

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: March 6, 2025

RE: **RDOS Fees and Charges Bylaw No. 3097, 2025**

Administrative Recommendation:

THAT Bylaw No. 3097, 2025, a bylaw of the Regional District of Okanagan-Similkameen to set Fees and Charges, be read for a first time.

Reference:

Local Government Act

Business Plan Objective:

Goal 1.1: To be an effective, fiscally responsible organization.

Background:

Through the *Local Government Act*, the Regional District has the authority to impose fees and charges for services that are provided. Although the bylaw can be amended throughout the year, administration brings the bylaw forward for review and amendment on an annual basis in conjunction with the budget process.

Analysis:

Bylaw No. 3097, 2025 will repeal Bylaw No. 3050, 2024 and provides the following changes in accordance with the 2025 budget:

Schedule 2 – Building and Permit Fees

Table A-1 (construction costing) has been updated to align with current market conditions by reflecting the 30-35% increase in the Building Construction Price Index over the past four years. This update applies only to the construction cost figures; the percentage rate charged for building permit fees remains unchanged.

Schedule 4 – Bylaw Enforcement Fees

A new Section 4.0 (Business Licence Fees) has been added to reflect the pending consideration by the Board of Business Licence Regulations Bylaw No. 3100 for Electoral Areas “A”, “B”, “D”, “E”, and “I”. The proposed business licence fees were previously considered by the Planning and Development Committee at its meeting on December 19, 2024.

Schedule 5 – Utilities and Solid Waste Fees

Section 1 (Public Works – Utilities General Fees)

Minor spelling and clarifications, including the section title.

Section 2 (Development Cost Charges & Capital Expenditure Fees)

This section has been removed, as these fees are covered by separate bylaws which must receive approval from the Inspector of Municipalities.

Section 3 (Water System Fees) and Section 4 (Sewer System Fees)

Fees have been updated based on 2025 budget numbers. The increases to the systems are proposed on the following table. The 2024 and 2025 Rates are specifically for a single family dwelling cost in each system:

UTILITY SYSTEM	2024 Rate	% Increase	2025 Rate
WATER			
Faulder – by taxation	\$1,899	2.8%	\$1,952
Gallagher Lake	\$737	2.5%	\$756
Missezula Lake	\$852	7.0%	\$912
Naramata	\$1,133	6.3%	\$1,205
Okanagan Falls	\$848	3.5%	\$877
Olalla	\$667	2.0%	\$680
Sun Valley	\$1,826	3.5%	\$1,898
West Bench (flat rate)	\$811	14.2%	\$937
(metered)	\$0.469/m ³	6.11%	\$0.498/m ³
Willowbrook	\$1,351	17.0%	\$1,580
SEWER			
Gallagher Lake	\$493	0%	\$493
Okanagan Falls	\$1,018	7.8%	\$1,098

Section 5 (Apex Mountain Waste Transfer Station Service Fees)

All user fees have increased by 12.7%.

Section 6 (Curbside Solid Waste Collection and Drop Off Service Fees)

Rates for 2025 were calculated based on the old curbside collection contract from January to June 2025 and the new automated collection contract from July to December 2025.

CURBSIDE AREA	2024	2025	% increase
Electoral Area “A”	\$147	\$202	37%
Electoral Area “B”	\$150	\$215	43%
Electoral Area “C”	\$163	\$220	35%
Electoral Area “D”	\$138 or \$155	\$198	43% or 28%
Electoral Area “E”	\$155	\$254	64%
Electoral Area “F” West Bench & Sage Mesa	\$155	\$259	67%

Electoral Area “F” Redwing	\$157	\$178	13%
Electoral Area “G” except Grand Oro Road	\$175	\$247	41%
Electoral Area “I” except Grant Oro Road, White Lake Road and Green Lake Road	\$138 or \$155	\$198	43% or 28%
Electoral Area “G” Grand Oro Road	\$175	\$209	19%
Electoral Area “I” Grant Oro Road, White Lake Road and Green Lake Road	\$155	\$209	35%

With the transition to automated curbside cart pickup, new carts were purchased. The carts were paid for by different means in each area. Four participants are using borrowing to cover all or a portion of the cart purchase – Electoral Areas “D”, “E”, and “F”, and the Village of Keremeos.

General curbside costs were updated to reflect changes due to the new curbside collection contract and the use of RDOS supplied carts.

Section 7 (RDOS Administered Landfills)

In May of 2024, changes were made to the 2024 Fees and Charges Bylaw regarding Yard Waste brought in by Commercial customers. The free amount up to 500kg of yard waste was eliminated and all Commercial Yard Waste was to be charged at \$75/tonne.

In July 2024, when the change came into effect, significant confusion arose for staff, the public, and the contractors. It was clear that distinguishing most commercial customers from residential was problematic. After two weeks, the change was reversed and all residential and commercial yard waste resumed the 500kg free before the \$75 per tonne was applied.

The updated Yard Waste charge reflects the free 500kg of yard waste for residential and commercial customers at this time. In order to address the yard waste and several other issues, analysis is currently underway on all categories of the regulatory bylaw and how fees and charges are determined. Discussion for these updates will be brought to the Board throughout 2025.

Schedule 6 – Parks and Recreation Fees

All references to the “Senior Manager of Community Services” have been updated to the “Managing Director of Community Services” in order to reflect organizational structure changes.

The addition of park rental fee exemptions for non-profits is the result of a Board motion.

The proposed change to the wording regarding program fees is to more accurately reflect that fees are meant to cover only instructor costs, as the costs of expendables and consumables have historically been difficult to cover.

Section 3 (Kaleden Parks and Recreation)

The definition of Club Fee has been expanded per Director request for better clarity of user groups.

The resident discount of 25% has been amended to read on “full rental fee” in order to not allow a discount on top of a discount.

Added a 50% discount of the full rental fee for contractors providing a community program. This was a Director request.

The hourly Hall Rental fee has been moved out of the Weekend Rate section as it should be an option for weekdays as well.

The addition of a cleaning fee for all private hall rentals that involve food and drink is the result of a Director request.

Section 4 (Similkameen Recreation)

Added a maximum of 30 people for bowling lanes rentals to ensure capacity limitations, and changed to a minimum of two hours to better reflect the current model.

The proposed addition of a fee for additional ice cleans is intended to cover the costs for this service.

Removed “service clubs” from the end of the “not for profit” fee of 50% so as to incorporate all not for profits.

The addition of fees for booking cancellations and changes for the community pool are intended to alleviate the number of changes and cancellations that staff are required to deal with. If customers know that there is a fee for these changes they will hopefully book more carefully.

Amended Fitness Room Child categories to define “excludes access to fitness equipment” for transparency that ages 12 and under should not be accessing these items due to health and safety concerns. This was a Director request.

The proposed expansion of the Emergency Organizations and First Responders rate to include Health Care Practitioners is intended to support sustainable health services in the area. The addition of a Family Pass for this group was proposed by the volunteer fire service.

The proposed addition of Concession fees is intended to allow for the ability to charge for concession items.

The adjustments to rates throughout this section are proposed to align rates across all program offerings for adults.

Section 8 (Recreation Guide Advertising)

Added Recreation guide advertising fees in order to allow the option to charge for advertising to help supplement costs of the recreation guide. Rates have been determined based on assessment of local recreation guide rates. This was a Director request.

Schedule 13 – Electric Vehicle Charging User Fees

New section to allow the RDOS to recover costs associated with chargers under our ownership.

Communication Strategy:

The Fees and Charges bylaw is posted to the RDOS website after adoption.

Respectfully submitted:

“Marc Aucoin”

M. Aucoin, Legislative Services Coordinator

Endorsed by:

C. Malden, Corporate Officer