

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: May 8, 2025

RE: **Vintage Views Wastewater and Lakeshore Waterworks Utilities**

Administrative Recommendation:

THAT Vintage Views Wastewater System Service Establishment Bylaw No. 3068, 2024, being a bylaw to establish the Vintage Views Wastewater System as a service of the Regional District of Okanagan-Similkameen, and the Vintage Views Wastewater System Loan Authorization Bylaw No. 3069, 2024, being a bylaw to authorize the borrowing of \$6,962,000.00 for capital upgrades to the Vintage Views Wastewater System, be adopted; and

THAT Lakeshore Waterworks System Service Establishment Bylaw No. 3071, 2024, being a bylaw to establish the Lakeshore Waterworks System as a service of the Regional District of Okanagan-Similkameen, and the Lakeshore Waterworks System Loan Authorization Bylaw No. 3072, 2024, being a bylaw to authorize the borrowing of \$13,530,000.00 for capital upgrades to the Lakeshore Waterworks System, be adopted.

THAT Bylaw No. 3070, 2025, being a bylaw to establish a capital reserve fund for the Vintage Views Wastewater System, be read a first, second and third time and be adopted.

THAT Bylaw No. 3073, 2025, being a bylaw to establish a capital reserve fund for the Lakeshore Waterworks System, be read a first, second and third time and be adopted.

Purpose:

To establish the Vintage Views Wastewater System and the Lakeshore Waterworks System as services of the Regional District, to authorize the borrowing for capital upgrades to the two utility systems, and to establish capital reserve funds for the newly created utility services.

Reference:

Local Government Act sec. 158

Business Plan Objective:

4.0 Governance & Oversight in a Representative Democracy

Background:

On November 7, 2024, the Board of Directors gave three readings to the service establishment and loan authorization bylaws for the Vintage Views Wastewater System and Lakeshore Waterworks System utilities and directed that elector assent be obtained through an assent voting (referendum) process.

The Regional District has signed purchase agreements with the owner of the two utilities, conditional on receiving the assent of electors to the adoption of the service establishment and loan authorization bylaws. The agreements state that on or before July 31, 2025, the Regional District will have enacted the bylaws and obtained all required public and third party approvals necessary to establish the new services and authorize the necessary borrowing to finance capital improvements.

Analysis:

The assent voting for the Vintage Views Wastewater and Lakeshore Waterworks utilities was held on April 12, 2025. The assent voting results for both utilities received the assent of electors by large margins. The Board of Directors may now adopt the service establishment bylaws and the loan authorization bylaws for the two systems. There is a one-month quashing period after adoption for the loan authorization bylaws, following which the Corporate Officer will apply to the Ministry for a Certificate of Approval.

Assent Voting Report:*Lakeshore Waterworks System*

Estimated number of electors within the service area: 645

Total number of valid votes cast: 376 (58%)

Yes: 323 (86%)

No: 53 (14%)

Mail ballots issued: 19

Mail ballots returned: 17

Mail ballots not returned: 2

Vintage Views Wastewater System

Estimated number of electors within the service area: 201

Total number of valid votes cast: 116 (58%)

Yes: 104 (90%)

No: 12 (10%)

Mail ballots issued: 7

Mail ballots returned: 7

Statutory notices in accordance with section 94 of the *Community Charter* included the following:

Notice of Scrutineers: February 21 and 28

Notice of Advance Voting: March 7 and 14

Notice of Assent Voting: March 21 and 28

Additional non-statutory advertising included:

Voyent Alert!

Sandwich board placed within the community

Social media posts

Skaha Matter (March and April editions)

RDOS Regional Connections

Financial Implications:

As funds are borrowed, the Board will be asked to consider bylaws imposing parcel taxes for the debt servicing for the capital upgrades for each of the utilities. Parcel taxes are separate from the property value taxes, which are levied on the assessed value of a property. Administration estimates that the annual parcel tax for the Vintage Views Wastewater utility will be approximately \$4,308.30 annually over 30 years, and \$2,869.17 annually over 30 years for the Lakeshore Waterworks utility, assuming the maximum amount is required for the capital upgrades.

Staff will be seeking grant opportunities in order to lessen the financial impact on property owners.

Alternatives:

THAT first, second and third readings of service establishment Bylaw Nos. 3068, 2024, and 3069, 2024, and loan authorization Bylaw Nos. 3071, 2024, and 3072, 2024, be rescinded and the bylaws abandoned.

Communication Strategy:

The Utilities department is currently working on the transition plan and drafting a schedule of activities related to next steps with the Lakeshore Waterworks System and Vintage Views Wastewater System. The project page on the [RDOS Regional Connections](#) website will be updated as new information regarding the process and capital upgrade projects becomes available.

Will a PowerPoint presentation be presented at the meeting? No

Respectfully submitted:

"G. Cramm"

G. Cramm, Deputy Corporate Officer