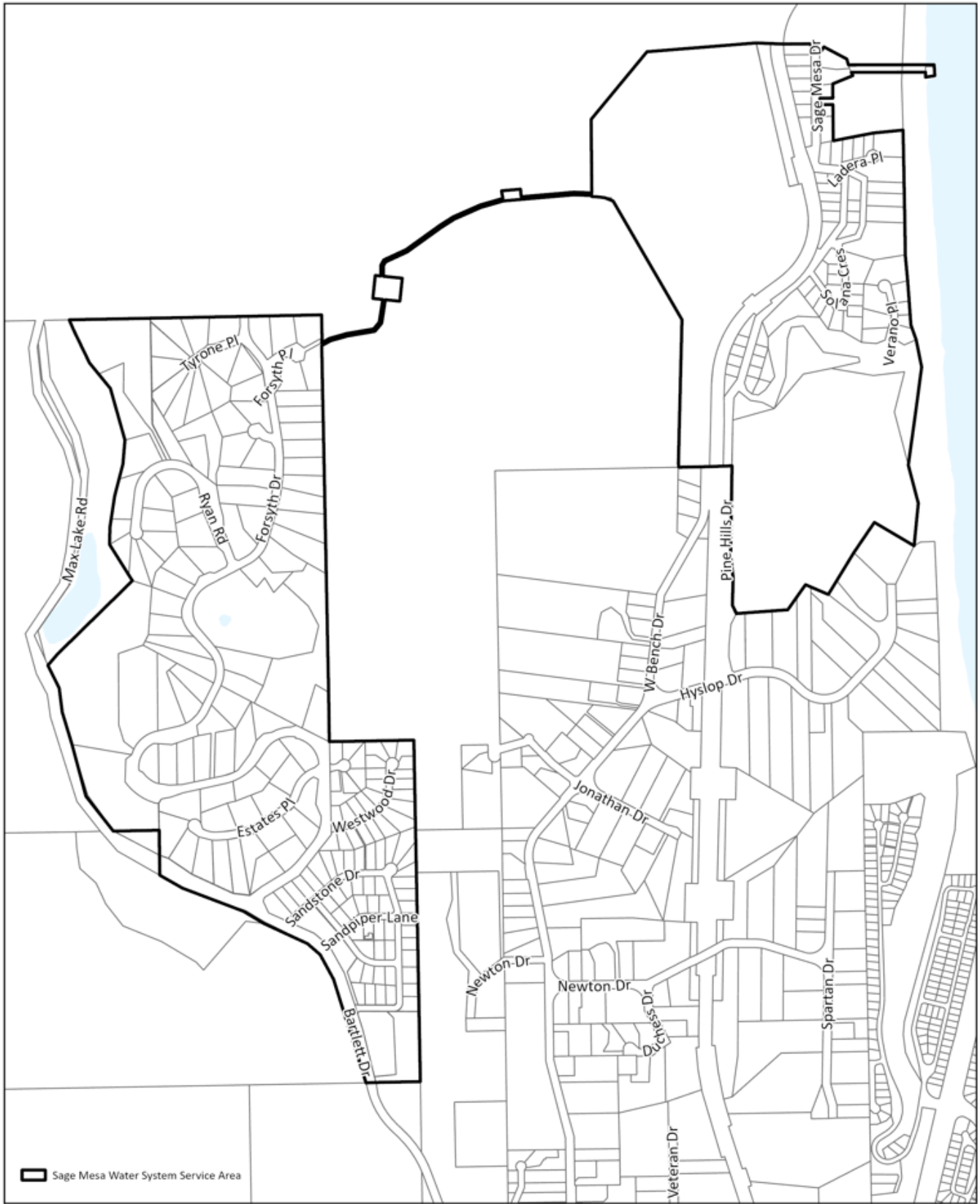
FIRST THREE READINGS RESCINDED this \_\_\_ day of \_\_\_\_, 2026.

\_\_\_\_\_  
Board Chair

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

FILED WITH THE INSPECTOR OF MUNICIPALITIES this \_\_\_ day of \_\_\_\_, \_\_\_\_

Schedule A



**Bylaw No. 3075, 2024**  
**Sage Mesa Water System Service Area**

Scale: 1:11,000



## Sage Mesa Water System Loan Authorization Bylaw

Regional District of Okanagan-Similkameen

Bylaw No. 3076, 2024

---

A bylaw to authorize the borrowing of the estimated cost of upgrading the Sage Mesa Water System.

---

WHEREAS the Regional Board of the Okanagan-Similkameen has established by Bylaw No. 3075, a service for the purpose of providing a sanitary sewer system to the Sage Mesa Water System Service Area;

AND WHEREAS it is deemed desirable and expedient to upgrade the Sage Mesa Water System;

AND WHEREAS the estimated cost of upgrading the Sage Mesa Water System including expenses incidental thereto is the sum of thirty-three million, thirty-four thousand dollars (\$33,034,000.00), of which the sum of thirty-three million, thirty-four thousand dollars (\$33,034,000.00) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture may be issued to secure the debt created by this bylaw is for a term not to exceed 30 years;

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

1. The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the upgrading of a water system, serving the Sage Mesa Water System Area, established by Bylaw No. 3075, 2024, generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
  - a) To borrow upon the credit of the Regional District a sum not exceeding thirty-three million, thirty-four thousand dollars (\$33,034,000.00).
  - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the upgrading of the Sage Mesa Water System.

2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 30 years.
3. This bylaw may be cited as "Sage Mesa Water System Loan Authorization Bylaw No. 3076, 2024".

READ A FIRST, SECOND AND THIRD TIME this 3<sup>rd</sup> day of October, 2024.

THIRD READING RESCINDED AND READ A THIRD TIME this 20<sup>th</sup> day of November, 2025.

RECEIVED the approval of the Inspector of Municipalities this 27<sup>th</sup> day of January, 2026.

FIRST THREE READINGS RESCINDED this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Board Chair

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

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Strategic Actions Workplan Amendments**

---

### **Administrative Recommendations:**

THAT the Board of Directors adopt the amendment to the Strategic Actions Workplan in Schedule 1; to modify the project scope of 26.962 - Regional Trails gap analysis and assessment, and;

THAT the Board of Directors adopt the amendment to the Strategic Actions Workplan in Schedule 1; to defer 25.907 – Regional Trail, Similkameen Trail South Similkameen “G”.

### **Alternatives:**

THAT the Board of Directors remain status quo with the project for 26.962 – Regional Trails gap analysis and assessment.

### **Purpose:**

The purpose of this report is to present two proposed amendments to the 2026 Strategic Actions Workplan. This report is in relation to the rise and report item from the April 16, 2026, closed meeting: KVR Deactivation Princeton West.

Board support for two amendments will authorize staff to proceed with planning and implementation work within existing approved capacity and funding. The recommended changes maintain alignment with the organization’s strategic direction while addressing capacity, readiness, and implementation considerations identified during workplan execution. Staff recommend adding 193 hours to the workplan and deferring 87 hours.

At a divisional level, the scope change will increase hours across several divisions to support a broader, region-wide deliverable, most notably Parks, Capital Projects, CES MD, GIS, and Communications, and will introduce new work for Procurement and Engineering. In contrast, deferring the Similkameen Trail “G” project will decrease 2026 FTE hours for the divisions previously assigned to that work (Purchasing, CES MD, Parks, Capital Projects, and Communications). Overall, the net impact (+106 hours) is a shift of staff effort away from the deferred project and toward the expanded regional trails assessment, with added cross-department coordination requirements.

---

**Strategic Priorities:**

Operational

**Background & Analysis:**

Staff have reviewed workplan progress and resourcing requirements and recommend amendments to two actions identified in Schedule 1. Based on the information summarized in the tables, one project is recommended for a scope change to better align deliverables with region-wide needs, and one project is recommended to be deferred to the holding list due to timing, resources and capacity considerations.

“26.962 - Regional Trails gap analysis and assessment” is recommended for an expanded scope. The current scope is focused on the KVR Summerland gap analysis and planning for improvements of Princeton to Tulameen. The amended scope expands the deliverable to a comprehensive operations and maintenance (O&M), capital, and lifecycle assessment for all RDOS regional trails. The scope change increases the estimated effort from 304 hours to 497 hours (+193 hours) and adds coordination requirements reflected in the proposed allocation of hours across additional divisions (including Procurement and Engineering) for consultant procurement and contract administration.

“25.907 - Regional Trail, Similkameen Trail South Similkameen “G”” is recommended to be deferred to the holding list (-87 hours) to focus resources on the regional trail gap analysis and assessment. Deferral will allow staff to focus on higher-readiness priorities while these items are repositioned for future consideration when capacity, dependencies, and timing are better aligned.

**Financial Implications:**

Trans Canada Trail has contributed \$50,000 to support the expanded project scope of 26.962. The deferral of the Similkameen Trail “G” project will require borrowing subject to elector assent. The intent is to better understand regional trail needs and funding requirements, rather than relying on one-off borrowing for small, isolated trail segments.

**Communication Strategy:**

A communication strategy has been considered, and none is required at this time. Staff will continue to work with project partners and provide public communication as projects progress.

Will a PowerPoint presentation be presented at the meeting?    No

Some material in this report was generated using Microsoft Copilot and was reviewed for accuracy by a member of the Office of the CAO Department before publication.

**Respectfully submitted:**

“Matt Hatch”

M. Hatch, Executive Assistant

**Endorsed by:**

“Jim Zaffino”

J. Zaffino, CAO

### Amendment #1 – Scope Change

26.962 - Regional Trails region-wide gap analysis with operations and maintenance (O&M), capital, and lifecycle assessment.

Addition, Removal, Deferral or Scope Change?	Current Tracking Code & Action Name	Amended Tracking Code & Action Name
Scope Change	26.962 - Regional Trails gap analysis and assessment - KVR Summerland and a plan for Princeton to Tulameen	26.962 - Regional Trails region-wide gap analysis with operations and maintenance (O&M), capital, and lifecycle assessment.
Lead Division	Current estimated hours	Amended estimated hours
Parks	304 hours	497 hours (+193hrs)
Notes (if applicable):	Divisions Involved & current estimated hours	Amended hours by division
Contract administration for consultant to perform detailed assessment.  Support from external resources or professionals required.	General Finance – 5 GIS – 35 CES MD – 18 Parks – 120 Capital Projects – 120 Communications – 6	General Finance – 5 GIS – 40 CES MD – 30 Parks – 200 Capital Projects – 160 Communications – 10 Procurement – 12 Engineering – 40

<b>Current Scope:</b>
Aligns with goals from PRTGP from 2022 and 2025 project from director Coyne. This project will review all Regional Trails to identify gaps and needs for capital investments.
<b>Amended Scope:</b>
Aligns with goals from PRTGP (Parks, Recreation and Trails Grant Program) from 2022 and 2025 which will review all regional trails to identify gaps and needs for capital investments, including a comprehensive, region-wide operations and maintenance (O&M), capital, and lifecycle assessment for all RDOS regional trails.

## Amendment #2 – Deferral

25.907 - Regional Trail, Similkameen Trail South Similkameen "G"

Addition, Removal, Deferral or Scope Change?	Current Tracking Code & Action Name	Amended Tracking Code & Action Name
Defer to Holding List	25.907 - Regional Trail, Similkameen Trail South Similkameen "G"	n/a
Lead Division	Current estimated hours	Amended estimated hours
Parks	87 hours	n/a
Notes (if applicable):	Divisions Involved & current estimated hours	Amended hours by division
n/a	Purchasing – 12 CES MD – 10 Parks – 20 Capital Projects – 40 Communications – 5	n/a

<b>Current Scope:</b>
<p>Phase 1 of 3: Engagement and negotiation efforts with landowners to identify work to be completed.</p> <p>Future Phase 2*: RFP/RFQ.</p> <p>Future Phase 3*: Resurfacing of trail from Hwy 3 to 10 Street, Keremeos, as per design from 2025.</p> <p>*Phases 2 and 3 are contingent on funding and the adjacent missing link trail negotiations.</p>
<b>Amended Scope:</b>
n/a

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

**FROM:** J. Zaffino, Chief Administrative Officer

**DATE:** May 7, 2026

**RE:** **Board Action Items and Request Reporting – May 2026**

---

### FOR INFORMATION ONLY

#### **Purpose:**

The purpose of this report is to provide the Board of Directors with a summary of all action items and information requests arising from Board discussions, and staff interactions between March 5, 2026 and April 23, 2026; to report on the current status of each item; and to outline the process staff are implementing to ensure consistent tracking, follow-up, and reporting back to the Board.

#### **Strategic Priorities:**

##### 2.2 Strengthen Board-Staff Relations

The Action Items and Requests reporting process supports Strategic Priority 2.2 by strengthening communication, improving accountability, and ensuring timely responses to Board inquiries. It also enhances transparency between staff and directors.

#### **Background & Analysis:**

Beginning November 21, 2025 staff began to tracking action items resulting from Board meeting discussions, requests for information and research, and emails to the CAO requesting follow up. Staff have been recording the following data including the date the request was initiated, a description of the request for information, the current status of the request, follow up and correspondence.

Staff are using a centralized tracking log that records each request's initiation date, responsible staff lead, current status, actions taken, and correspondence. This log is reviewed by senior leadership to ensure timely follow-up.

Staff are implementing reporting to tracking ongoing requests and close the loop on requests for further information. As of Thursday, April 23, 2026 there were 6 requests being tracked.

# requests marked Complete	<b>0</b>
# requests marked In Progress	<b>6</b>
# requests marked Unresolved	<b>0</b>

Overall, staff have implemented a reliable process to track and address inquiries. Most items are underway or resolved, and staff will continue providing regular updates to ensure transparency and continuity of information.

For further information, see **Schedule 1 – Tables of request tracking.**

**Next Steps:**

- Staff will continue to update the tracking table following each Board meeting and relevant correspondence.
- Further Action Items and Request reporting will be provided to the Board of Directors on a monthly basis. Staff may refine the tracking system to better categorize requests and identify recurring themes or systemic issues.

Will a PowerPoint presentation be presented at the meeting?    No

**Respectfully submitted:**

*“Matt Hatch”*

M. Hatch, Executive Assistant

**Endorsed by:**

*“Jim Zaffino”*

J. Zaffino, CAO

## Schedule 1 – Tables of request tracking

**Inquiry 1** - Status on the letter of complaint received by the Hedley Museum committee. Received by Director Roberts.

<b>Date</b>	March 6, 2026
<b>Comments</b>	A board report is scheduled to be presented on May 7, 2026.
<b>Lead team</b>	Community and Environmental Services
<b>Status</b>	In Progress

**Inquiry 2** - Motion that the monthly fee for upsizing garbage be removed. Received by Director Roberts.

<b>Date</b>	March 6, 2026
<b>Comments</b>	A board report is scheduled to be presented on May 21, 2026.
<b>Lead team</b>	Public Works
<b>Status</b>	In Progress

**Inquiry 3** - Agriculture plastics charge for not covering/bagging, requested change by Director Chahal. Education to farmers encouraged by Director Bush.

<b>Date</b>	March 5, 2026
<b>Comments</b>	A board report is scheduled to be presented later in Q2 2026.
<b>Lead team</b>	Public Works
<b>Status</b>	In Progress

**Inquiry 4** - Additional unit charges on motels and hotels, including sewer rates. Request to bring back report on this by Director Taylor.

<b>Date</b>	March 5, 2026
<b>Comments</b>	A rate review is underway for RDOS systems and anticipate a report back to the board in Fall 2026.
<b>Lead team</b>	Public Works
<b>Status</b>	In Progress

**Inquiry 5** - Request to add “Corporate or Rural vote” to the recommendation and alternate recommendation slide in staff presentation PowerPoint. Received by Director Gilbert.

<b>Date</b>	March 5, 2026
<b>Comments</b>	No comments at this time.
<b>Lead team</b>	Legislative Services
<b>Status</b>	In Progress

**Inquiry 6** - Request Fortis to host community engagement opportunities for Public Safety Power Shutoff (PSPS) Identified High-Risk Areas, and Operational Concerns.

<b>Date</b>	April 16, 2026
<b>Comments</b>	No comments at this time.
<b>Lead team</b>	TBC
<b>Status</b>	In Progress