

## ADMINISTRATIVE REPORT

**TO:** Board of Directors

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

**DATE:** March 20, 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 a second and third time, and be adopted.

### Reference:

Local Government Act

[March 6, 2025 Administrative Report](#)

### Business Plan Objective:

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

### Background:

At the March 6, 2025 Board of Directors meeting, Bylaw No. 3097, 2025 was read a first time. At that meeting Directors requested several amendments, which are addressed below.

### Analysis:

In addition to the changes outlined in the March 6<sup>th</sup> Administrative Report, the following adjustments have been made to the proposed 2025 Fees and Charges Bylaw:

### Schedule 3 – Planning and Development Fees

To reflect the reduced processing requirements for Short Term Rental (STR) Permits, it is being proposed that the following fee structure be applied to temporary use permits:

Short-Term Renal Accommodation (STR) Use		All Other Uses	
i) Application Fee:		i) Application Fee:	\$1,250.00
a) Delegated	\$500.00		
b) Non-Delegated	\$2,500.00	ii) Renewal Fee:	\$1,250.00
ii) Renewal / Re-issuance Fee:			
a) Delegated	\$500.00		
b) Non-Delegated	\$1,250.00		

The delegated fee is based on the reduced work load on Administration to process an STR, while the non-delegated fee would be applied to those applications that require Board approval and are based on the current TUP for “vacation rental” uses.

## **Schedule 5 – Public Works – Utilities and Solid Waste Fees**

### Section 5 – Curbside Solid Waste Collection and Drop-Off Service Fees

Electoral Areas “D”, “E”, “F” and “I” have added extra unlimited yard waste pickups for the months of July to December and the new rates are adjusted to account for these extra unlimited yard waste events.

#### Area “D”

- All of Area “D” increase to \$206

#### Area “E”

- Naramata and Indian Rock increase to \$256

#### Area “F”

- West Bench and Sage Mesa increase to \$277
- Redwing remains at \$178

#### Area “I”

- Kaleden and St. Andrews areas increase to \$216
- Twin Lakes remains at \$198
- Grand Oro, White Lake and Green Lake Roads remains at \$209

## **Schedule 6 – Parks and Recreation Fees**

### Section 2 (Naramata Parks and Recreation)

The 2024 promotional rate for seasonal watercraft storage has been removed as it is no longer relevant.

### Section 3 (Okanagan Falls Parks and Recreation)

A 25% discount on facility rentals has been added for local residents, societies, and non-profits.

### Section 3 (Kaleden Parks and Recreation)

Removed references in section 3.2.3.1 to Upper Carmi, Heritage Hills, and Lakeshore Highlands, as these areas are part of Electoral Area “D”.

### **Financial Implications:**

All fees and charges in Bylaw No. 3097, 2025 will come into effect on April 1, 2025.

### **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:**

*"Christy Malden"*

C. Malden, Corporate Officer