

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

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

**DATE:** January 23, 2025

**RE:** **Okanagan Falls Incorporation Referendum**

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### Administrative Recommendation:

THAT Christy Malden be appointed the Chief Election Officer and Diane Vaykovich be appointed as Deputy Chief Election Officer for the Okanagan Falls Incorporation Study Assent Vote taking place on Saturday March 22, 2025.

### Purpose:

To appoint a Chief Election Officer and Deputy Chief Election Officer for the Okanagan Falls Incorporation assent vote and to inform the Board of the date and question for the referendum.

### Reference:

[Okanagan Falls Incorporation Study – Final Report](#)  
*Local Government Act*

### Background:

The Okanagan Falls Incorporation Study Committee held its final meeting on Wednesday, November 27, 2024. At that meeting, the Committee received a draft version of the Okanagan Falls Incorporation Study Report, and considered the matter of an incorporation referendum.

Based on the discussion at the meeting, the Committee made the following unanimous-supported recommendation to the RDOS Board of Directors:

*THAT, based on the results of the Okanagan Falls Incorporation Study and the work of the Okanagan Falls Incorporation Study Committee, the Regional District of Okanagan-Similkameen Board of Directors recommend to the Minister of Housing and Municipal Affairs that a referendum be held on the incorporation of Okanagan Falls.*

At the December 19, 2024 Board of Directors meeting, the Board endorsed the above recommendation.

### Analysis:

On January 17, 2025, administration received the signed Order of the Minister of Housing and Municipal Affairs, which provides the authority to conduct a vote on the Incorporation of Okanagan Falls.

The Minister has ordered that:

- A vote be taken to determine whether the electors of the area of Okanagan Falls are in favour of the proposed incorporation as a new municipality
- The vote will be taken on Saturday March 22, 2025
- The vote will be conducted in accordance with the *Local Government Act* and the RDOS Election Procedure Bylaw No. 2798
- The area of the proposed incorporation includes the community of Okanagan Falls, as shown on the map entitled "Proposed Municipality of Okanagan Falls" RDOS Map Reference No. RDOS-07-04, attached to the Order
- The question on the ballot will be: "Are you in favour of incorporating Okanagan Falls as a municipality?"

Mail ballots will be available to all eligible electors, with applications being made available in the coming weeks.

Advance Voting will take place at the Regional District of Okanagan-Similkameen office (101 Martin Street) on Wednesday March 12. Regular Voting Day will be Saturday March 22 and will take place at the Okanagan Falls School Gymnasium. Polls will be open from 8:00 am to 8:00 pm on each of those days.

Unofficial results will be released approximately one hour after the close of polls on March 22. Official results will be declared within the following week.

#### **Financial Implications:**

It is expected that the assent vote will cost approximately \$10,000, which will be funded through a grant from the Province.

#### **Communication Strategy:**

The following public communications will be offered:

- The statutory requirement of advertising the assent vote in accordance with the Local Government Act.
- RDOS Facebook and Twitter social media sites.
- RDOS Regional Connections project page.

#### **Respectfully submitted:**

"Marc Aucoin"

M. Aucoin, Legislative Services Coordinator

#### **Endorsed by:**

"Christy Malden"

C. Malden, Corporate Officer