



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, April 15, 2021
RDOS Boardroom – 101 Martin Street, Penticton

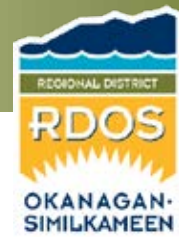
SCHEDULE OF MEETINGS

9:00 a.m.	-	11:30 a.m.	Corporate Services Committee (<i>with Communications Policy Planning Workshop</i>)
11:30 a.m.	-	12:00 p.m.	Planning and Development Services Committee
12:00 p.m.	-	12:30 p.m.	Break
12:30 p.m.	-	1:00 p.m.	Community Services Committee
1:00 p.m.	-	1:15 p.m.	Environment and Infrastructure Committee
1:15 p.m.	-	1:30 p.m.	Protective Services Committee
1:30 p.m.	-	2:15 p.m.	OSRHD Board
2:15 p.m.	-	4:30 p.m.	RDOS Board

"Karla Kozakevich"

Karla Kozakevich
RDOS Board Chair

2021 Notice of Meetings			
May 6	RDOS Board		Committee Meetings
May 20	RDOS Board	OSRHD Board	Committee Meetings
June 3	RDOS Board		Committee Meetings
June 17	RDOS Board	OSRHD Board	Committee Meetings
July 8	RDOS Board		Committee Meetings



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Corporate Services Committee

Thursday, April 15, 2021

9:00 a.m.

AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Corporate Services Meeting of April 15, 2021 be adopted.

B. Communications Policy Planning Workshop – Jan Enns

C. Use of Supplementary Covid-19 Restart Funds

1. Schedule A Summary of Recommended Projects

RECOMMENDATION 2

THAT the Regional District of Okanagan Similkameen authorize use of the supplementary COVID-19 Restart funds as per Schedule "A" of the administrative report; and,

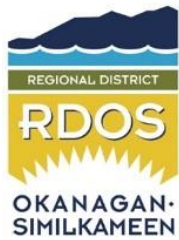
THAT this recommendation be submitted to the Board of Directors at their meeting of 15 April 2021.

D. Corporate Business Plan – Q1 Report

E. Activity Report Q1 – For Information Only


1. Communications Update
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F. ADJOURNMENT



Unpacking the Policy: Media Relations
Putting Proactive Communications into Practice
RDOS Board Communications Policy Planning Workshop
April 15, 2021: Corporate Services Committee

 **AGENDA**

Time	Content
9:00 pm	What’s our purpose for today? <ul style="list-style-type: none"> • Introductions, overview of session purpose and process • See page two for background
	Why does this matter? <ul style="list-style-type: none"> • What’s important when it comes to delivering our message via the media?
	What’s being proposed? How does it work elsewhere? <ul style="list-style-type: none"> • Overview of RDOS Guiding Principles and proposed media spokesperson practice • Examples from other RDs • Emergency Operations Communications vs RDOS Communications
	What could work here? Who speaks and when? <ul style="list-style-type: none"> • Identify opportunities to determine who speaks when: <ul style="list-style-type: none"> • Opportunities to speak on Regional Board decisions/issues • Opportunities to speak on Electoral Area decisions/issues • What to do when media calls you • What staff support would be needed? • Anything to add to the Guiding Principles or policy? • Q&A
	What do we know now? <ul style="list-style-type: none"> • Recap • Next steps and closing comments
10:30am	Adjourn <ul style="list-style-type: none"> • Thank you for your time and insights! 

/more...

BACKGROUND

The RDOS is updating its 2015 Communications Policy. The purpose of this policy is to provide guidelines to facilitate coordinated, open and responsive corporate communications that consistently and effectively provides information concerning the Regional District's policies, programs, services and initiatives to ratepayers, stakeholders and other partners.

While a draft updated policy has been prepared for the Board's consideration, there is a desire to explore opportunities for Electoral Area Directors to be more involved in media relations, specifically as it relates to their individual Electoral Areas. During the March 18 RDOS Board meeting, the Board resolved to postpone a decision on proposed amendments to the RDOS Communications Policy to May 6:

To ensure consistency in branding and delivery, and to help administration in effectively supporting Directors in their communications, administration proposes to bring in Jan Enns, Local Government Communications professional to the April 15, 2021 Corporate Services meeting for a 1.5 hour workshop with the Board and communications staff. Ms. Enns helps facilitate discussions about essential communications processes, backed up by current statistics and information.

The key area requiring discussion is how to facilitate the Board request to have Area Directors speak on behalf of their local issues:

The Chair and/or their Designate is the primary spokesperson for the Regional District on regional matters. The Chair is authorized to release information releases on behalf of the Regional District and provide media interviews in relation to any Board position. Other members of the Regional Board are secondary spokespersons for the Regional District on regional matters.*

The EA Director, and/or designate, is the primary spokesperson and promoter for his or her electoral area on matters pertaining specifically to his or her electoral area.

As such this facilitated session will engage Board members in discussion to inform the development of a policy and procedures that reflects the Board's intent.

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Supplementary Covid-19 Restart Funds

Administrative Recommendation:

THAT the Regional District of Okanagan Similkameen authorize use of the supplementary COVID-19 Restart funds as per Schedule "A" of the administrative report; and,

THAT this recommendation be submitted to the Board of Directors at their meeting of 15 April 2021.

Background:

On March 22nd, 2021 the Province announced that 28 Regional Districts in British Columbia will be allocated an additional \$10m.

The RDOS received an additional \$404,000 and has the same restrictions on how the funds are to be spent as the previous allocation. The 2021 RDOS budget was adopted on March 18th, thus, these funds cannot be used to affect the 2021 tax requisition. However, they can be used to increase the level of service or undertake COVID-related projects.

The following projects meet the criteria imposed on the supplementary funds.

Alternate Recommendation:

THAT the Board of the Regional District of Okanagan Similkameen allocate the \$404,000 as amended.

Attachment: Schedule A

Respectfully submitted:

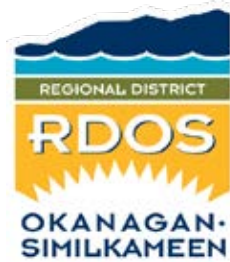
Jim Zaffino, Finance Manager

J. Zaffino, Finance Manager

**Summary of Recommended Projects
Supplementary Covid-19 Restart Funding**

Schedule "A"

	Requested
1 Planning Consultant - Covid related consultation	\$ 25,000
2 Planning Assistance - extra work required re Covid	\$ 35,000
3 Planning -Advertising	\$ 27,400
4 Reopening Campaign Parks and Recreation	\$ 17,500
5 Bylaw & Administrative Staff	\$ 50,000
6 Human Resources Pandemic Era Workplace Training/Development	\$ 15,000
7 ELECTORAL AREA PLANNING - Works and Services Bylaw	\$ 25,000
8 ELECTORAL AREA PLANNING - 6 Month Position for a Planner 1	\$ 40,000
9 INFORMATION SERVICES - Purchase of 22 tablets	\$ 44,100
10 CORPORATE FACILITIES - HVAC for Main Office	\$ 95,000
11 Wood Chipping operational costs -Campbell Mountain	\$ 30,000
Total	\$ 404,000
Available for funding	\$ 404,000
Over budget	-\$ 0



2021 Corporate Business Plan

Q1 Report

2021 Corporate Business Plan

(Adopted 7 January 2021)

Dashboard

#	Objective	Status	Page
1.1.1	By achieving a high standard of financial management and reporting		1
1.1.2	By being an effective local government		1
1.2.1	By implementing the 2021 joint occupational health and safety program		2
1.3.1	By implementing an Organizational Development Program		2
1.4.1	By providing effective information technology systems and programs to the corporation		2
2.1.1	By promoting regional district facilities and services		3
2.1.2	By engaging our citizens in the development and improvement of our programs		3
2.2.1	By improving bylaws, policies and process within the organization		3
2.2.2	By implementing the 2021 phase of the regional transit future plan		4
3.1.1	By providing a regional emergency management program		4
3.1.2	By implementing the 2021 phase of the Parks Program		5
3.2.1	By implementing the Asset Management Plan		5
3.2.2	By Reviewing Long-Range Planning Documents		5
3.3.1	By implementing the 2021 Phase of the Solid Waste Management Plan		6
3.3.2	By implementing the solid waste infrastructure upgrades and requirements for landfill facilities		6
3.3.3	By enhancing RDOS Waste Water Treatment Systems		6
3.3.4	By enhancing Regional District Water System Delivery		7
3.3.5	By enhancing dam safety		7
3.3.6	By preparing for Climate Change impact		7
4.1.1	By executing the Strategic Planning and Enterprise Risk Management Programs		8
4.2.1	By improving Regional District/ Municipal Relationships		8

Dashboard

Progress Colour Key:

No Issues	GREEN
Minor issue(s)	YELLOW
Significant issue(s)	RED

For the full detail on each corporate objective refer to the appropriate # or page # in the document attached hereto.

Action Plan Definitions:

CAO	= Chief Administrative Officer
MCS	= Manager of Community Services
MFS	= Manager of Financial Services
MHR	= Manager of Human Resources
MIS	= Manager of Information Systems
MLS	= Manager of Legislative Services
MPS	= Manager of Planning Services
MBE	= Manager of Building and Enforcement
MES	= Manager of Engineering Services
MO	= Manager of Operations

Status Colour Key:

Q1 – Black
Q2 – Red
Q3 - Blue
Q4 - Green

Corporate Action Plan 2021

Key Success Driver 1.0: To Be a High Performing Organization

Goal 1.1 To Be an Effective, Fiscally Responsible Organization				
Objective 1.1.1 - By achieving a high standard of financial management and reporting				
#	ACTION	WHO	WHEN	STATUS
1.1.1.1	Receipt of an unqualified independent audit for 2020	MFS	Q2	
1.1.1.2	Adoption of an informed 2021 – 2025 Financial Plan	MFS	Q1	Complete
1.1.1.3	Successfully meet the 2021 budget in 95% of established services	MFS	Q4	
1.1.1.4	Enhance the strength of performance indicators in the MD&A	MFS	Q2	
1.1.1.5	Develop a Fees and Charges Policy to provide a decision-making directive for the pricing of services;	MLS/ MFS	Q3	
1.1.1.6	<ul style="list-style-type: none"> · Develop a plan for the creation of operating and capital Reserves in appropriate services · Implement the 2021 Phase 	MFS MFS	Q1 Q4	Complete

Objective 1.1.2 - By being an effective local government				
#	ACTION	WHO	WHEN	STATUS
1.1.2.1	Develop a corporate workspace plan	MCS	Q2	
1.1.2.2	Conduct cyber security training for all staff and Rural Directors	MIS	Q3	Q4
1.1.2.3	<ul style="list-style-type: none"> · Submit Letter of Interest to CoP · Open discussions with the City of Penticton for a co-located headquarters 	CAO	Q1 Q2	Complete

Goal 1.2 To Be a Healthy and Safe Organization				
Objective 1.2.1 By implementing the 2021 joint occupational health and safety program				
#	ACTION	WHO	WHEN	STATUS
1.2.1.1	Keep the RDOS injury rate below the average for our WorkSafe BC classification unit	MHR	Q3	
1.2.1.2	Monitor COVID-19 compliance throughout the organization	MHR	Q4	

Goal 1.3 To Cultivate a High Performing Organizational Culture				
Objective 1.3.1 By implementing an Organizational Development Program				
#	ACTION	WHO	WHEN	STATUS
1.3.1.1	Develop and support an employee organizational development committee	MHR	Q1	Complete
1.3.1.2	Create and implement a 2021 organizational development action plan	MHR	Q2	
1.3.1.3	Conduct a 2021 Staff Perception Survey	MHR	Q4	
1.3.1.4	Show improved results on the 2021 Staff Perception Survey over the 2020 Survey	MHR	Q4	
1.3.1.5	Provide 360° evaluations for all supervisory staff	MHR	Q4	

Goal 1.4 To deliver a broad array of IT-enabled tools and services throughout the enterprise				
Objective 1.4.1 By providing effective information technology systems and programs to the corporation				
#	ACTION	WHO	WHEN	STATUS
1.4.1.1	Implement technology to provide high quality electronic and publicly accessible Board meetings	MIS	Q3	
1.4.1.2	Investigate connectivity in rural areas	MIS	Q2	
1.4.1.3	Implement the security recommendations from the 2020 IT Assessment and Cyber Attack Report	MIS	Q2	
1.4.1.4	Review the best mechanism for management of telecommunications systems	MIS	Q3	

Key Success Driver 2.0: To Optimize the Customer Experience

Goal 2.1 To provide a high level of customer service

Objective 2.1.1 By promoting regional district facilities and services

#	ACTION	WHO	WHEN	STATUS
2.1.1.1	Develop a marketing program to promote client understanding of RDOS Facilities and Services	MLS	Q2	
2.1.1.2	Renovate the Similkameen Swimming Pool	MCS	Q4	

Objective: 2.1.2 By engaging our citizens in the development and improvement of our programs

#	ACTION	WHO	WHEN	STATUS
2.1.2.1	Investigate the conversion of the Lower Nipit Improvement District to the RDOS	ME S	Q3	
2.1.2.2	Utilize the 2020 citizen Survey to develop a plan to improve customer relations and experience	MLS	Q2	
2.1.2.3	Promote an Electoral Area “D” Incorporation Study	MLS	Q4	

Goal 2.2 To Meet Public Needs Through the provision and enhancement of Key Services

Objective 2.2.1 By improving bylaws, policy and process within the organization

#	ACTION	WHO	WHEN	STATUS
2.2.1.1	Update Invasive weeds and pest bylaws into a single Invasive Species Bylaw	MLS	Q2	
2.2.1.2	Implementation of new Development Services software	MBE	Q1	Q3

Objective 2.2.2 By implementing the 2021 phase of the regional transit future plan				
#	ACTION	WHO	WHEN	STATUS
2.2.2.1	Double the Penticton – Kelowna Service	MCS	Q4	
2.2.2.2	Initiate the West Bench/Penticton Service	MCS	Q4	
2.2.2.3	Review acquisition of Princeton – Penticton Service	MCS	Q3	

Key Success Driver 3.0: Regional Sustainability

Goal 3.1 To Develop a Healthy and Socially Sustainable Region				
Objective 3.1.1 By providing a regional emergency management program				
#	ACTION	WHO	WHEN	STATUS
3.1.1.1	Bring the regional emergency program concept to the Protective Services Committee for discussion	MCS	Q2	Complete
3.1.1.2	Present the emergency response plan to the Emergency Management Team and the Protective Services Com.	MCS	Q2	
3.1.1.3	Review the Pandemic Component of the Emergency Response Plan	MCS	Q3	
3.1.1.4	Review the Business Continuity Plan	MLS	Q4	

Objective 3.1.2: By implementing the 2021 Phase of the Parks Program				
#	ACTION	WHO	WHEN	STATUS
3.1.2.1	Implement the 2021 phase of the Wharf Park development plan	MCS	Q4	
3.1.2.2	Implement the 2021 phase of the Manitou Park development plan	MCS	Q2	
3.1.2.3	Develop a Regional Parks and Trails Master Plan	MCS	Q3	
3.1.2.4	Investigate the benefit of promoting public/agricultural worker campgrounds throughout the region	MCS	Q4	
3.1.2.5	Continue to pursue acquisition of a portion of the West Bench Elementary School for public purposes	MCS	Q4	
3.1.2.6	Pursue the acquisition of Sickie Point in Kaleden	MCS	Q1	Complete
3.1.2.7	Pursue the acquisition of Centre Beach in Naramata	MCS	Q1	Complete
3.1.2.8	Continue discussions with PIB regarding KVR Trail Upgrades	MCS	Q4	

Goal 3.2 To Develop an Economically Sustainable Region				
Objective: 3.2.1: By Implementing the Asset Management Plan				
#	ACTION	WHO	WHEN	STATUS
3.2.1.1	Commence implementation of the Asset Management Plan	MFS	Q2	
3.2.1.2	To introduce an asset/supply chain management program to the Regional District	MFS	Q2	

Objective: 3.2.2: By Reviewing Long-Range Planning Documents				
#	ACTION	WHO	WHEN	STATUS
3.2.2.1	Commence the Area "G" Official Community Plan development process	MPS	Q1	complete
3.2.2.2	Complete review of the South Okanagan Regional Growth Strategy	MPS	Q4	

Goal 3.3: To Develop an Environmentally Sustainable Region				
Objective: 3.3.1: By implementing the 2021 Phase of the Solid Waste Management Plan				
#	ACTION	WHO	WHEN	STATUS
3.3.1.1	Develop a plan to introduce the curbside collection of organics and implement the 2021 phase	MO	Q2	
3.3.1.2	Develop a plan to construct an organics treatment and processing facility at 1313 Greyback Mountain Road	MO	Q3	
3.3.1.3	Work with the City of Penticton to create a plan to relocate the Penticton Compost Facility at CMLF	MO	Q3	

Objective: 3.3.2: By implementing the solid waste infrastructure upgrades and requirements for landfill facilities				
#	ACTION	WHO	WHEN	STATUS
3.3.2.1	Complete the 2021 phase of the Campbell Mountain leachate treatment system project	MES	Q4	
3.3.2.2	Complete Master Plan and Design, Operations and Closure Plans for the Campbell Mountain, Okanagan Falls and Oliver Landfills	MES	Q4	
3.3.2.3	<ul style="list-style-type: none"> · Complete the detailed design of a revised entrance/exit for CML · Commence construction and scale purchase 	MES	Q2 2022	
3.3.2.4	Conduct a Shadow Bid for the Heavy Equipment Contract Tender expiring in 2022.	MES/ MO	Q3	

Objective 3.3.3 By enhancing RDOS Waste Water Treatment Systems				
#	ACTION	WHO	WHEN	STATUS
3.3.3.1	Establish a Service for the design and construction of the Kaleden Sewer Collection System	MES	Q4	
3.3.3.2	Develop a Liquid Waste Management Plan for Naramata	MES	Q4	

Objective: 3.3.4: By enhancing the Regional District Water System Delivery				
#	ACTION	WHO	WHEN	STATUS
3.3.4.1	Develop a Filtration Deferral Plan for the Naramata Water System	MO	Q4	
3.3.4.2	Acquisition of the Sage Mesa Water System	MES	Q4	
3.3.4.3	Complete the 2021 Phase of the SCADA Master Plan for all water systems	MES	Q3	
3.3.4.4	Conduct a Water Systems Rate Review	MO	Q4	

Objective 3.3.5: By enhancing dam safety				
#	ACTION	WHO	WHEN	STATUS
3.3.5.1	Prepare a dam safety review on the Chain Lake Dam	MES	Q3	
3.3.5.2	Determine a sustainable methodology to maintain the Shinnish Creek Diversion and the Chain Lake Dam	MES	Q3	

Objective: 3.3.6 To prepare for Climate Change Impact				
#	ACTION	WHO	WHEN	STATUS
3.3.6.1	Develop policies for floodplains, hillside (geotechnical) and fire interface areas	MPS	Q3	
3.3.6.2	Develop a Climate Change Preparedness Plan	MCS	Q4	
3.3.6.3	Explore alternative energy sources to determine financial and environmental benefit	MCS	Q4	

Key Success Driver 4.0: Provide Governance and Oversight in a Representative Democracy

Goal 4.1 To Execute a Well-Defined Strategic Planning Cycle
Objective: 4.1.1: By executing the Strategic Planning and Enterprise Risk Management Programs.

#	ACTION	WHO	WHEN	STATUS
4.1.1.1	Adoption of the 2021 Corporate Business Plan	CAO	Q1	Complete
4.1.1.2	Update the Enterprise Risk Management Register and present to 2018-2022 Board of Directors	CAO	Q2	
4.1.1.3	Initiate the 2022 Corporate Business Plan Cycle	CAO	Q3	

Goal: 4.2. To Promote Board and Chair Effectiveness
Objective 4.2.1: By Improving Regional District Relationships

#	ACTION	WHO	WHEN	
4.2.1.1	Plan and implement a local Board/municipal council training program	MLS	Q2	
4.2.1.2	Develop a Governance Protocol setting out roles & responsibilities of Board Members/ Recreation Commissions and Staff	CAO	Q3	
4.2.1.3	Investigate the potential impact of UNDRIP on the Regional District	MLS	Q2	
4.2.1.4	Work with the four Indian Bands on improving Indigenous Relations	MLS	Q4	

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: 2021 Q1 Activity Report – For Information Only

LEGISLATIVE SERVICES

2021 Q1 Completed Activities

- conducted alternative approval processes for Sickle Point parkland acquisition and Electoral Area “E” parkland acquisition
- Prepared for and conducted a referendum for conversion of Apex Mountain Fire Brigade to the Apex Mountain Fire Protection Service
- Re-introduced bylaws providing for sewer to the community of Kaleden
- Reviewed Princeton/Electoral Area “H” Fire Service bylaws
- Introduced 2021 Fees and Charges bylaw
- Commenced staff training on complaint resolution process based on the new Public Complaint Resolution policy
- Implemented Board Management software program (agenda creation and distribution process)
- Implemented Budget Communications strategy including preparation of information videos for members of the public
- Introduced results from 2020 citizens survey

2021 Q2 Planned Activities

- Conduct assent vote for Kaleden Sewer project
- Present policy recommendations resulting from Provincial Legislative Assembly Audit
- Local Government Awareness Week - video for schools
- Commence Services and Boundary Configuration Study for Electoral Area “D”
- Commence training of staff for Board Management software (e-Scribe)
- Review Business Continuity Plan
- Review OSRHD authority and voting structure in the Letters Patent
- Mosquito Control and Invasive Species bylaws review
- Commencement of Falconridge fire service creation
- Initiate development of a corporate wide Customer Service Program

2.0 INFORMATION SERVICES DEPARTMENT

2021 Q1 – Completed Activities

- Updated Email Infrastructure to facilitate migration to MS 365.
- Implemented recommendations from Information Services Assessment for Multifactor Authentication.
- Completed GIS system inventory for new GIS infrastructure deployment.
- Completed internal Forensic Scan of computers, servers and network.
- Reviewed the IS Organizational Structure and posted GIS and IT positions.

2021 Q2 – Planned Activities

- Conclude negotiations for the 184 Main Street Data Centre
- Deployment of new SCADA WAN(wide area network) infrastructure.
- Deployment of new GIS Server Infrastructure.
- Procure MS 365 Licensing
- Present the Forensic Audit Report from the Ransomware Attack

FINANCE DEPARTMENT

2021 Q1 – Completed Activities

- Budget consultation presentations for electoral Areas and member municipalities. Virtual tape recorded for each electoral area and virtual presentation made for Area “I” and “D”.
- Transfer to Taxes of Unpaid Utility Accounts, as at December 31, 2020.
- Board adoption of 2021 financial plan for RDOS and OSRHD.
- Prepare 2020 audit work papers.
- Parcel taxes 1st submission.
- Initiate the Asset Management Committee and establish term of reference.
- Filed \$150,000 in EOC Claims, \$2,500 remaining to be claimed.
- T4 Files – including mandatory new Covid T4A's reporting.

2021 Q2 – Planned Activities

- Present audited financial statements to Board.
- Present draft FTE, Capital Request, and supplemental service request form to SMT for comments.
- Commence Budget Process Review.
- Present Asset Management Term of Reference to senior managers.
- Train and commence using the purchasing module.
- Provide Board Report on 1st quarter expenses.
- Provide recommendations on Supplementary Covid-19 safe start funds
- Sent out tax requisition and letters to municipal partners and PID.

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- Send out electoral area tax requisitions to Surveyor of Taxes.
 - Send tax Hospital Tax Requisition to Surveyor of Taxes.
 - Send out Utility invoices.
 - Upload Budget into Questica Budget Software.
-

4.0 HUMAN RESOURCES DEPARTMENT

2021 Q1 Completed Activities

- Began the Town of Oliver CAO and CFO recruitments
- Commenced seasonal recruitment and began updating the onboarding process for all new and returning employees
- Initiated the 2021 Safe Work Procedure reviews and remaining program development
- Monitored and closed the 2020 performance review process for all staff
- Completed organization wide WHMIS refresher training and testing
- Coordinated Bullying, Harassment & Discrimination Policy review for all staff
- Began the 2021 organizational development action plan based on the 2020 staff perception survey results
- Began the 2021 BCGEU job description maintenance reviews and evaluate new/updated positions
- Continued the training for the Exempt Job Evaluation Committee on the Hay Guide Chart Profile Method
- Monitored and updated staff COVID-19 health order compliance and coordinate communications on changes and updates as needed

2021 Q2 – Planned Activities

- Complete organization wide WHMIS required refresher training and testing
- Complete the Ergonomics assessments and testing
- Coordinate educational and engagement opportunities for staff with respect to mental health well-being and safety
- Utilize HRIS MyWay software to enhance training tracking
- Broaden the scope of the Employee Recognition and Incentive Committee to regularly engage staff
- Complete Q2 safe work procedures and roll out the new Violence Prevention Program.
- Facilitate seasonal and newly budgeted position recruitments
- Finish exempt job evaluation training and develop a standard glossary for reviewing roles
- Organize a facilitated team focused training session for the senior management team and incorporate the broader organization in addressing challenges identified in the annual survey
- Continue to incorporate technology into the onboarding program for new and returning staff

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Q2 Communications Update – For Information Only

Communications

2021 Q1 Completed Activities

- RDOS Community Champions: terms of reference and launch plan created
- RDOS 2021 Budget Public Engagement: process complete
- Alternative Approval Process and Referendum communications support: Sickle Point, Naramata, Apex
- Citizen Survey: survey analysis and recommendations forwarded to Board for consideration; results and outcomes posted on Regional Connections; follow-up survey questions presented to Board
- RDOS Board and Committee meeting highlights: newsletter update
- Video Equipment: purchased
- Department communications requests: Planning, Community Services
- Assent voting and 2022 Budget communications plans
- Tax Requisition compliance communications plan
- EOC Information activation plan
- Town of Princeton AAP: information release

2021 Q2 Planned Activities

- Indigenous Relations: continue research and dialogue
- RDOS Community Champions: present terms of reference, launch plan to InterCom, SMT
- Creation of Social Media Strategy: present to Board
- Citizen Survey: prepare and distribute follow-up survey, information release
- RDOS Video Announcements: prepare bi-monthly video/audio updates
- Department communications requests: Finance, Human Resources
- Local Government Awareness Week: video
- Quality Assurance Survey: completion of building permit process

Respectfully submitted:

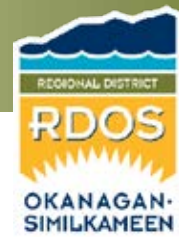
'Erick Thompson'

Communications Coordinator

Endorsed:

'Christy Malden'

C. Malden, Manager of Legislative Services



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Planning and Development Committee

Thursday, April 15, 2021

11:30 a.m.

AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Planning and Development Committee Meeting of April 15, 2021 be adopted.

B. Development Procedures Bylaw Amendments – ALR Exclusion Requests

1. Draft Amendment Bylaw No. 2500.18

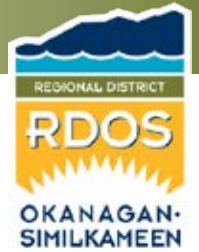
RECOMMENDATION 2

THAT Bylaw No. 2500.18, 2021, being a bylaw of the Regional District of Okanagan-Similkameen to amend the Development Procedures Bylaw to establish procedures for requests to initiate an exclusion of land(s) from the Agricultural Land Reserve, be brought forward for 3 Readings and Adoption.

C. Q1 Activity Report - For Information Only

D. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Planning & Development Committee
FROM: B. Newell, Chief Administrative Officer
DATE: April 15, 2021
RE: Development Procedures Bylaw Amendments – ALR Exclusion Requests

Administrative Recommendation:

THAT Bylaw No. 2500.18, 2021, being a bylaw of the Regional District of Okanagan-Similkameen to amend the Development Procedures Bylaw to establish procedures for requests to initiate an exclusion of land(s) from the Agricultural Land Reserve, be brought forward for 3 Readings and Adoption.

Background:

On September 30, 2020, Division 3 (Public Body Applications for Exclusion) of the *Agricultural Land Reserve General Regulation* came into effect and requires that applications seeking to exclude land from the Agricultural Land Reserve (ALR) be submitted to the Agricultural Land Commission (ALC) by either a local government or first nation government.

Private landowners are no longer able to submit an exclusion application directly to the ALC and, instead, must now request their local government to initiate an exclusion with the Commission on their behalf.

The ALC has advised that any local government electing to initiate an exclusion is responsible, as the applicant, for all of the following:

- submitting applications that it independently and objectively supports;
- providing an application fee in the amount of \$750.00;
- conducting a public hearing in accordance with the requirements of the legislation; and
- satisfying all other notification requirements under the legislation (i.e. site notice, proof of application, newspaper advertisements, etc.).

At its meeting of March 3, 2021, the Regional District adopted Amendment Bylaw No. 2913, 2021, which introduced new policy statements regarding ALR Exclusions into the Electoral Area Official Community Plan (OCP) Bylaws.

Analysis:

The policy statements recently incorporated into the Electoral Area OCP Bylaws include the consideration of Exclusion requests only within the context of an OCP Bylaw Review and a processing procedure whereby all Exclusion requests are subject to a similar public engagement process as is currently applied to referrals from the Liquor and Cannabis Regulation Branch (LCRB) for cannabis retail stores would be beneficial.

An internal review of any received exclusion proposal would be required to check against applicable Regional District bylaws and policies, and then the application could be brought forward to the Board to determine support and commence public engagement.

If authorized, a statutory public hearing as well as other public engagement options would be scheduled. Upon completion of the public engagement process, the Board would be provided an opportunity to review the comments received and make a determination to:

1. formally proceed with an exclusion application to the ALC;
2. defer consideration to the next review of the applicable Electoral Area OCP Bylaw; or
3. abandon the proposal altogether.

The Board should not proceed with Public engagement prior to its initial review of an exclusion request to avoid misleading the applicant and the ALC or initiating a significant expenditure of staff time and resources on a request that may not be supported.

Alternatives:

1. THAT the Regional District of Okanagan-Similkameen Development Procedures Amendment Bylaw No. 2500.18, 2021, be deferred; or
2. THAT the Regional District of Okanagan-Similkameen Development Procedures Amendment Bylaw No. 2500.18, 2021, not be initiated.

Respectfully submitted:



C. Garrish, Planning Manager

Attachments: No. 1 – Draft Amendment Bylaw No. 2500.18 (version 2021-04-15)

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2500.18, 2021

**A Bylaw to amend the Regional District of Okanagan-Similkameen
Development Procedures Bylaw 2500, 2011**

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 "Regional District of Okanagan-Similkameen Development Procedures Amendment Bylaw No. 2500.18, 2021."
2. The "Regional District of Okanagan-Similkameen Development Procedures Bylaw No. 2500, 2011" is amended by:
 - (i) replacing Section 1.1 (Application Requirements) under Schedule 8.0 (Referral of an Agricultural Land Commission Application) in its entirety with the following:
 - .1 Applications are to be submitted electronically to the Agricultural Land Commission (ALC) through the "ALC Application Portal" at www.alc.gov.bc.ca. This web-site contains details on ALC application requirements as well as the ALC process for issuing approvals.
 - .2 A request to the Regional District to initiate an application to the ALC to have lands excluded from the Agricultural Land Reserve (ALR) must be accompanied by the following:
 - (a) Proposal Summary
 - (i) An outline of the proposed exclusion area(s), including:
 - .1 consistency with the Regional Growth Strategy (RGS), Official Community Plan (OCP) and Zoning bylaws and any proposed deviation or change, if applicable;
 - .2 an explanation of the community benefit of the proposal and how it furthers the growth management objectives of the RGS and OCP bylaws, if applicable;
 - .3 information outlining all previous non-farm use, non-adhering residential use and/or subdivision applications submitted to the

Agricultural Land Commission (ALC) involving the subject lands, including decisions of the Commission, if applicable.

(b) Development Plans (drawn to scale)

(i) a site plan of the proposed development drawn to scale and showing dimensions, and include the following (as applicable):

- .1 building sections, elevations, access roads, driveways, vehicle parking spaces and landscaping;
- .2 subdivision layout, including proposed parcel areas and road accesses.

(ii) adding a new Section .3 (Processing Procedures – Requests to the Regional District to initiate an Exclusion) under Schedule 8.0 (Referral of an Agricultural Land Commission Application) to read as follows:

.3 Processing Procedures – Requests to the Regional District to initiate an Exclusion

1. Upon receipt of a request, the Regional District will open a file and review the proposal to determine whether it is complete and, if incomplete, the proponent will be notified of any outstanding requirements.
2. The proposal will be evaluated for compliance with relevant Regional District bylaws and policies. A site visit to view the property may be undertaken as part of the evaluation process.
3. The request shall be referred to all applicable Regional District departments.
4. A technical report will be prepared and forwarded to the Board for consideration.
5. The property owner(s) of the land being considered for exclusion will be invited to attend the Board meeting at which the request will be considered.
6. The Board will consider the technical report and may pass a resolution to:
 - a) deny the request;
 - b) support the request proceeding to a public hearing; or
 - c) defer making a decision.
7. If the Board resolves to support the Exclusion request to proceed to public hearing, Development Services staff will undertake the following:
 - a) provide a written notice mailed to property owners and tenants of land within a radius not less than 100 metres of the boundaries of the subject property;
 - b) post information related to the proposed Exclusion on the Regional District's web-site and social media accounts;
 - c) post a sign in a form and manner acceptable to the Agricultural Land Commission (ALC) on the land that is the subject of the application;

- d) refer the proposal to the applicable Advisory Planning Commission (APC) for a recommendation; and
 - e) schedule a public hearing and provide notification in accordance with the requirements of the *Agricultural Land Reserve General Regulation*.
8. A period of not less than 28 calendar days will be provided for written comments from the public to be submitted to the Regional District.
 9. The referral comments as well as any written comments from the public will be incorporated into a technical report to be forwarded to the Board for consideration.
 10. The property owner(s) of the land being considered for exclusion will be invited to attend the Board meeting at which the outcomes of the public consultation process will be considered.
 11. The Board will consider the technical report and may pass a resolution to:
 - a) not submit an exclusion application to the Agricultural Land Commission (ALC);
 - b) submit an exclusion application to the ALC; or
 - c) defer making a decision.
 12. If the Board resolves to submit an application to exclude the land(s) from the ALR, the required application materials will be submitted to the ALC for final decision.
 13. Once the Board minutes have been prepared, the applicant will be notified in writing of the resolution.

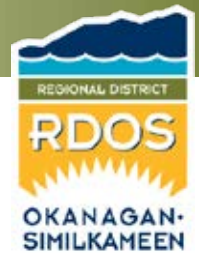
READ A FIRST, SECOND AND THIRD TIME on the ___ day of ____, 2021.

ADOPTED on the ___ day of ____, 2021.

Board Chair

Corporate Officer

ADMINISTRATIVE REPORT



TO: Planning & Development Committee
FROM: B. Newell, Chief Administrative Officer
DATE: April 15, 2021
RE: Q1 Activity Report – Development Services
For Information Only

Overview:

The Development Services Report comprises the functional areas of Planning, Building Inspection, Bylaw Enforcement, Heritage, Development Engineering and Economic Development.

PLANNING:

Q1 Activities

Regional Growth Strategy:

- Regional Growth Strategy (RGS) Review:
 - ∅ Ongoing background work
- Regional Housing Needs Assessment Report:
 - ∅ Draft of Report Completed, scheduled for consideration at April 1, 2021, Board meeting.

Electoral Area Planning:

- A summary of Applications and Referrals processed in Q1 is presented at Attachment No. 2.
- The following reports were prepared for consideration by the Board (including in Committee):
 - ∅ Subdivision Servicing Bylaw Amendments (various housekeeping);
 - ∅ Metal Storage Container (Zoning Regulations & Siting Permits);
 - ∅ Advisory Planning Commissions (APCs) and Public Representations;
 - ∅ Solar Energy Devices (Zoning Regulations); and
 - ∅ Environmentally Sensitive Development Permit Area Amendments.
- South Okanagan Zoning Bylaw Consolidation (Electoral Areas "A", "C", "D", "E", "F" & "I"):
 - ∅ Adoption of Phase 3 of Residential Zone Update (CD Zone);
 - ∅ Background work on Phase 4 of Residential Zone Update (RS & SH Zone Review); and
 - ∅ OK Falls Town Centre Implementation – Consultation on Phase 3 (C4 Zone Review).
- Electoral Area "A" OCP Bylaw Review:
 - ∅ Presentation to P&D Committee on Land Use Bylaw Transition Summary (i.e. significant policy changes and impacts on current subdivisions);
 - ∅ Consideration of 1st & 2nd reading of OCP Bylaw No. 2905.

-
- Electoral Area "G" OCP Bylaw Project:
 - Ø Background research;
 - Ø Initial meeting of Citizen's Committee; and
 - Ø Initiation of Community Survey.
 - Wildfire Hazard DP Area Project (Electoral Areas "A", "C", "D", "E", "F", "H" & "I"):
 - Ø Presentation of Draft Guidelines and Mapping to P&D Committee (March 18, 2021).
 - Provision of Planning Services to the Village of Keremeos:
 - Ø New OCP & Zoning Bylaws adopted on February 16, 2021.
 - Provision of Planning Services to the Town of Princeton.

Planned Activities for Q2 (2021):

Regional Growth Strategy:

- Regional Growth Strategy (RGS) Review:
 - Ø Continue RGS review and analysis phase with RGS Technical Advisory Committee; and
 - Ø 2nd project presentation to Planning & Development Committee.

Electoral Area Planning:

- South Okanagan Zoning Bylaw Consolidation (Electoral Areas "A", "C", "D", "E", "F" & "I"):
 - Ø Initiate Phase 4 of the Residential Zone Review (RS & SH Zones); and
 - Ø Complete Phase 3 of the OK Falls Town Centre Implementation (C4 Zone Review);
 - Ø Bring forward Draft Zoning Bylaw No. 2800 to Committee for review.
- Electoral Area "A" OCP Bylaw Review:
 - Ø Public Hearing on April 21, 2021;
 - Ø Consideration of 3rd reading and adoption on May 6, 2021.
- Electoral Area "G" OCP Bylaw Project:
 - Ø Second Citizen's Committee Meeting on April 19, 2021; and
 - Ø Completion of Community Survey on April 30, 2021.
- Electoral Area "E" OCP Bylaw Review:
 - Ø Initiate background research (i.e. community profile and infrastructure study).
- Review of ESDP Area Designation (Electoral Areas "A", "C", "D", "E", "F", "H" & "I"):
 - Ø Electronic Public Information Meeting (PIM) – meeting date to be determined;
 - Ø Consideration of 1st reading or proposed amendments.
- Solar Energy Devices (Electoral Area "D", "E", "F" & "I")
 - Ø Schedule Public Hearing for May 6, 2021;

-
- ∅ Consideration of 3rd reading on May 6, 2021.
 - Continue working on implementation of new software application (BasicGov).
 - Provision of Planning Services to the Village of Keremeos:
 - Provision of Planning Services to the Town of Princeton on an “as needed” basis.

BUILDING INSPECTION:

Q1, 2021 Activities

- 143 Permits have been issued to March 31, 2021 compared to 111 for the same date in 2020 (see Attachment No. 2 for the summary of issued Building Permits).
- The number of applications received in 2021 has risen substantially over 2020. To date 176 applications for building permits have been submitted compared to 91 in the same time period in 2020.
- New Building Official (Plan Reviewer) commenced employment on February 2, 2021
- Average timeline from application date to permit issuance has been reduced to approximately 24 days.
- Provision of inspection services to the Village of Keremeos continues. Mutual aid agreement with Town of Princeton for building inspection backfill.
- Continuing with development of BasicGov software. Go live date Q3-Q4.
- Fee increases became effective April 1, 2021
- Step Code presentation – filing of notification to begin consultation

Planned Activities for Q2

- Continued work for implementation of BasicGov software for Building inspection modules.
- Building Bylaw amendments – various housekeeping amendments plus revisions required for implementation of new BasicGov software
- Drafting of various procedures and policies
- Commenced a project to review and process all expired building permit and enforcement files. Goal will be to have several enforcement files brought to the Board each meeting.
- Coordinating with Senior Energy Specialist to provide consultation to the public and contractors for Step Code prior to proposed implementation

BYLAW ENFORCEMENT:

Q1 Activities

- Ongoing processing of complaints – 17 new complaints received and 27 enforcement files closed (see Attachment No. 4 for Summary of Bylaw Enforcement Complaints) (128 remain active)
- Adoption of Amendments to Dog Control Bylaw – lifetime dog tags (annual license fees still required).

Planned Activities for Q2

- Continued progress on development of BasicGov software.
- Initiation of consolidation of Noise bylaws.
- Preparation of bylaw for consolidation of Noise Control Bylaws
- Amendments to Bylaw Notice Enforcement Bylaw for various offences related to Dog Control and Noise Control Bylaws
- Parking lot: Bylaw Enforcement Education Workshop.

DEVELOPMENT ENGINEERING:

Q1 Activities

- Subdivision and Development Services Bylaw Update (Electoral Areas "A", "B", "C", "D", "E", "F", "G", "H" & "I"):
 - ∅ Continuing review of draft bylaw and schedules.
- Electoral Area "F" (Greater West Bench) Geotechnical Review:
 - ∅ Review of draft report and provision of additional feedback to consultant team.
- Ongoing Works and Services consultations for Subdivisions.
- Provision of Development Engineering Services to the Village of Keremeos.

Planned Activities for Q2

- Subdivision and Development Services Bylaw Update (Electoral Areas "A", "B", "C", "D", "E", "F", "G", "H" & "I"):
 - ∅ Continuing review of draft bylaw and schedules.
- Electoral Area "F" (Greater West Bench) Geotechnical Review:
 - ∅ Finalise draft report and present to Planning and Development Committee; and
 - ∅ Initiate consultation.
- Provision of Development Engineering Services to the Village of Keremeos.
- Provision of Development Engineering Services to the Town of Princeton "as needed".

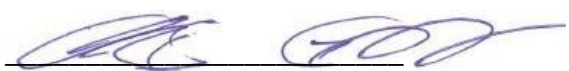
ECONOMIC DEVELOPMENT (ELECTORAL AREA "D"):

- Okanagan Falls Visitor Centre confirmed as a Destination BC Visitor Service Network member. Carries a \$10k grant annually to deliver services.
- Still waiting to hear on approvals for Canada Student Work Grant. OFCA applied for two to work in the Visitor Centre.
- ETSI-BC Rural Advisory Grant – collaborated with Oliver and Osoyoos to request a full time regional rural advisor. ETSI-BC just announced that all 30 positions have been assigned.

Locations to be announced shortly. Thompson Okanagan Region will receive 16 advisors. Oliver/Osoyoos/OkFalls received notice of conditional approval but not to be announced at this time. This grant pays for a full time one year position up to \$75,000. South Okanagan Chamber of Commerce will oversee this grant approval. OKFalls will receive equitable advisory time.

- Still Standing CBC Television Show just notified Okanagan Falls Ec Dev office that Okanagan Falls has been short listed and they wish to arrange a visit to our community to do more research with our community. If they get what they are looking for, Okanagan Falls will be showcased in their 2021 Season 7. This is huge and so will the coverage be huge. I am the lead on coordinating the info and contacts.
- Fortis BC has given approval for installation of new banners for our main street area. OFCA has sold 14 or the 17 banners. 3 more to be confirmed.
- Okanagan Falls Relocation & Visitor Guide nearly final draft. This project may possibly be 100% cost recovery due to arranging for half page ad opportunity with local businesses.
- Visit South Okanagan alliance in full swing now. Great graphics, visuals, promotions, contests, etc. all showcasing our region. Latest media coverage generated an audience reach of 305,000. New promotions being launched in April, June, and July this year which will create exceptional media coverage and audience reach. These promotional activities are all covered within each communities annual membership. For Area D - \$2500.00/yr.
- Little Falls Foods will be opening in mid May, 2021. It is located in the old post office just off Main. Concept is online ordering and delivery but can also shop in person if desired.
- Referred three business interests to Avery Group for light industrial site opportunities
- Continuing further discussion with Interior Savings Credit Union regarding potential use of their building for a local Arts & Culture Community site. ISCU are very supportive of this initiative and want to find ways to make it work for the community. It will involve seeking a grant opportunity up to \$200k.
- A solution to keeping Okanagan Falls only daycare/ECE Mini School open is ongoing. Working with their board.
- Okanagan Falls Summer Market is requiring our assistance to support the opening of the market this year. COVID 19 may prevent this. Finding a volunteer coordinator for the market is their primary focus at this time.

Respectfully Submitted



C. Garrish, Planning Manager



L. Miller, Building & Enforcement Services Manager

Attachments: No. 1 – Development Applications by Electoral Area & Year to Date (2021)

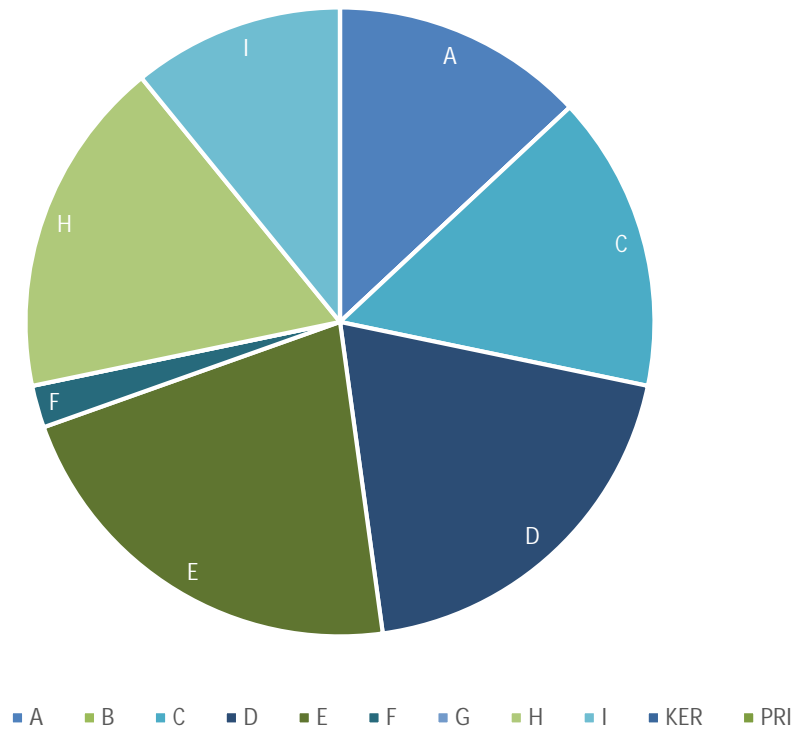
No. 2 – Summary of Application Activities

No. 3 – Summary of Building Permits (1st Quarter)

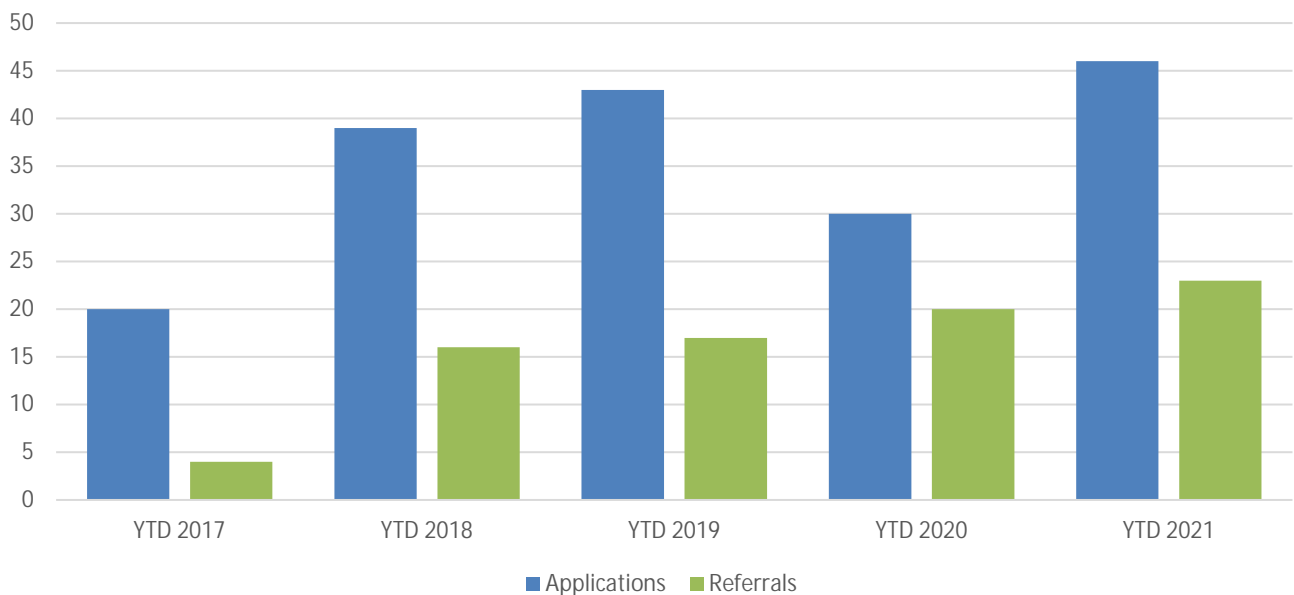
No. 4 – Summary of Bylaw Enforcement Complaints (1st Quarter)

Attachment No. 1 - Development Applications by Electoral Area & Year to Date (2021)

Development Applications - Electoral Areas/Member municipalities



2021 Year-to-date Applications & Referrals



Attachment No. 2 – Summary of Application Activities

Board Reports – Q1 Land Use Applications

	"A"	"B"	"C"	"D"	"E"	"F"	"G"	"H"	"I"	MULTI	Total
Board Reports – Land Use Applications											
Land Use Bylaw Amendments (OCP and/or Zoning)	1			1		1					3
Development Variance Permits	2		1	4	4			4	2		17
Temporary Use Permits			3	2	1				1		7
Agricultural Land Commission Referrals	1		2				1	1	2		7
Liquor and Cannabis Regulation Branch Referrals		1		1	1						3
Floodplain Exemptions											
Yearly Total (2021)	4	1	6	8	6	1	1	5	5		37

Public Consultation – Q1 Land Use Applications / Projects

	"A"	"B"	"C"	"D"	"E"	"F"	"G"	"H"	"I"	MULTI	Total
Public Consultation Forum											
Advisory Planning Commission (APC) Meetings / Info Mailouts	3		3	1		2		1	3		13
Public Information Meeting	3		3	2		1				1	10
Public Hearing				3		1		2	1	1	8
Yearly Total (2021)	6		6	6		4		3	4	2	31

Delegated Development Permits & MoTI Referrals Processed

	"A"	"B"	"C"	"D"	"E"	"F"	"G"	"H"	"I"	Total
Environmentally Sensitive Development Permits										
Development, Land Alteration & Subdivision	3		1	1	4				3	12
Yearly Total (2021)	3		1	1	4				3	12
Watercourse Development Permits										
Development, Land Alteration & Subdivision					1			2		3
Yearly Total (2021)					1			2		3
MoTI Subdivisions Referrals										
Fee Simple, Strata, Road Closure, etc.					3		1	4	2	10
Yearly Total (2021)					3		1	4	2	10

Attachment No. 3 – Summary of Building Permits Issued, 1st Quarter

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
SUMMARY OF BUILDING PERMITS FOR THE MONTH OF MARCH 2021

NUMBER OF PERMITS ISSUED										
DESCRIPTION	A	C	D	E	F	H	I	TOTAL	2021	2020
RENEWAL/DEFICIENCY			1					1	6	7
S.F.D.		1	1	1		2	1	6	19	16
MOBILE/MANU HOMES		1	2					3	11	4
CABINS/REC SEMI-DETACHED, DUPLEX, MULTI FAMILY								0	0	3
DEMOLITION / MOVE	2	4	1	1				8	16	0
ACCESSORY USES	1	3	2	4	2	1	2	15	39	28
ADDITIONS / REPAIRS / PLUMBING		3		1		2	3	9	35	29
COMMERCIAL		1	1					2	4	7
INDUSTRIAL								0	1	0
FARM BUILDINGS		2				1		3	11	13
INSTITUTIONAL								0	1	4
SOLID FUEL APPLIANCE								0	0	0
MONTHLY TOTAL	3	15	8	7	2	6	6	47	143	111
YEAR TO DATE 2021	15	33	23	15	13	20	24	143		
<i>SAME MONTH 2020</i>	7	15	2	2	4	8	6	44		
<i>YEAR TO DATE 2020</i>	12	30	20	11	11	16	11	111		

DOLLAR VALUE OF PERMITS										
DESCRIPTION	A	C	D	E	F	H	I	TOTAL	TOTAL YTD	
RENEWAL/DEFICIENCY			\$1,000					\$1,000	\$1,000	\$4,000
S.F.D.		\$659,163	\$441,093	\$376,650		\$465,145	\$261,170	\$2,203,220	\$2,203,220	\$6,445,740
MOBILE/MANU HOMES		\$480,428	\$320,605					\$801,033	\$801,033	\$2,758,120
CABINS/REC SEMI-DETACHED, DUPLEX, MULTI								\$0	\$0	\$0
DEMOLITION / MOVE	\$2,000	\$4,000	\$1,000	\$1,000				\$8,000	\$8,000	\$16,000
ACCESSORY USES	\$29,750	\$77,180	\$151,230	\$80,548	\$17,763	\$64,800	\$37,120	\$458,391	\$458,391	\$1,283,518
ADDITIONS / REPAIRS / PLUMBING		\$259,800		\$8,640		\$15,000	\$226,000	\$509,440	\$509,440	\$1,201,344
COMMERCIAL		\$168,900	\$50,000					\$218,900	\$218,900	\$254,687
INDUSTRIAL								\$0	\$0	\$250,000
FARM BUILDINGS		\$103,400				\$29,520		\$132,920	\$132,920	\$376,520
INSTITUTIONAL								\$0	\$0	\$28,875
SOLID FUEL APPLIANCE								\$0	\$0	\$0
MONTHLY TOTAL	\$31,750	\$1,752,870	\$964,928	\$466,838	\$17,763	\$574,465	\$524,290	\$4,332,904	\$4,332,904	\$12,618,804
YEAR TO DATE 2021	\$2,403,980	\$3,070,321	\$2,248,173	\$663,883	\$895,577	\$2,260,260	\$1,076,610	\$12,618,804	\$12,618,804	
<i>SAME MONTH 2020</i>	\$1,611,809	\$1,985,225	\$26,500	\$72,500	\$608,622	\$757,405	\$618,141	\$5,680,202	\$5,680,202	
<i>YEAR TO DATE 2020</i>	\$2,643,701	\$2,557,670	\$1,500,105	\$1,187,914	\$727,772	\$1,295,490	\$1,139,781	\$11,052,433	\$11,052,433	

BUILDING INSPECTION REVENUE							
MONTH	2015	2016	2017	2018	2019	2020	2021
JANUARY	\$17,905.98	\$38,090.55	\$39,602.01	\$55,887.27	\$30,704.46	\$47,538.46	\$46,158.04
FEBRUARY	\$19,575.32	\$29,419.02	\$44,897.41	\$37,396.10	\$86,493.92	\$17,592.98	\$43,612.27
MARCH	\$32,251.07	\$41,406.24	\$62,053.58	\$72,804.20	\$51,199.20	\$60,721.58	\$45,865.08
APRIL	\$47,883.66	\$15,209.80	\$35,550.35	\$41,018.96	\$42,268.02	\$41,620.45	
MAY	\$34,819.01	\$88,336.89	\$335,459.36	\$61,771.86	\$47,130.81	\$52,842.35	
JUNE	\$62,473.80	\$105,215.54	\$66,954.09	\$70,972.42	\$46,253.49	\$75,271.11	
JULY	\$93,218.43	\$70,891.24	\$95,394.43	\$71,463.33	\$70,064.71	\$57,104.01	
AUGUST	\$59,620.80	\$73,568.01	\$47,165.53	\$42,822.93	\$25,798.34	\$42,437.50	
SEPTEMBER	\$121,384.59	\$102,226.37	\$90,566.53	\$45,924.16	\$30,728.49	\$77,667.72	
OCTOBER	\$39,069.81	\$44,894.56	\$43,695.30	\$84,294.81	\$55,999.70	\$48,451.14	
NOVEMBER	\$58,845.97	\$32,663.33	\$58,442.60	\$43,348.80	\$51,766.51	\$35,849.11	
DECEMBER	\$40,132.41	\$29,147.95	\$41,432.10	\$32,698.12	\$20,458.33	\$46,501.93	
TOTAL	\$627,180.85	\$671,069.50	\$961,213.29	\$660,402.96	\$558,865.98	\$603,598.34	\$135,635.39

Attachment No. 4 – Summary of Bylaw Enforcement Complaints, 1st Quarter

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN													
SUMMARY OF BYLAW INFRACTIONS													
1ST QUARTER (JAN-MAR 2021)													
COMPLAINTS RECEIVED January - March 2021													
DESCRIPTION	A	B	C	D	E	F	G	H	I	TOTAL	2021 YTD	2020	2020 YTD
LAND USE	4	0	0	2	3	0	0	0	1	10	10	6	6
ESDP	0	0	0	0	0	0	0	0	0	0	0	0	0
WDP	0	0	0	0	0	0	0	0	0	0	0	0	0
MULTIPLE	0	0	2	0	0	0	0	0	0	2	2	2	2
UNTIDY/UNSIGHTLY	0	0	1	0	0	0	0	0	0	1	1	2	2
BUILDING BYLAW	0	0	0	0	0	0	0	0	0	0	0	4	4
ANIMAL CONTROL	1	0	0	0	1	0	0	0	1	3	3	19	19
NOISE CONTROL	0	0	0	0	0	0	0	0	0	0	0	6	6
BURNING BYLAW	0	0	0	0	0	0	0	0	1	1	1	0	0
Totals	5	0	3	2	4	0	0	0	3	17	17	39	39
COMPLAINTS RESOLVED January - March													
DESCRIPTION	A	B	C	D	E	F	G	H	I	TOTAL	2021 YTD	2020	2020 YTD
LAND USE	0	0	3	0	0	0	0	0	1	4	4	51	51
ESDP	2	0	0	2	0	1	0	0	0	5	0	1	1
WDP	0	0	0	0	0	0	0	0	0	0	0	2	2
MULTIPLE	0	0	0	0	0	0	0	0	0	0	0	0	0
UNTIDY/UNSIGHTLY	0	0	0	0	0	0	0	0	0	0	0	6	6
BUILDING BYLAW	2	0	2	1	0	0	0	1	1	7	0	13	13
ANIMAL CONTROL	1	1	5	1	0	0	0	0	2	10	0	19	19
NOISE CONTROL	0	0	0	0	0	0	0	0	0	0	0	6	6
BURNING BYLAW	0	0	0	0	0	0	0	0	1	1	0	0	0
Totals	5	1	10	4	0	1	0	1	5	27	4	98	98
TOTAL ACTIVE COMPLAINTS													
DESCRIPTION	A	B	C	D	E	F	G	H	I	TOTAL			
LAND USE	8	0	14	11	11	10	1	4	12	71			
ESDP	2	0	0	2	0	1	0	0	0	5			
WDP	1	0	2	0	0	0	0	0	1	4			
MULTIPLE	0	0	5	4	1	1	1	1	0	13			
UNTIDY/UNSIGHTLY	0	3	2	1	1	1	3	2	2	15			
BUILDING BYLAW	2	0	2	1	0	0	0	1	1	7			
ANIMAL CONTROL	1	1	5	1	0	0	0	0	2	10			
NOISE CONTROL	0	0	1	1	0	0	0	0	0	2			
BURNING BYLAW	1	0	0	0	0	0	0	0	0	1			
Totals	15	4	31	21	13	13	5	8	18	128			
MILEAGE													
DESCRIPTION	A	B	C	D	E	F	G	H	I	TOTAL	2021 YTD		
LAND USE	158.5	0	448.5	390	148	148.5	0	0	393	1686	1685.5		
ESDP	0	0	0	0	0	0	0	0	0	0	0		
WDP	0	0	0	0	0	0	0	0	0	0	0		
MULTIPLE	0	0	0	0	0	0	0	0	0	0	0		
UNTIDY/UNSIGHTLY	4	0	43.5	13	0	18	0	0	4	82.5	82.5		
ANIMAL CONTROL	252	0	769	656	640	273	355		243	3188	3188		
NOISE CONTROL	61	0	0	159	83	140	0	0	61	504	504		
BURNING BYLAW	0	0	0	25	32	55	0	0	62	174	174		
Totals	475.5	0	1261	1243	903	634.5	355	0	763	5634	5634		
YTD	475.5	0	1261	1243	903	634.5	355	0	763	5634	5634		



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Community Services Committee

Thursday, April 15, 2021
12:30 p.m.

AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Community Services Meeting of April 15, 2021 be adopted.

B. Greater West Bench Age-Friendly Assessment and Plan Project

1. Greater West Bench Age-Friendly Assessment and Plan

RECOMMENDATION 2

THAT the Regional District receive the Greater West Bench Age Friendly Assessment and Plan as a guiding document; and,

THAT the Board of Directors resolve to support, promote and work towards developing the Greater West Bench as an age-friendly community.

C. Activity Report Q1 – For Information Only

D. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Community Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Greater West Bench Age-Friendly Assessment and Plan

Administrative Recommendation:

THAT the Regional District receive the Greater West Bench Age Friendly Assessment and Plan as a guiding document; and,

THAT the Board of Directors resolve to support, promote and work towards developing the Greater West Bench as an age-friendly community.

Reference:

Resolution to apply for the Age-Friendly Grant was approved 2020 January 23 (0550-03 BD)

Background:

The intended outcome of performing an assessment and creating an action plan is to assess the current state of assets and services, identify the gaps and current barriers to formulate a plan to better support active ageing and ageing in place.

On March 10th, 2020, The Regional District of Okanagan-Similkameen (RDOS) received notification from UBCM that funding for the project was approved in the amount of up to \$25,000.

The Greater West Bench Age-Friendly Assessment and Plan (the Plan) was a joint effort between the RDOS, Urban Systems Ltd. (Consultant), and the Greater West Bench community. The project was funded by the UBCM Age-Friendly Communities grant. The benefits of ageing-in-place are recognized globally as a result of the World Health Organization's (WHO) guide titled Global Age-Friendly Cities, which provides a framework for communities around the world to improve living conditions for seniors.

Analysis:

The assessment and plan were developed in consultation with Greater West Bench community and stakeholders. Engagement activities were facilitated, with public reviews of the draft assessment and plan occurring in January and February of 2021, before finalizing the Plan.

The first phase of the project entailed generating an understanding of the current situation in the Greater West Bench area. The South Okanagan Regional Growth Strategy and the Area 'F' Official Community Plan Bylaw were reviewed to determine any existing policy direction in place that may impact the age-friendly assessment and planning process.

An online community survey was hosted on the RDOS website from August 10th to September 14th, 2020. The survey asked for input from Greater West Bench residents on how well the community was currently meeting the objectives of the WHO's eight age-friendly pillars. A total of 47 responses were received and with 77% of survey respondents aged 55 or over. The results of the survey are included in Appendix A, attached to the Final report.

The draft plan was developed based on the key items identified in the engagement. The draft contents were presented to the public for review and comment on the RDOS's Regional Connections website, the Area Director's blog and via a virtual community presentation. The Plan was also circulated to internal RDOS staff, BC Healthy Communities, the Greater West Bench Age-Friendly champions (volunteer group), and the Interior Health Authority.

The final Plan presents the finding of the community engagement activities through a presentation of a community assessment and action plan focused on improving conditions for seniors and the Greater West Bench area as a whole in both the short and long term. Five key priorities were identified by participants to assist in efforts for making Greater West Bench an age-friendly place to live. The priorities focus on improving the following aspects (also referred to in the report as Pillars and Action Areas) of Greater West Bench in priority order:

- 1) Outdoor Spaces and Buildings
- 2) Transportation
- 3) Community Support and Health
- 4) Housing
- 5) Social Participation, Civic Participation, Communication & Information, Respect and Social Inclusion.

Within the final Plan, action areas are identified, with target timeframes, potential leads/partners, estimated costs and potential funding opportunities. Moving forward, to achieve the vision and objectives identified for each of the age-friendly action areas, collaborative efforts between the RDOS, community members, government agencies, and local groups are required.

Additionally, as part of moving forward, the RDOS and the Greater West Bench citizens may wish to consider applying to Age-Friendly British Columbia (AFBC) to recognize Greater West Bench as an age-friendly community. The benefits of such recognition include:

- Promotion of the community's achievements in the BC Health Communities Society website and newsletter;

- Eligibility to receive official “Pan-Canadian AFC Recognition” endorsed by Public Health Agency of Canada and the World Health Organization;
- Access to a network of age-friendly organizations at provincial, national, and international levels; and
- A recognition reward to help the community provide an age-friendly community legacy or celebration.

There are four steps to achieve this status, two of which are completed through the development of the Final report. The two additional steps include:

- Establish an age-friendly advisory or steering committee, which may be a continuation of the Greater West Bench Champions group established through this project.
- Board resolution to support, promote and work towards ensuring that Greater West Bench becomes an age-friendly community.

Alternatives:

To receive this report for information and not move forward with a Board resolution.

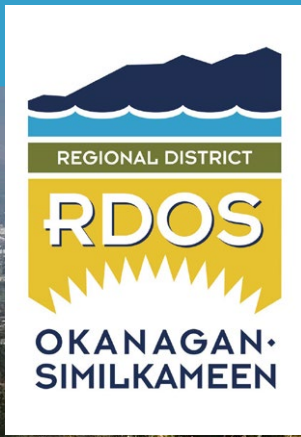
Communication Strategy:

Once the report has been received and support by the RDOS Board, the Final report will be posted on the Regional Connections page for the public.

Respectfully submitted:

“Augusto Romero”

Regional Recreation Manager



Greater West Bench Age-Friendly Assessment and Plan

Regional District of Okanagan-Similkameen

March 2021

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Acknowledgements

The Greater West Bench Age-Friendly Assessment and Plan was made possible with grant funding from the Ministry of Health through the 2020 Age-Friendly Communities Program, administered by the Union of British Columbia Municipalities (UBCM). The Regional District of Okanagan-Similkameen (RDOS) retained Urban Systems Ltd. to undertake this project.

The plan was developed by the consultant and RDOS staff project team in consultation with the Greater West Bench community, a group of community volunteers, BC Healthy Communities, and Interior Health Authority.

Executive Summary

The Greater West Bench Age-Friendly Assessment and Plan is a joint effort between the Regional District of Okanagan-Similkameen (RDOS), Urban Systems Ltd., and the Greater West Bench community. The project was funded by the Union of BC Municipalities (UBCM) Age-Friendly Communities grant for the purpose of developing an age-friendly assessment and action plan for Greater West Bench. Communities with infrastructure, services, and amenities that allow residents to age-in-place are more sustainable and offer a higher quality of life overall. The benefits of ageing-in-place are recognized globally as a result of the World Health Organization's (WHO) guide titled Global Age-Friendly Cities, which provides a framework for communities around the world to improve living conditions for seniors.

Greater West Bench is a small rural community located in the South Okanagan, directly west of the city of Penticton, overlooking Okanagan Lake. The community offers large rural residential lots and spectacular views of the lake, with easy access by automobile to the service and amenity offerings available in Penticton, making it a popular destination for retirees. An estimated 24% of Area F's residents are over the age of 65, and this number is anticipated to increase in the future to reach 30% within the next eight years (by 2028). That being said, ensuring that the community is properly equipped with the services, infrastructure, amenities, and programming necessary to provide a high quality of life to seniors will be vital to Greater West Bench's health and sustainability.

This assessment and plan was developed in consultation with Greater West Bench community members and stakeholders. Engagement activities were facilitated in the late summer and early fall of 2020, with a public review of the draft assessment and plan occurring in January and February 2021. The following plan presents the findings of the community engagement activities through presentation of a community assessment and action plan focused on improving conditions for seniors and the Greater West Bench community as a whole in both the short- and long-term. Five key priorities were identified by the community to assist in efforts for making Greater West Bench an age-friendly place to live.

The priorities focus on improving these aspects of Greater West Bench in the following order of importance:

1. **Outdoor Spaces and Buildings**
2. **Transportation**
3. **Community Support and Health**
4. **Housing**
5. **Social Participation, Civic Participation, Communication & Information, Respect and Social Inclusion**

This project would not have been possible without contributions from:

Greater West Bench Age-Friendly Champions (Volunteer Group):

- Sue Gibbons
- Miriam Pender
- Elmie Saaltink
- Deborah Webb
- Lorna Foster

RDOS Staff and Committees:

- Riley Gettens, Area F Director
- Augusto Romero, Regional Recreation Manager
- Apollo Figueiredo, Planner
- Cory Labrecque, Planner
- West Bench Parks and Recreation Commission

BC Healthy Communities

Interior Health Authority

Urban Systems Ltd.

The Greater West Bench community!

Part 1: Project Introduction

1.1 Project Context

The Regional District of Okanagan-Similkameen (RDOS) completed an age-friendly planning process for the Greater West Bench community located in Area F. The Greater West Bench community includes: West Bench, Sage Mesa, Husula Highlands, and Westwood Properties. The final deliverable of the process is this assessment and plan, which aims to strategize how Greater West Bench can become an age-friendly community through identification of existing improvement areas in regards to service provision and infrastructure.

The objective of the action items outlined in this plan is to ensure that Greater West Bench is a community with infrastructure designed in a manner that is sensitive to the needs of all demographics and mobility challenges, and a community where all residents have easy access to the services and amenities they require, as well as affordable and adequate housing. The ultimate goal is to achieve all of these objectives to allow community members to live the duration of their lives in Greater West Bench.

1.2 What is Age-Friendly Planning?

Planning for age-friendly communities aims to enhance a community's overall quality of life for all residents. These planning processes ensure that a community's physical and social environments are sensitive and able to adapt to the changing needs of residents as they age. Age-friendly planning enhances the accessibility of facets that make a community whole, including transportation, housing, social participation, respect and social inclusion, civic participation and employment, communication and information, community support and health services, and outdoor spaces and buildings.

An age-friendly community is one that enables people of all demographic backgrounds to grow and live in one community for the duration of one's life. The senior population is typically used as a case study when completing age-friendly assessments, as this enables plan writers to better understand the issues that senior residents experience in their community so that these can be addressed to mitigate such challenges in the future. Age-friendly planning is a tool that can improve the quality of life for everyone.



The World Health Organization (WHO) developed the Global Age-Friendly Cities Framework to encourage communities to become more age-friendly. This framework has been used as a guide for age-friendly planning projects globally. The framework identifies eight interconnected age-friendly planning pillars that shape the quality of life that a community offers (Figure 1). The pillars are as follows:

- **Outdoor spaces and buildings:** ensures public infrastructure and buildings (e.g. parks, sidewalks) are in good condition and designed in a manner that incorporates accessibility features.
- **Transportation:** a range of transportation options are provided that enable all residents to access their day-to-day needs.
- **Housing:** a diverse array of housing types are provided and located in areas of the community that allow for easy access to services.
- **Community supports and health services:** quality, accessible health care and programming is available for all residents.
- **Communication and information:** community information is distributed through a variety of mediums that are easily accessible.
- **Respect and social inclusion:** a number of outreach opportunities exist in the community to reduce the potential for social isolation.
- **Social participation:** there are a variety of community events, festivals, and recreation programs for seniors and residents of other demographics.
- **Civic participation and employment:** opportunities exist for seniors to volunteer with community organizations or take on employment with local businesses, organizations, or government.



Figure 1 - WHO Age-Friendly Cities Guide

1.3 Greater West Bench Context

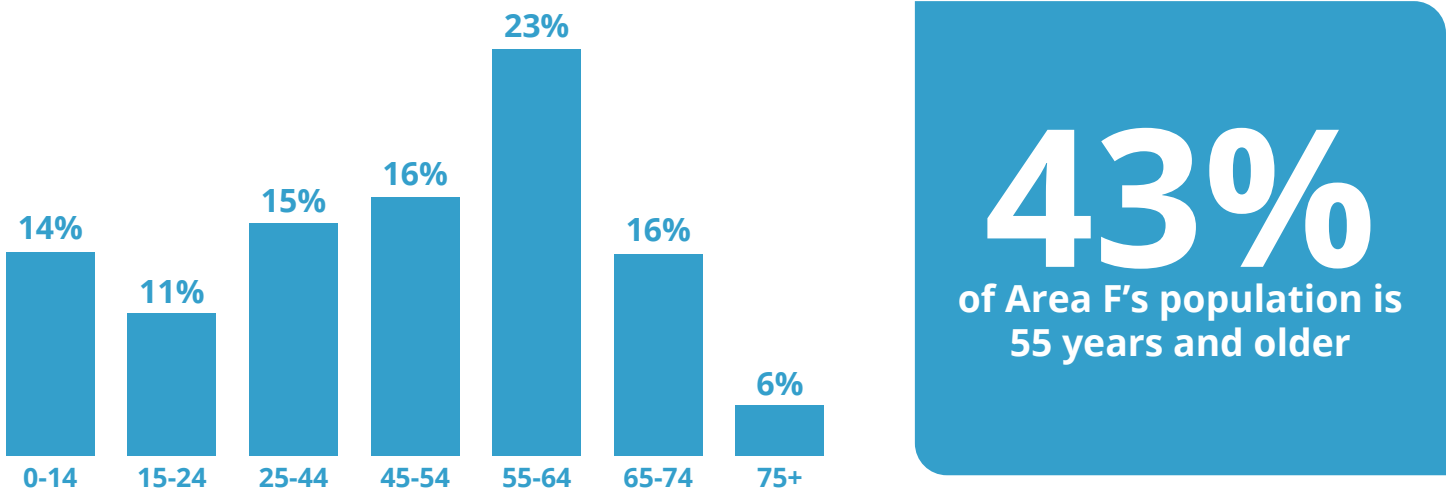
It is important to understand the demographic and socioeconomic context of the Greater West Bench community, as this information provides insight into the challenges that the community is currently facing, as well as needs that may evolve with demographic changes in the future. Census Statistics from the 2016 program were observed for Area F. Data was not collected for Greater West Bench specifically, however, Greater West Bench is the largest neighbourhood within Area F. The Greater West Bench community includes: West Bench, Sage Mesa, Husula Highlands, and Westwood Properties.

The statistics outlined in this section were used to help identify age-friendly planning recommendations for the Greater West Bench community. The following provides an overview of Greater West Bench's current context.

Population

The 2016 Census recorded a total population of 2,014 for Area F, a slight decline from the 2011 population of 2,100. The median age of Area F residents is 51.4 years, which is relatively high compared to the median age of British Columbians which is 43 years. As can be seen in **Figure 2**, 20% of Area F's population is over the age of 65, and 23% is within the 55 to 64 age cohort approaching their senior years. These numbers are higher than the provincial statistics, with 18.3% of BC's population over the age of 65 and 14.6% between the ages of 55 and 64.

Figure 2 - Area F Population Breakdown by Age, 2016.

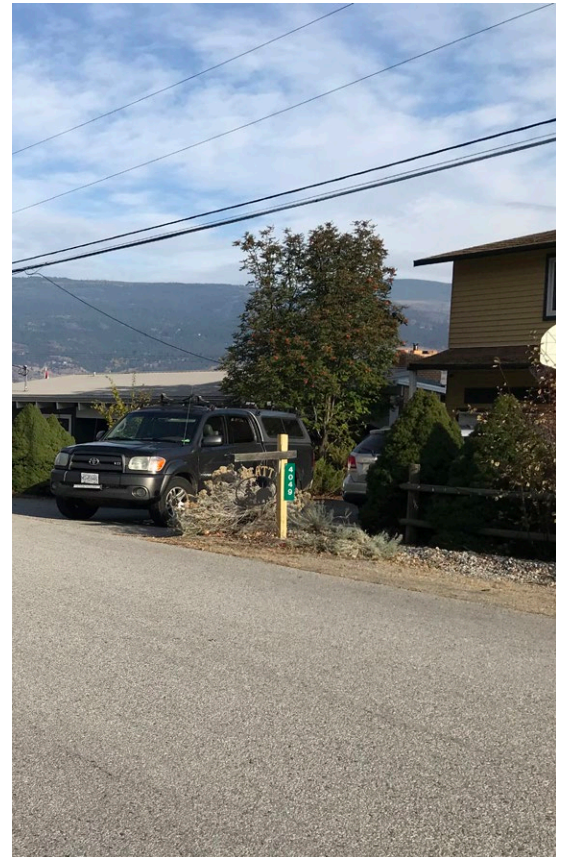


Housing Stock, Tenure and Households

A total of 755 dwelling units were recorded in the 2016 Census for Area F. 93% of dwellings units are single-detached homes, making this the predominant housing type (see **Figure 3**). The remaining 7% of housing forms comprises of movable dwellings and suites. As shown in **Figure 4**, 95% of households in Area F own their home. The high rate of homeownership and single-detached dwellings results in few rental housing options for those who may not wish or do not have the financial means to own a home.

The reported total median household income rate for Area F was much higher than the provincial median of \$69,995 at \$94,464. Despite this high household income number, 11% of Area F households spend more than 30% of their income on housing, with 10% of all homeowners spending this amount or more. With such a high rate of homeownership, it is likely that Greater West Bench residents spending 30% or more of their income on housing is attributed to the fact that many residents are seniors who may rely on a pension as their only source of income.

Interestingly, despite the high proportion of seniors, or those approaching their senior years, residing in Greater West Bench, the average household size is 2.7 people. Approximately 21% of the population is aged 19 or under, so it is possible that this higher household size is a result of some seniors choosing to reside with their adult children.



HOUSING TYPES 2016:
93% Single-detached house
3% Apartment/Flat in a Duplex
3% Movable Dwellings

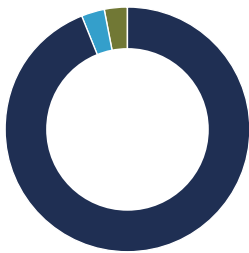


Figure 3. Area F Housing Types,

HOUSING TENURE 2016:
95% Own
5% Rent

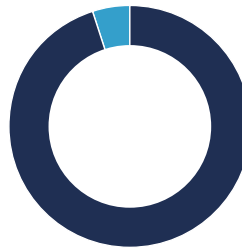
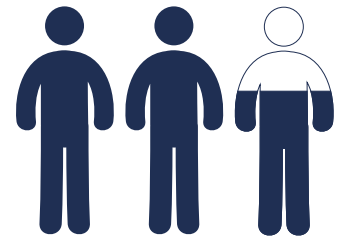


Figure 4. Area F Housing Tenures, 2016.

AVERAGE HOUSEHOLD SIZE:
2.7 persons



Transportation and Access to Services

Greater West Bench is situated immediately west of Penticton, with most amenities and services located within a 5-15 minute drive to the city. Despite the close proximity of the community to Penticton, BC Transit currently does not provide service to Greater West Bench. A transit route will be integrated into the community by the RDOS and BC Transit starting in September 2021 with 2-3 round trips from Greater West Bench to Penticton per day.

There are two primary walking and cycling routes in the community, including the multi-use path that begins at the intersection of W Bench Hill Rd and Hwy 97 and continues onto Bartlett up to the Sandstone Dr residential area and the Kettle Valley Rail (KVR) Trail. Both routes may be ideal for cyclists without mobility challenges, however the hilly terrain of the community and the uneven surfacing of the KVR make these less than ideal for those who are unable to travel long distances by foot or bike due to mobility challenges.

As a result of the aforementioned considerations, the personal vehicle provides the primary mode of transport to Greater West Bench residents.



1.4 Plan Vision

Vision statements are included in community planning documents as an overarching goal to outline what a community wishes to achieve for its future. The vision statement for this plan was developed based on the input collected from the community in the online survey and group interviews. The Greater West Bench community's age-friendly vision is:

Greater West Bench is a multi-generational community where people of all ages can thrive throughout the duration of their lives.

1.5 A Multi-Generational Acknowledgement

The Greater West Bench Age-Friendly Plan recognizes that age-friendly communities are multi-generational and can continue to serve the diverse needs of their residents as they age and new generations of individuals choose to reside in the community. The plan acknowledges that many of the needs that seniors face are reflective of greater challenges occurring in the community. This is one of the key goals of age-friendly planning – to identify those challenges and determine how they can be resolved or mitigated through enhancement of service levels or additional investment in public facilities and infrastructure.

Through the first phase of community engagement, needs, challenges, and opportunities for the Greater West Bench community were identified. This plan focuses on those identified items by outlining action items and strategies to address them and achieve the plan’s vision of creating an age-friendly Greater West Bench.



1.6 Plan Components

This plan consists of the following components:

1 Age-Friendly Community Assessment

What do we have and what do we need?

2 Age-Friendly Action Plan

How will we address our needs?

3 Implementation Plan

How do we get there?



Part 2: Planning Process

The planning process for the Greater West Bench Age-Friendly Plan was conducted from July 2020 to February 2021. The project entailed completion of the following:

Review and Understanding of the Existing Context

The first phase of the project entailed generating an understanding of the current situation in the Greater West Bench community. The South Okanagan Regional Growth Strategy and the Area 'F' Official Community Plan Bylaw were reviewed to determine any existing policy direction in place that may impact the age-friendly assessment and planning process.

An online community survey was hosted on the RDOS website from August 10th to September 14th, 2020. The survey asked for input from Greater West Bench residents on how well the community was currently meeting the objectives of the WHO's eight age-friendly pillars. The survey was advertised on the RDOS website, CivicReady, and Area F Director's personal blog. A total of 47 responses were received, with 77% of survey respondents aged 55 or over. The results of the survey are included in Appendix A.

The results of the survey were presented to the Greater West Bench Parks and Recreation Commission on October 7th. At that time, the project team posed questions to the Commission that sought to better interpret some of the responses provided in the survey pertaining to the provision of parks and recreation services in Greater West Bench.

The Greater West Bench Age-Friendly Champions (Volunteer Group) was engaged to discuss their experience living in the Greater West Bench to help the project team better understand any challenges they may face. A total of 5 residents comprised this group. Meetings were hosted with the group to:

1. Introduce the project and its purpose in a Zoom meeting on July 31st; and
2. Discuss the results of the community survey and better understand the results through phone calls and a Zoom meeting on October 20th and October 22nd.

Gaps and Deficiencies Analysis

During the second phase of the project, the information collected in the first phase was used to guide an analysis of the current age-friendly situation in Greater West Bench. The project team conducted a tour of the community in late October to examine the existing facilities and infrastructure and assess their overall accessibility condition. Areas of focus during the site visit included the KVR Trail, Mariposa Park, Selby Park, Greater West Bench Elementary School, and sidewalk and bike lane infrastructure.

Using the WHO's eight age-friendly pillars as a guideline, the existing amenities and infrastructure were then evaluated to determine areas of improvement that are necessary to guide Greater West Bench in becoming a more age-friendly community. This gaps and deficiencies analysis was circulated to Interior Health Authority and BC Healthy Communities for review and comment.

Drafting the Plan

The plan was developed based on the key items identified in the engagement and gaps and deficiencies assessment. Prior to full completion of the plan, the draft contents were presented to the public for review and comment, on the RDOS's Regional Connections website, the Area Director's blog, and via a virtual community presentation. The plan was also circulated to internal RDOS staff, BC Healthy Communities, the West Bench Age-Friendly Champions (Volunteer Group), and Interior Health Authority. The review period was held in January and February 2021. Comments provided during the public review period are included in Appendix B.

Part 3: Age-Friendly Community Assessment

The Age-Friendly Assessment of the Greater West Bench community provides information that was used to formulate recommendations and actions for the plan. The assessment looks at the current state of amenities and infrastructure in Greater West Bench in relation to the age-friendly pillars through identification of gaps and barriers. The assessment was developed through conversations with RDOS staff, the Greater West Bench Age-Friendly Champions (Volunteer Group), the results of the community survey, and the findings of the community tour of Greater West Bench.

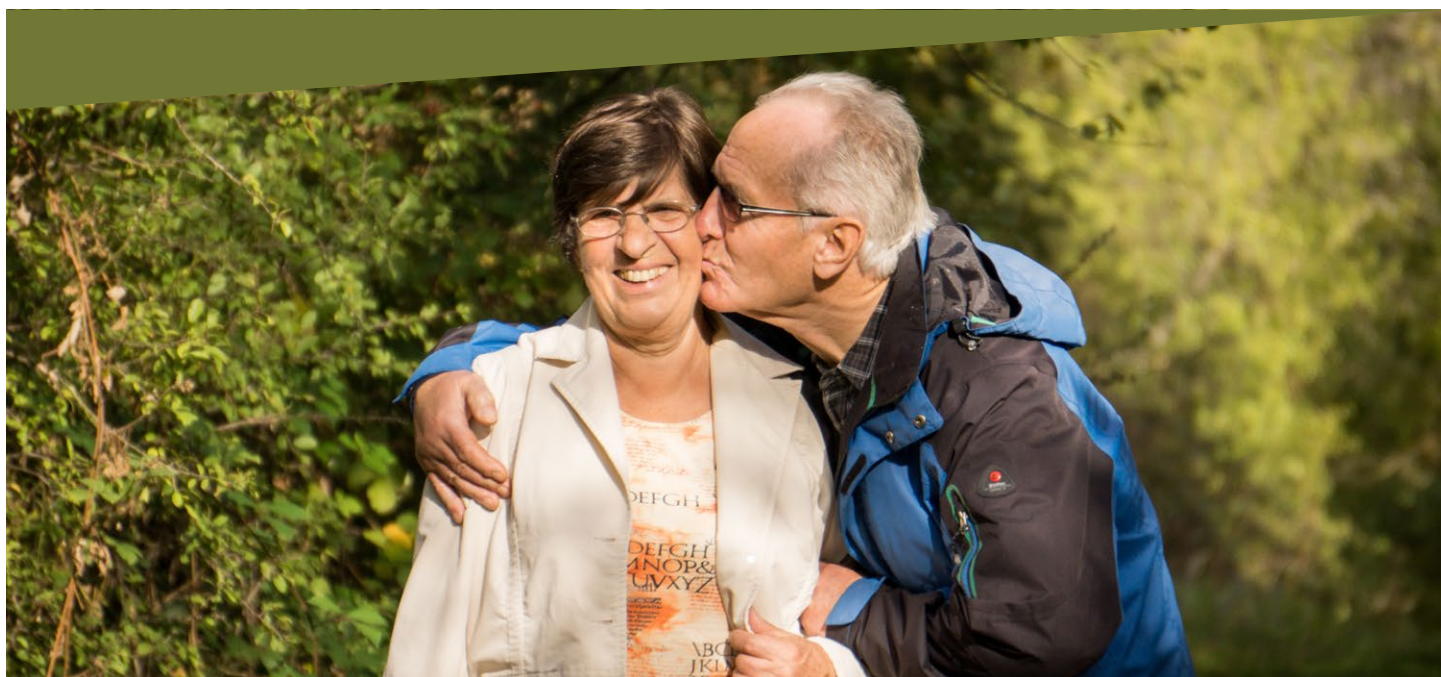
Note that for the purposes of this assessment and plan, the pillars: social participation, respect and social inclusion, civic participation and employment, and communication and information have been merged into one pillar due to similarities in their objectives. The assessment includes the information outlined below for each of the age-friendly pillars.

Existing Assets and Services

These are existing assets and services in the Greater West Bench that are accessible to residents of all ages and positively benefit the community.

Gaps

These are areas of improvement for better incorporating each of the age-friendly pillars into the community's assets and services. Action items for such improvement areas are provided in Part 4: Action Plan of this document.



Barriers

These are challenges that the Greater West Bench community may experience in its efforts to become age-friendly. The barriers inform the recommendations and actions outlined in Part 4 of this document.

AGE-FRIENDLY PILLAR	EXISTING ASSETS/ SERVICES	GAPS	BARRIERS
HOUSING	No age-friendly housing assets or services currently existing in the community	<ul style="list-style-type: none"> • Most residences are on large lots that are difficult to maintain when seniors begin to lose mobility or experience health challenges • Housing may not be affordable for young families • Housing may not be affordable for seniors wishing to downsize but stay in the community 	There is a risk that increased housing densities in Greater West Bench, from townhouse or senior housing developments for example, may take away from the community's existing rural character.
TRANSPORTATION	<ul style="list-style-type: none"> • Multi-modal path traverses West Bench Hill Rd from Hwy 97 up Bartlett Rd to the Sandstone Dr residential area • Most amenities and services are within a quick 5-15 minute drive to Penticton 	<ul style="list-style-type: none"> • Road conditions are poor for walking and motorized scooters (few roads with sidewalks or paved paths) • There are no resting areas for those who walk as a form of exercise • Road conditions are poor in the winter months • There are no alternate transportation options to driving for getting into Penticton * • Traffic speeds are too high in popular walking areas • KVR trail access and conditions are poor 	<ul style="list-style-type: none"> • The community is quite rural so multi-modal paths on most streets is likely not feasible • Ministry of Transportation and Infrastructure provides road maintenance to Greater West Bench – this could pose challenges for improving snow removal and installing traffic calming measures • Few amenities are located in the community • At this time, the responsibility of maintaining the KVR has not been fully established.
OUTDOOR SPACES AND BUILDINGS	<ul style="list-style-type: none"> • Public washrooms in Mariposa and Selby parks • Climate • Natural aesthetic of the community • Prevalence of accessible infrastructure at Selby Park and West Bench Elementary School 	<ul style="list-style-type: none"> • Wheelchair accessibility at Mariposa Park is non-existent • Greater West Bench does not have a central community gathering space • Existing outdoor spaces need more senior-friendly features • There are few public washrooms 	<ul style="list-style-type: none"> • Access to Mariposa Park is currently provided via stairs with a steep grade • The RDOS does not have unlimited access to the school for programming • There are few public areas in Greater West Bench where an additional washroom may be erected. Costs and maintenance associated with a public washroom that is not located in a public park may be difficult to facilitate

* Note: A transit route will be integrated into the community by the RDOS and BC Transit starting in September 2021 with 2-3 round trips from Greater West Bench to Penticton per day.

AGE-FRIENDLY PILLAR	EXISTING ASSETS/ SERVICES	GAPS	BARRIERS
<p>COMMUNITY SUPPORTS AND HEALTH SERVICES</p>	<ul style="list-style-type: none"> Community fitness and recreation programs offered by the RDOS at the school (e.g. yoga, group strength) Nurse Next Door services available (based in Penticton) 	<ul style="list-style-type: none"> There are few community recreational program offerings Access to health and fitness programs, services, and amenities (e.g. medical clinics, pharmacies) that are offered in Penticton is poor for those without a vehicle or unable to drive Food security is poor due to no grocery options aside from those in Penticton 	<ul style="list-style-type: none"> Health services and food retail stores are difficult to maintain due to a small population base Penticton is in close proximity of the community No community facility where additional health and fitness programming may be offered, aside from the school
<p>SOCIAL AND CIVIC PARTICIPATION, COMMUNICATION, RESPECT, AND SOCIAL INCLUSION</p>	<ul style="list-style-type: none"> Strong sense of community amongst residents Community Facebook page for advertising events, selling and seeking goods for sale, sharing news, etc. Area F Director's community blog for information-sharing General sense of community safety RDOS website and CivicReady platform provide community information and advertises upcoming events 	<ul style="list-style-type: none"> Seniors need more opportunities to be social with each other and other demographics Access to community information is poor for those who do not have internet access or who are not tech savvy Many residents are unaware of the support services available 	<ul style="list-style-type: none"> No community hub or central gathering place makes sharing information and forming community volunteer groups difficult as there is no place to advertise information and meet Lack of businesses and organizations to provide employment or volunteer opportunities Some seniors may not utilize technology to access information

Part 4: Age-Friendly Action Plan

The Greater West Bench Age-Friendly Action Plan was informed and developed through a review of existing community policies, project team knowledge of age-friendly planning principles, an assessment of the current assets and services in the community, and most importantly, community engagement feedback.

Age-friendly planning traditionally focuses on identifying specific recommendations for a community based on each of the age-friendly pillars. This plan recognizes that strategies for some of the pillars may overlap, and as such, recommendations for some pillars have been combined. The action areas have been presented according to the order of priorities for age-friendly planning outlined by respondents to the community survey:

1. Outdoor Spaces and Buildings
2. Transportation
3. Community Support and Health Services
4. Housing
5. Social and Civic Participation, Communication, Respect, and Social Inclusion

Each action area is presented using the following format:

Action Area

An action area is a key age-friendly planning theme identified throughout the age-friendly assessment and planning process as a priority to address. These themes are directly related to the age-friendly planning pillars and may encompass one or more of the pillars. Each action area has corresponding objectives and strategies that outline how a community can focus on achieving the overarching purpose of the relevant age-friendly pillar(s).

Key Indicators

Key indicators include statistics from the community survey results or Census data that helped inform the development of the action area and associated strategies.

Policy Direction

This section states any existing Regional District policies that provide direction or support for the identified action area.

What We Heard

This section provides examples of comments provided by respondents to the community survey or members of the seniors' volunteer group that represent key themes that emerged during the engagement process.

Objective(s)

Objectives are outcomes that the action area intends to achieve through implementation of the listed strategies and recommendations.

Strategies

Strategies are measures that can be implemented to achieve the objectives identified for the action area that will in turn improve community conditions that will make Greater West Bench more age-friendly.

Action Area #1 – Outdoor Spaces and Buildings

The improvement of existing outdoor spaces and buildings was identified as the top age-friendly priority amongst Greater West Bench residents. There are currently no community-owned buildings in Greater West Bench that are operated and maintained by the Regional District. West Bench Elementary School somewhat serves as a recreational facility for the community, however the offerings provided there are limited, as the Regional District does not have a full service agreement in place with School District No. 67 (SD67) to allow for expanded use of this facility. The school grounds host a playground, soccer fields, and a basketball court that may be used during daytime hours by community members.

Greater West Bench has three public parks – Mariposa Park, Selby Park, and Bonin Park. As the primary parks, Mariposa and Selby offer outdoor recreational amenities. Mariposa Park is a large park with many facilities including a multi-use court that may be used for basketball and tennis, playground, picnic shelter, washroom, and parking lot. The parking lot is elevated from the rest of the park, with stairs connecting the park to the lot. Selby Park was more recently opened and has a newly constructed washroom and playground, as well as a large grassy, shaded area with picnic tables for gathering space. A widened road shoulder is provided in front of Selby Park for on-street parking. A wheelchair ramp connects this area to the park.

The Kettle Valley Rail Trail, maintained by Penticton Indian Band, traverses from north to south through the Greater West Bench community with access provided at multiple points.

Enhancing existing outdoor spaces and buildings, and providing new ones when necessary, to ensure they are accessible and meeting the needs of all ages in the community is integral to improving the ability of residents to age in place. If too many barriers exist that prevent residents from meeting their recreational needs in their community, this can have a negative impact on overall health, and may cause residents to seek these opportunities elsewhere.

■ Key Indicators:

59% of survey respondents indicated that the current availability of public washrooms is average or poor/very poor.

Less than 20% of survey respondents indicated that the accessibility infrastructure available at parks is good or excellent.

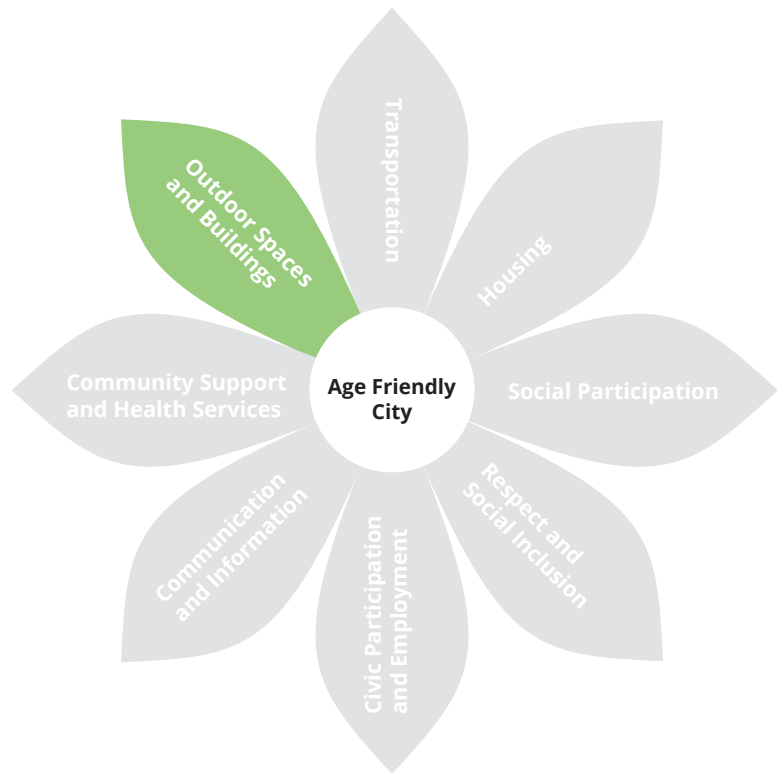
■ Policy Direction

The Area 'F' Okanagan Lake West – Greater West Bench Official Community Plan Bylaw No. 2790, 2018 outlines the following polices:

14.2.1.1 Maintain existing facilities and provide new or expanded community facilities consistent with population growth.

14.2.2.2 The Regional Board will continue to encourage the use of school buildings and grounds, after regular school hours, by community groups, clubs, sports teams and Plan Area residents.

15.3.10 The Regional Board encourages the School District to establish a joint use agreement to support the multiple use of the school and school grounds at the West Bench Elementary School.



■ What We Heard

Verbatim comments pertaining to outdoor spaces and buildings that were provided during the engagement process include:

“Would love to see the north school ground area utilized for a walking path, senior-friendly exercise equipment & perhaps a dog park as well.”

“Need for a meeting place with indoor and outdoor space for seniors...”

“The school is a focal point for community involvement. We could use this asset to even greater advantage...more of a multi-purpose community building. It also needs to be easier to use this facility...”

■ Strategies:

1. Undertake a Park Development Plan for Mariposa Park that identifies park improvements, a landscape plan, and associated improvement costs. Park improvements may include:
 - a. Installation of a wheelchair accessible ramp from the parking lot down to the main area of the park and a paved pathway to access the main features of the park (basketball and tennis courts, washrooms, playground).
 - b. Improving the accessibility of the existing washroom.
2. Work together with SD67 to create a shared agreement for unrestricted use of West Bench Elementary School. Such agreement would allow the school to become the natural community hub for Greater West Bench where both indoor and outdoor recreational programming can be offered.
3. Provide a walking path in the community at Mariposa Park or West Bench Elementary School. Work with SD67 to discuss the potential for construction of a walking path at the school. Determine the costs associated with both options and identify potential funding tools.
4. Further engage the community to determine if installation of outdoor exercise equipment at Mariposa Park or Selby Park is a recreation priority for Greater West Bench.
5. Further engage the community to determine if constructing a pickleball court at Mariposa Park or the school is a recreation priority for Greater West Bench.
6. Explore feasible locations for an additional public washroom with the community. Determine the costs associated with installation of a public washroom and associated maintenance. Identify potential funding tools for installation.

Action Area #2 – Transportation

The provision of affordable, accessible, and reliable transportation options can be a huge indicator of how age-friendly a community is. Few transportation options that meet these three criteria may force individuals to relocate due to an inability to easily access necessary services and amenities. This is a common challenge in rural communities such as Greater West Bench where the automobile is typically the primary mode of transportation. Furthermore, roads in rural communities are typically provided and maintained by the Ministry of Transportation and Infrastructure, as is the case in Greater West Bench. Roads in the community are designated as “rural” and are serviced to Provincial standards for rural roads, which may pose challenges for upgrading or enhancing maintenance of this infrastructure.

The Greater West Bench community currently is not serviced by transit, however, transit service is planned to commence operation in September 2021 with 2-3 round trips from Greater West Bench to Penticton per day. Walking and cycling routes are provided via the KVR Trail and a multi-modal path that traverses along West Bench Hill Dr from the highway to Westwood Properties. The latter route, however, cannot be used as a primary mode of travel into Penticton for those experiencing mobility challenges due to the hilly terrain of Greater West Bench. This route may be used as a commuting option for those without mobility challenges or as a recreational walking and cycling route. It is also important to note that the KVR Trail surfacing is relatively uneven and access to the trail is poor, making it also inaccessible to those with mobility challenges. Aside from recreational amenities, there are no services and amenities existing in Greater West Bench that these active transportation routes may provide connections to.

Community members identified transportation as the second most important pillar that must be addressed to make Greater West Bench age-friendly, with a particular focus on providing alternate accessible and affordable transportation modes that connect Greater West Bench to Penticton.

Community members identified transportation as the second most important pillar that must be addressed to make Greater West Bench age-friendly, with a particular focus on providing alternate accessible and affordable transportation modes that connect Greater West Bench to Penticton.

■ Key Indicators:

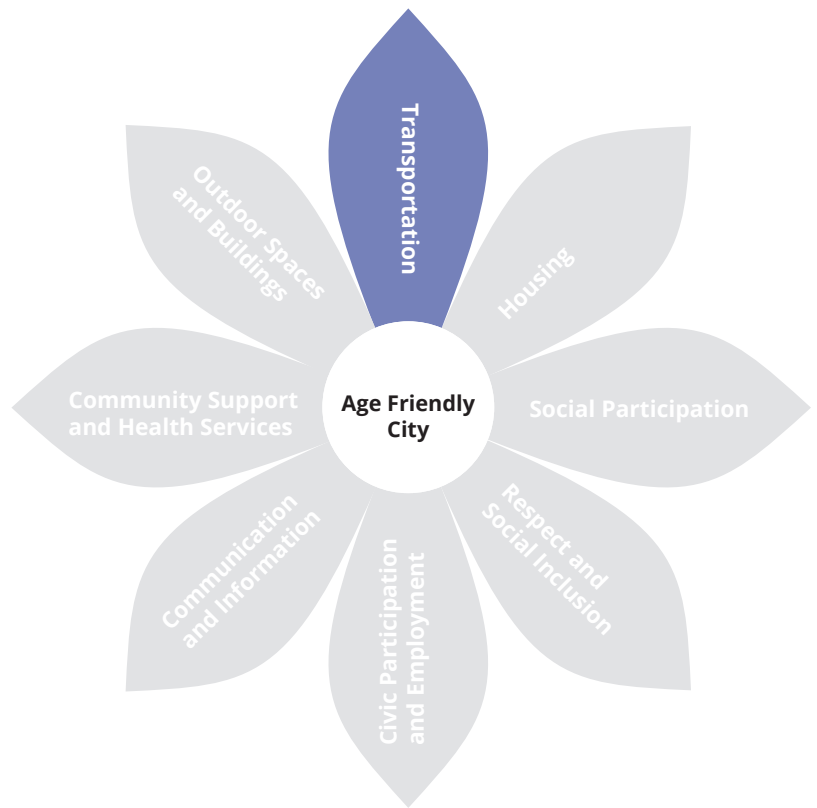
85% of survey respondents indicated that road conditions for travel by walking, cycling, or wheelchair/scooter are average or poor/very poor.

78% of survey respondents rely on the car for their primary mode of transportation.

56% of survey respondents indicated an additional pedestrian corridor such as the one that traverses from Highway 97 to Westwood Properties would be desirable.

28% of respondents that provided an answer to the question seeking identification of a priority transportation item for the community indicated that improved shuttle/transit services are desirable.

Less than **10%** of survey respondents indicated that winter conditions for seniors are good or excellent.



Policy Direction

The Area 'F' Okanagan Lake West – Greater West Bench Official Community Plan Bylaw No. 2790, 2018 outlines the following policies:

5.2.6 Broad Goals – Transportation: Maintain a safe and efficient transportation system for all road users.

7.2.1.10 Regional Board supports working with the Ministry of Transportation and Infrastructure to improve bicycle and pedestrian safety in the Plan Area.

18.2.3 Provide for safe and convenient pedestrian and bicycle access to schools and parks throughout all Plan Area communities.

18.2.5 Support an expanded regional transit system that services communities throughout the Regional District.

18.2.6 Provide a multi-modal transportation system and secure road and trail networks for all forms of transport, including pedestrians and bicycles.

18.3.1 Supports and encourages the provision of safe pedestrian and cycling opportunities along all Plan Area roads where feasible and appropriate as improvements are made to the roadways.

18.3.5 Although the Plan Area does not currently warrant public transit service, the Regional District will continue to monitor conditions and liaise with BC Transit regarding future ridership demand to such areas as the Greater West Bench.

18.3.7 Supports road safety improvements for Bartlett Drive to minimize potential conflicts with industrial truck traffic.

■ What We Heard

Verbatim comments pertaining to transportation and mobility that were provided during the engagement process include:

“Cars often travel at high speeds on our streets. There should be speed limits and signs posted advising drivers to slow down.”

“Benches to sit on along the main road from the highway to the top of Greater West Bench for people who walk, ride bikes, wheelchairs, strollers, etc.”

“We need a bus service up here so that we don't always have to take the car to go even short distances. A hop-on, hop-off bus that circulates regularly would be very useful. Note that there are very few sidewalks in the Greater West Bench, so walking is more problematic than it should be.”

“The KVR trail is in poor condition and would be a great asset if fixed. Additional walking/biking trails could be improved”

■ Objective

Improve the overall mobility of residents by providing accessible and affordable transportation options for both recreational and everyday purposes.

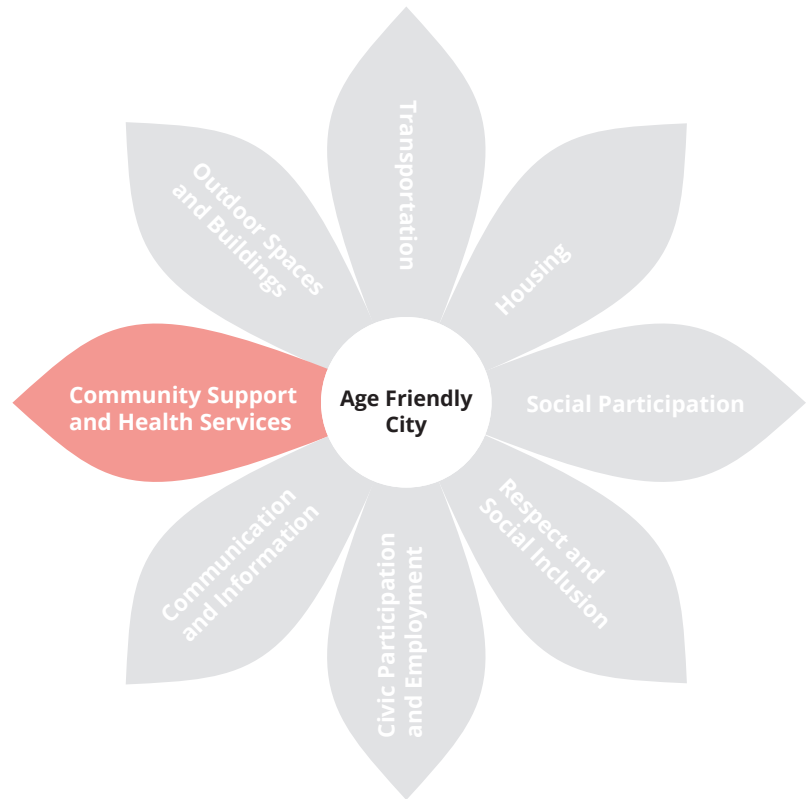
■ Strategies

1. Undertake a Sidewalk and Trails Master Plan process for Greater West Bench. This may entail the following:
 - a. Obtaining and analyzing data from Strava for Greater West Bench and undertaking a community engagement process to identify popular walking routes and those where improvements may be necessary (e.g. widened road shoulders). Potential routes for consideration may include:
 - ii. Extension of the walking path on West Bench Hill Rd and Bartlett Drive up West Bench Drive to Selby Park.
 - iii. Improvements to the multi-use path on Bartlett Drive at W Bench Dr to make the route one continuous, separated path.

- b. Considering road widenings on routes where full sidewalks may not be possible.
 - c. Determining the costs associated with undertaking improvements to existing routes and constructing new routes. Identification of potential funding mechanisms.
 - d. Conducting community engagement to identify walking routes where benches may be required.
 - e. Considering opportunities to work with Penticton Indian Band to improve accessibility to and the surfacing of the KVR trail. This may entail discussions on undertaking the following improvements:
 - i. **Construction of accessible paths that connect Moorpark and Newton Drives to the trail.**
 - ii. **Resurfacing and expansion of the existing parking area at the access on Sage Mesa Dr across from the WOW Golf Club.**
 - iii. **Resurfacing of the trail from its intersection at W Bench Hill Rd to the end of Sage Mesa Dr.**
 - f. Identifying walking Routes where street lighting may be beneficial to enhance safety.
 - g. Undertaking an assessment to construct a community drainage infrastructure system.
 - h. Identifying areas where mitigation measures are necessary to prevent any geotechnical hazards that may arise as a result of sidewalk construction
2. Install benches along primary walking routes. Refer to the RDOS's Bench Donation Policy when identifying funding mechanisms for the installation of benches.
3. Improve the snow removal regime in the winter months by:
 - a. Working with the Ministry of Transportation and Infrastructure to ensure that roads are being cleared regularly after major snow events.
 - b. Encouraging the creation of a volunteer snow removal program.
 - c. Identifying key pedestrian walking routes that need additional snow removal and ice clearing in the winter.
 - d. Installing grit boxes along the multi-modal path to support slip prevention.
4. Monitor the transit service that will be implemented for the community in September 2021 to determine if needs are being met (this service proposes 2-3 round trips per day). Work with BC Transit to make adjustments as needed through a bi-annual review.
5. Work with BC Transit to ensure bus stops have shelters, benches, and good accessibility.
6. Consider aligning or expanding bus service times to be aligned with school start and end, and to include weekends and evenings. Work with BC Transit to advocate for these changes if necessary.
7. Discuss with BC Transit and the City of Penticton the possibility entering into a contribution use agreement to expand the Penticton handyDART service to include Greater West Bench.
8. Work with MOTI to consider the installation of traffic calming measures (e.g. speed bumps) and reduced speed limits in areas with higher levels of pedestrian traffic. The following should be considered:
 - a. Reductions in traffic speeds to 30 km/h on W Bench Dr along Selby Park (from 2216 W Bench Dr to Jonathan Dr), on Vedette Dr south of Bartlett Dr, on Bartlett Dr from Sandstone Dr to Sandstone Dr.
 - b. Installation of traffic calming measures on W Bench Dr along the frontage of the school and Selby Park, on Vedette Dr south of Bartlett Dr to Mariposa Park, on Bartlett Dr from Sandstone Dr to Sandstone Dr.
9. Encourage the community to consider funding options for the purchase of speed bumps.

Action Area #3 – Community Support and Health Services

A challenge that many small communities, such as Greater West Bench, face is sufficient access to medical services, health and fitness programs, and basic daily necessities (e.g. food, medication). Greater West Bench does not have any commercial or healthcare uses that provide easy access to these services, therefore requiring residents to rely on the services and amenities that are available in Penticton. While community members identified Community Support and Health Services as the third most important pillar that must be addressed to make Greater West Bench more age-friendly, many residents agreed that they do not think the actual provision of medical and commercial amenities in the community is necessary due to the close proximity of Penticton. However, program offerings that allow residents to remain physically active and healthy were identified as a top priority.



■ Key Indicators:

Only **4%** of survey respondents indicated that the availability of supports to stay active and fit through programs and services is good or excellent.

■ Policy Direction

The Area 'F' Okanagan Lake West – Greater West Bench Official Community Plan Bylaw No. 2790, 2018 outlines the following policies:

5.2.7 Broad Goals – Community health and Wellbeing: Promote community health and support the area's aging population.

15.2.1 Provide a level of parks and recreational opportunities that can meet the needs of local residents, within their ability and resources to pay for such facilities.

■ What We Heard

Verbatim comments pertaining to community support and health services that were provided during the engagement process include:

"No social rec facilities required. Need physical exercise facilities"

"Help seniors by providing contacts of the people/businesses who provide transportation, lawn and garden care, snow removal, etc."

■ Objective

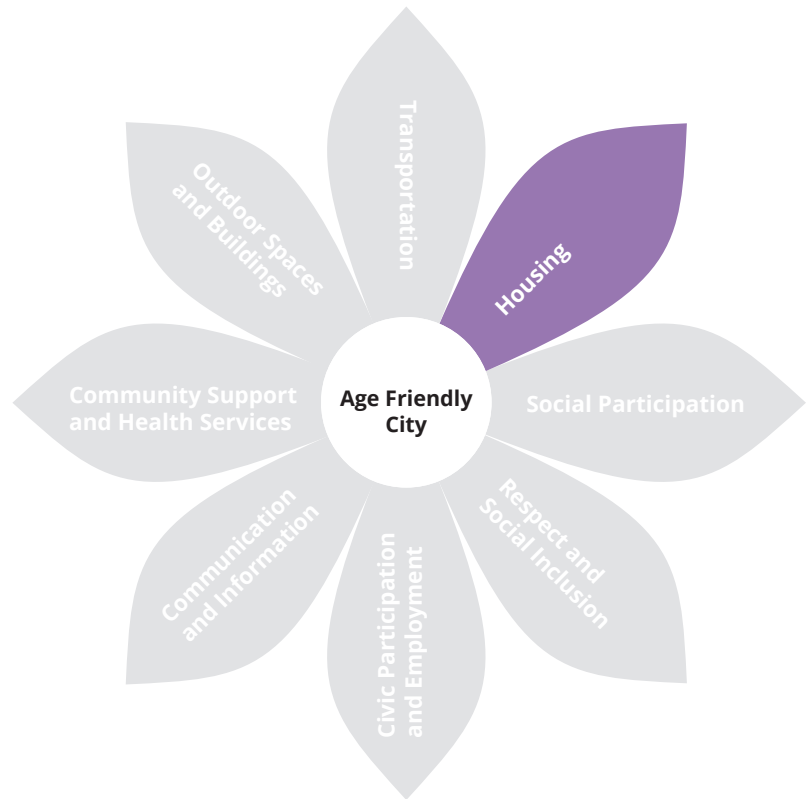
Partner with government agencies, local businesses, and volunteer organizations to ensure that Greater West Bench residents have sufficient access to services and amenities that allow them to remain in good health.

■ Strategies

1. Conduct a community engagement process to determine the types of recreational programs that the community may wish to see, and the subsequent duration (e.g. seasonal, monthly) and frequency (e.g. weekly) of the program. This will guide any planning processes pertaining to the use of community outdoor spaces and buildings.
2. Consider providing additional resources to the RDOS Recreation Coordinator for Greater West Bench to fund senior specific initiatives.
3. Assist the community with creating an online rideshare program. Establish a community group to operate this program.
4. Encourage and support the development of volunteer service programs focused on the health and wellbeing of seniors, such as:
 - a. Meals on Wheels
 - b. Meal-Time Assistance
 - c. Volunteer Medical Drivers
 - d. In-home Care and Assistance (for physical and cognitive challenges)
5. Conduct outreach to local businesses in Penticton regarding the potential development of home delivery for items such as groceries.
6. Establish a community group to create a support service directory (e.g. lawn maintenance, snow removal, roof repair, at-home medical care, etc.) and seek advertising opportunities to fund the directory. Options for distribution of the support service directory may include:
 - a. Area Director's Blog
 - b. Greater West Bench Community Facebook page
 - c. RDOS website
 - d. Community newsletter
 - e. Hard copies at key service locations in Penticton (e.g. medical offices, pharmacies)

Action Area #4 – Housing

The housing stock provided in a community is a significant indicator of the ability of residents to age-in-place, as the size, cost, and type of housing provided may pose challenges. In Greater West Bench, the predominant form of housing is single-detached homes. These homes are typically on large rural-suburban lots that require significant lawn maintenance. This, in addition to the cost of owning a home in Greater West Bench for newcomers, was identified as the primary housing challenge for the community. Many residents, however, indicated that they do not want to see the rural character of Greater West Bench compromised in an effort to provide more small and affordable housing options, as those who live in the community have chosen to do so because of its existing rural nature. Seniors housing and assisted living facilities are therefore not an option for addressing the housing challenges that exist for Greater West Bench senior residents.



■ Key Indicators:

56% of survey respondents indicated that housing affordability is average or poor/very poor.

26% of survey respondents who answered the question requesting a response that identifies a priority housing issue in the community indicated that carriage houses and in-law suites are desired.

93% of dwelling units are single-detached homes.

■ Policy Direction

The Area 'F' Okanagan Lake West – Greater West Bench Official Community Plan Bylaw No. 2790, 2018 outlines the following policies:

5.2.1 Broad Goals – Residential development and Housing: Provide the opportunity for limited new growth and housing options for all age groups, while ensuring new housing development maintains the area’s rural residential and agricultural character.

7.2.1.5 Subject to an updated technical assessment of geotechnical hazards in the Greater West Bench / Sage Mesa area, may consider permitting secondary suites or accessory dwellings

11.3.3 Subject to an updated technical assessment of geotechnical hazards in the Greater West Bench / Sage Mesa area, may consider permitting secondary suites or accessory dwellings in the Small Holdings (SH) and Low Density Residential (LR)

zones that apply to this area

■ What We Heard

Verbatim comments pertaining to housing that were provided during the engagement process include:

“Allow families to build in-law suites. Allow 2nd kitchens so seniors can still keep some independence when living with extended families.”

“...As folks age, managing larger properties can become difficult...the ability to put caregiver or in-law suites in the homes could make that easier, but with systems on septic, could be a problem, and sewer is too expensive without increasing density, which would spoil the neighbourhood...”

■ Objective

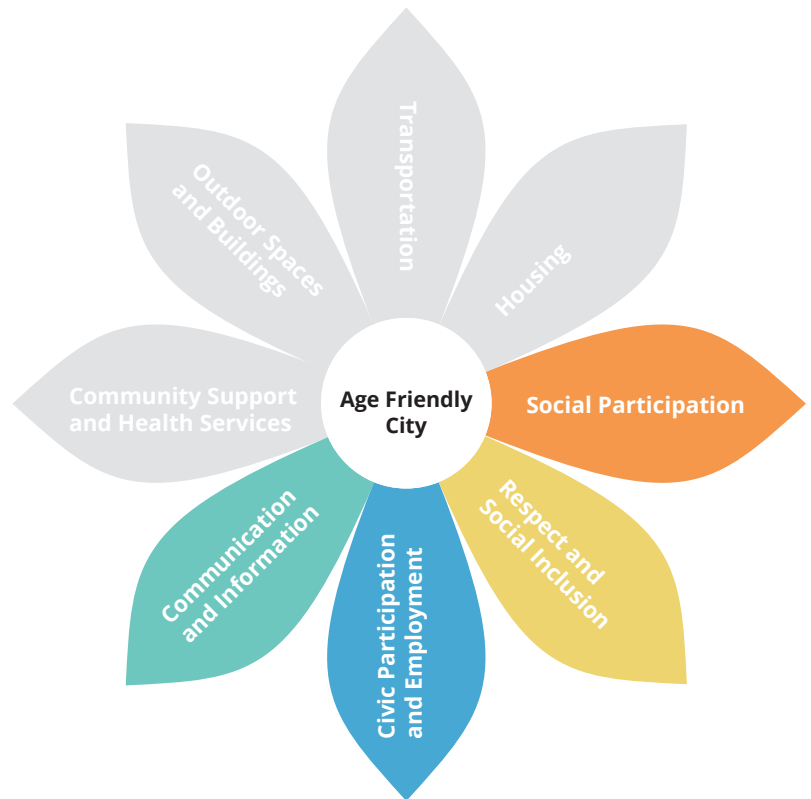
Provide housing forms that reduce living costs and eliminate maintenance challenges for seniors while also respecting the existing, unique rural character of the Greater West Bench community.

■ Strategies

1. Consider conducting a study to identify the impact of short-term rentals on Greater West Bench's housing availability.
2. Encourage eligible residents to apply for the Home Adaptations for Independence (HAFI) program through BC Housing to modify their homes to support their independence.
3. Encourage home builders and developers to intentionally consider an ageing-in-place mindset when designing the interior and exterior of new builds in Greater West Bench including universal accessible design, but excluding carriage homes and secondary suites.

Action Area #5 – Social Participation, Civic Participation and Employment, Communication and Information, Respect and Social Inclusion

Fostering a strong sense of community is important for residents of all ages to establish a connection with fellow residents and a sense of pride for where they live. When these sentiments are alive and well, a community becomes a healthier and more desirable place to live, as residents are typically more satisfied and happier. This can be established through providing opportunities for residents to interact with one another, encouraging civic participation, and ensuring that important community information is effectively and adequately communicated. In Greater West Bench, there is currently no community hub which makes gathering difficult unless specific events are planned. Information is largely communicated to residents via the community Facebook page, Area F Director's blog, and the RDOS website. Improving communication and providing more opportunities for social interactions were identified as top priorities for enhancing social sustainability in Greater West Bench.



■ Key Indicators:

Only **8%** of survey respondents indicated that opportunities for seniors to be social with other age demographics are good or excellent.

72% of survey respondents indicated that accessing information about community news is average, poor, or very poor.

45% of survey respondents who answered the question asking for identification of a priority item for this pillar indicated that they would like to see more community activities.

■ Policy Direction

The Area 'F' Okanagan Lake West – Greater West Bench Official Community Plan Bylaw No. 2790, 2018 outlines the following policies:

5.2.7 Broad Goals – Community Health and Wellbeing: Promote community health and support the area's aging population.

■ What We Heard

Verbatim comments pertaining to social participation, civic participation and employment, communication and information, and respect and social inclusion that were provided during the engagement process include:

"I don't use Facebook or Twitter nor am I likely to use it yet, it seems to be the most often used way of information being circulated. I would like to see more reliable way of being informed of what is going on in my neighbourhood."

"...there could be more social interaction type activities here utilizing the school, such as canning classes, gardening classes – that correlated to our lifestyle on the bench."

■ Objective

Create a strong sense of community amongst residents through provision of opportunities for social and civic participation and effective communications channels.

■ Strategies

1. Assist the community in establishing a group to plan year-round, all ages events (e.g. Canada Day festival, paint nights, community dances) to be hosted at RDOS-managed spaces, such as Mariposa and Selby parks, or the school. Work with SD67 to coordinate use of the school for hosting events.
2. Encourage the use of the CivicReady platform for accessing RDOS updates. Consider providing instructions in a property tax bill or other Regional District mail out to the community on how to sign up.
3. Provide a seasonal community newsletter in a virtual and hardcopy format that discusses events, Regional District updates, and outlines community service contacts (e.g. snow clearing, lawn maintenance, etc.).
4. Consider the installation of information boards throughout the community at central locations such as the school, Mariposa Park, and Selby Park to communicate events, RDOS updates, and advertise key services. Work with the community to establish a volunteer group to assist with updating and maintaining these boards.

Part 5: Moving Forward

The RDOS and the Greater West Bench Community may wish to consider the following items moving forward to ensure successful implementation of this plan.

1. Age-Friendly Recognition

The RDOS may apply to Age-Friendly British Columbia (AFBC) to recognize Greater West Bench as an age-friendly community. Benefits of such recognition include:

- Promotion of the community's achievements in the BC Healthy Communities Society website and newsletter;
- Eligibility to receive official "Pan-Canadian AFC Recognition" endorsed by the Public Health Agency of Canada and the World Health Organization;
- Access to a network of age-friendly organizations at provincial, national, and international levels; and
- A recognition reward to help the community provide an age-friendly community legacy or celebration.

There are four steps that must be completed in order to achieve AFBC status. Two of these steps are the completion of an age-friendly assessment in consultation with senior community members and the development and publication of an age-friendly action plan. These two steps will be deemed complete upon receipt of this plan by the Regional Board. If the Greater West Bench community desires to achieve AFBC status, the remaining steps must be completed:

- Establishment of an age-friendly advisory or steering committee that includes the active participation of older adults, preferably in a reporting relationship to the Regional Board; and
- Acceptance of a Board resolution to support, promote, and work towards ensuring that Greater West Bench becomes an age-friendly community. Alternatively, policies could be added to the Area 'F' Okanagan Lake West – Greater West Bench Official Community Plan through an amending bylaw or the next OCP update that strengthens the Regional District's commitment to establishing Greater West Bench as an age-friendly community.

Once all four steps are completed, the Regional District may apply for AFBC recognition.

It is important to note that in order to maintain recognition, local governments must provide regular reporting to the public that demonstrates how the recommended actions outlined to the age-friendly plan are being implemented.

2. Implementation Plan

In order to achieve the vision and objectives identified for each of the age-friendly action areas, collaborative efforts between the RDOS, community members, government agencies, and local groups are required. An implementation plan is included on the proceeding pages to clearly outline how each action can be undertaken by identifying the resources required (both human and financial) and an appropriate timeframe for completion.

Coordinated efforts amongst the relevant RDOS committees, such as the West Bench Parks and Recreation Commission, the Advisory Planning Commission, and the Regional Board of Directors, to integrate the actions outlined in this plan into the Regional District's Strategic and Business Plans are required to ensure the action items outlined in this plan are successfully implemented. It is integral that the Regional District undertakes routine monitoring to ensure that the actions outlined in this plan are being implemented to achieve the vision of making Greater West Bench an age-friendly community .

Action	Timeframe	Action Lead	Partner(s)	Cost/Resources	Potential Funding Opportunities
Action Area #1: Outdoor Spaces and Buildings					
1. Undertake a Park Development Plan for Mariposa Park.	• Medium-term	• RDOS	• Consultant(s)	• RDOS staff time • \$30,000 - \$40,000 for a plan	• New Horizons for Seniors Program
2. Work together with SD67 to create a shared agreement for expanded use of West Bench Elementary School for community programming.	• Short-term	• RDOS	• SD67	• RDOS staff time	
3. Provide a walking path in the community at Mariposa Park or West Bench Elementary School.	• Medium-term	• RDOS	• Contractor(s)	• RDOS staff time • Capital cost TBD	• New Horizons for Seniors Program
4. Further engage the community to determine if installation of outdoor exercise equipment at Mariposa Park or Selby Park is a recreation priority.	• Medium-term	• RDOS	• Contractor(s)	• RDOS staff time	
5. Further engage the community to determine if constructing a pickleball court at Mariposa Park or the school is a recreation priority.	• Medium-term	• RDOS	• SD67 • Contractor(s)	• RDOS staff time • Capital cost TBD	• New Horizons for Seniors Program
6. Explore feasible locations for a public washroom with the community.	• Medium-term	• RDOS	• Contractor(s)	• RDOS staff time • \$150,000 - \$200,000 for washroom construction	• New Horizons for Seniors Program

Action	Timeframe	Action Lead	Partner(s)	Cost/Resources	Potential Funding Opportunities
Action Area #2: Transportation					
1. Undertake a Sidewalk and Trails Master Plan process for Greater West Bench.	• Medium-term	• RDOS	• Consultant(s) • Community members • Penticton Indian Band • MOTI	• RDOS staff time • \$50,000 - \$60,000 for a plan	• Active Transportation Planning Program • Green Municipal Fund
2. Install benches along primary walking routes.	• Short-term	• RDOS	• Community members	• RDOS staff time • \$1,000 - \$3,000 per bench	• Community Donations
3. Improve the snow removal regime on established paths in the winter months.	• Ongoing	• RDOS	• MOTI • Community members	• RDOS staff time	
4. Monitor and evaluate the transit service that will be implemented for September 2021. Work with BC Transit to make adjustments as needed through a bi-annual review	• Short-term, ongoing once initiated	• RDOS	• BC Transit • Community members	• RDOS staff time	
5. Work with BC Transit to ensure bus stops have shelters, benches, and good accessibility.	• Short-term	• RDOS	• BC Transit • MOTI	• RDOS staff time	• Community Works Fund

Action	Timeframe	Action Lead	Partner(s)	Cost/Resources	Potential Funding Opportunities
6. Consider aligning or expanding bus service times to be aligned with school start and end times, and to include weekends and evenings.	• Medium-term	• RDOS	• BC Transit • Community members	• RDOS staff time	
7. Discuss with BC Transit and the City of Penticton the possibility of entering into a contribution use agreement to expand the Penticton handyDART service to include Greater West Bench.	• Medium-term	• RDOS	• BC Transit • City of Penticton	• RDOS staff time	
8. Work with MOTI to consider the installation of traffic calming measures (e.g. speed bumps) and reduced speed limits in areas with higher levels of pedestrian traffic.	• Medium-term	• RDOS	• MOTI • Community members • Consultant(s)	• RDOS Staff time • \$15,000 – 20,000 for study	• Discuss with the community potential fundraising initiatives for speed bump purchase

Action	Timeframe	Action Lead	Partner(s)	Cost/Resources	Potential Funding Opportunities
Action Area #3: Community Support and Health					
1. Conduct a community engagement process to determine the types of recreational programs that the community may wish to see.	• Short-term	• RDOS	• Community members	• RDOS staff time	
2. Consider providing additional resources to the RDOS Recreation Coordinator for Greater West Bench to fund senior-specific initiatives.	• Medium-term	• RDOS		• RDOS staff time • Initiatives costs TBD based on Action 1	• Age-Friendly Communities Program – Stream 2 (for one year) • New Horizons for Seniors Program
3. Assist the community with creating an online rideshare program.	• Long-term	• RDOS	• Community members	• RDOS staff time • Volunteer time	• New Horizons for Seniors Program • Green Municipal Fund
4. Encourage and support the development of volunteer service programs focused on the health and wellbeing of seniors.	• Medium-term	• RDOS	• Community members • Local businesses	• RDOS staff time • Volunteer time	• New Horizons for Seniors Program

Action	Timeframe	Action Lead	Partner(s)	Cost/Resources	Potential Funding Opportunities
5. Work with Interior Health Authority to provide community outreach to seniors in Greater West Bench regarding healthy aging habits, accessing regional services, and related health care processes or services.	• Ongoing	• RDOS	• Interior Health	• RDOS staff time	
6. Conduct outreach to local businesses in Penticton regarding the potential development of home delivery for items such as groceries.	• Short-term	• RDOS	• Interior Health	• RDOS staff time	
7. Establish a community group to create a support service directory.	• Short-term	• RDOS	<ul style="list-style-type: none"> • Interior Health • Community members • Local businesses and service providers 	<ul style="list-style-type: none"> • RDOS staff time • Volunteer time 	<ul style="list-style-type: none"> • Age-Friendly Communities Program – Stream 2 (for the first year) • New Horizons for Seniors Program • Community Gaming Grant

Action	Timeframe	Action Lead	Partner(s)	Cost/Resources	Potential Funding Opportunities
Action Area #4: Housing					
1. Consider conducting a study to identify the impact of short-term rentals on Greater West Bench's housing availability.	• Short-term	• RDOS	• Consultant(s)	• RDOS staff time • \$15,000 - \$20,000	
2. Encourage eligible residents to apply for the Home Adaptations for Independence (HAFI) program through BC Housing to modify their homes to support their independence.	• Ongoing	• RDOS	• Community members	• RDOS staff time	• Home Adaptations for Independence
3. Encourage home builders and developers to intentionally consider an ageing-in-place mindset when designing the interior and exterior of new builds in Greater West Bench including universal accessible design, but excluding carriage homes and secondary suites.	• Ongoing	• RDOS	• Urban Development Institute • Canadian Home Builder's Association (South Okanagan)	• RDOS staff time	

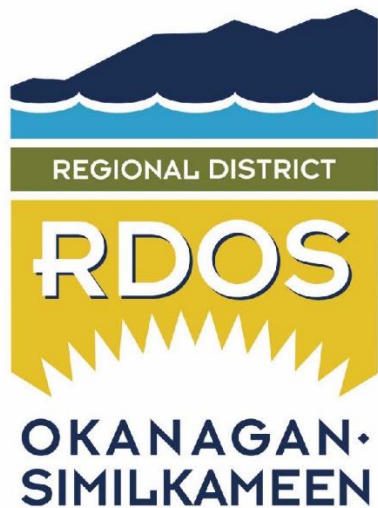
Action	Timeframe	Action Lead	Partner(s)	Cost/Resources	Potential Funding Opportunities
Action Area #5: Social Participation, Civic Participation and Employment, Communication and Information, Respect and Social Inclusion					
1. Assist the community in establishing a group to plan year-round, all ages events.	• Short-term	• RDOS	• SD67 • Community members	• RDOS staff time • Volunteer time	• New Horizons for Seniors Program • Building Communities Through Arts and Heritage • Community Gaming Grant
2. Encourage the use of the CivicReady platform for accessing RDOS updates.	• Ongoing	• RDOS		• RDOS staff time	
3. Provide a seasonal community newsletter that discusses events, Regional District updates, and outlines community service contacts.	• Ongoing	• RDOS	• Community members	• RDOS staff time • Volunteer time	
4. Consider the installation of information boards throughout the community at central locations such as the school, Mariposa Park, and Selby Park to communicate events, RDOS updates, and advertise key services. Work with the community to establish a volunteer group to assist with updating and maintaining these boards.	• Ongoing	• RDOS	• SD67 • Community members	• RDOS staff time • Volunteer time	



Appendix A

Survey Results Summary





GREATER WEST BENCH AGE-FRIENDLY ASSESSMENT AND ACTION PLAN: COMMUNITY SURVEY RESULTS SUMMARY

Regional District of Okanagan-Similkameen

PREPARED BY:

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September 25, 2020

File Number: 1564.0047.01

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PROJECT CONTEXT

The Regional District of Okanagan-Similkameen (RDOS) is in the process of undertaking an Age-Friendly Assessment and Action Plan for the Greater West Bench area in Electoral Area F. The Kelowna branch of Urban Systems Ltd. was retained to assist with this project. The final action plan will guide the community in meeting the aging-in-place needs of residents.

A community survey went live on Monday, August 10th, 2020 to seek input from residents of Greater West Bench on the eight age-friendly planning areas:

1. Housing
2. Social participation
3. Respect and social inclusion
4. Civic participation and employment
5. Communication and information
6. Community support and health services
7. Outdoor spaces and buildings
8. Transportation

A link to the survey was posted on the RDOS website and promoted through communications channels such as CivicReady, Facebook, the Electoral Area Director's blog, and a public news release. Hard copies of the survey were also available for completion at the RDOS office in Penticton. The survey closed on Monday, September 14th, 2020 and received a total of 47 responses.

This report summarizes the responses received to questions posed in the survey. These findings will be used to guide the direction provided in the Age-Friendly Action Plan.

Disclaimer – Survey Data Analysis:

Some totals in this report may not sum to 100%. However, the figures are correct and the apparent errors are a result of rounding or the technique applied for analyzing the question. Questions that allowed for respondents to provide more than one answer choice were analyzed according to the number of respondents to that question, not the number of responses received.

The survey posed a number of open-ended questions. The responses to these questions were largely categorized into key themes. Some responses could not be categorized into one of the identified themes and so were classified as "Other." A theme was established if 3 or more responses could be categorized into a particular theme. Verbatim comments for each question are included in the Appendix.

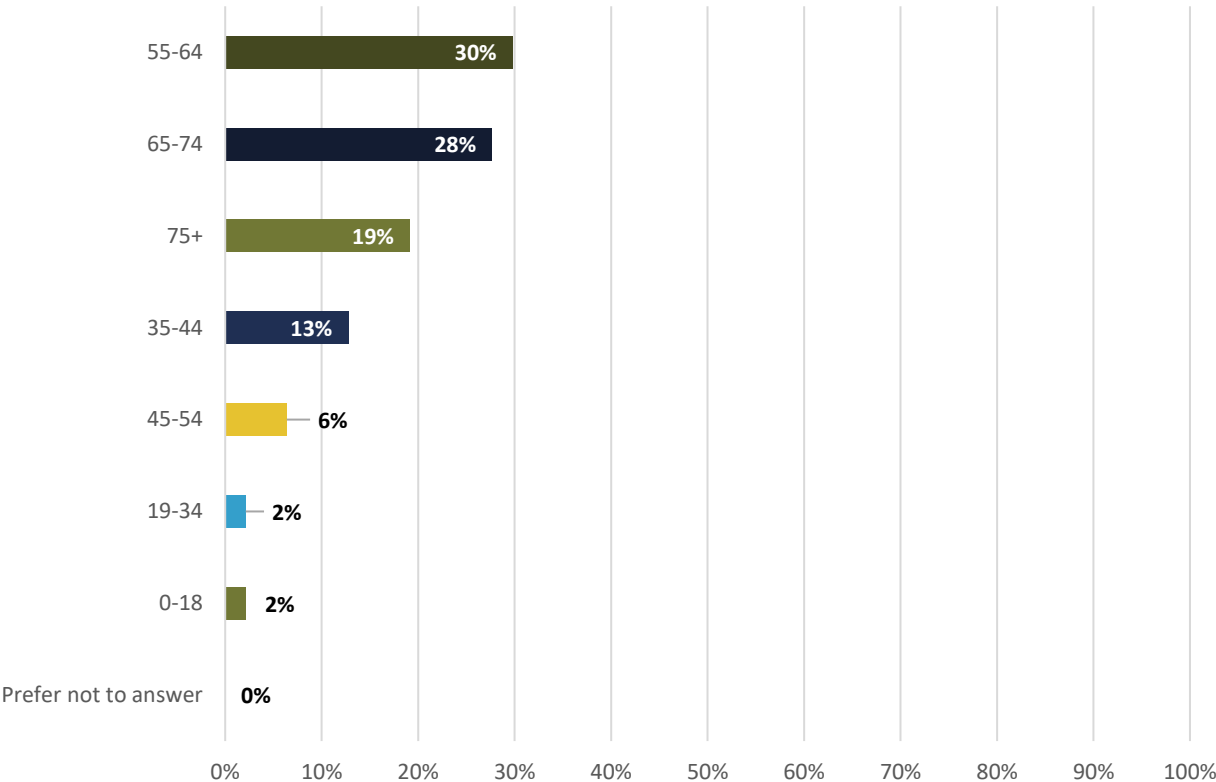
SURVEY RESULTS

INTRODUCTION

1. What age demographic do you belong to?

- 0-18
- 19-34
- 35-44
- 45-54
- 55-64
- 65-74
- 75+
- Prefer not to answer

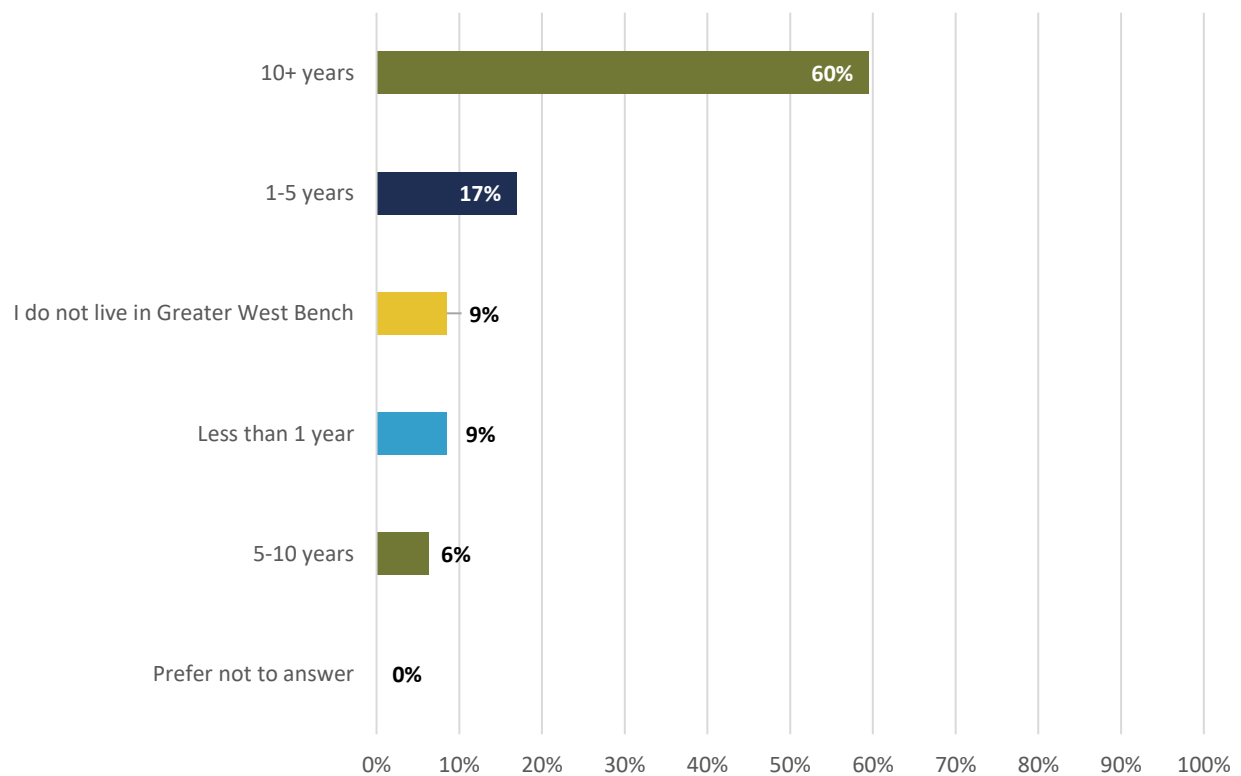
Survey respondents were asked to indicate their age demographic. A total of 47 respondents provided an answer to this question, with 30% indicating that they are between the ages of 55 and 64, followed closely by the age range of 65 to 74 (28% of respondents). A combined 77% of respondents are aged 55+.



2. How long have you lived in Greater West Bench?

- **Less than 1 year**
- **5-10 years**
- **I do not live in Greater West Bench**
- **1-5 years**
- **10+ years**
- **Prefer not to answer**

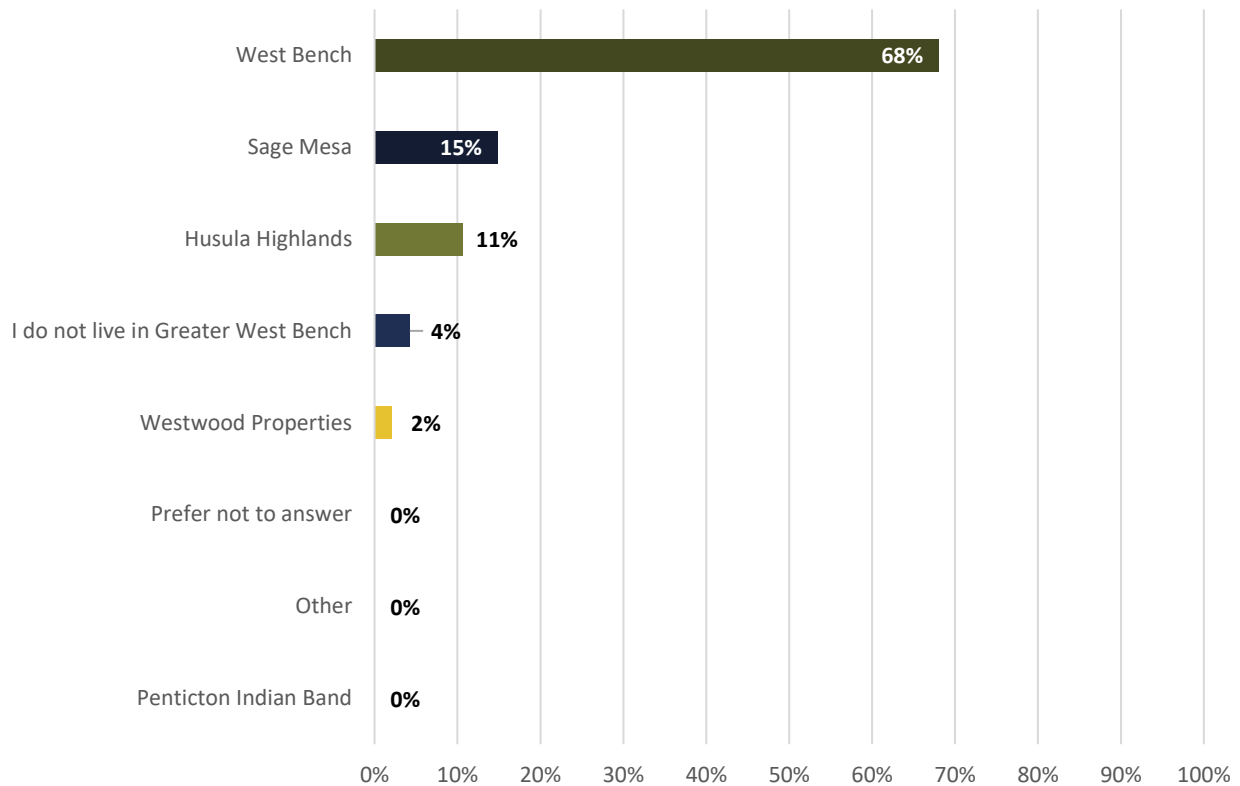
Survey respondents were asked to indicate how long they have lived in the Greater West Bench community. A total of 47 respondents provided an answer to this question, with 60% of respondents indicating that they have lived in the community for 10+ years.



3. I live in the following part of Greater West Bench:

- West Bench**
- Husula Highlands**
- Penticton Indian Band**
- I do not live in Greater West Bench**
- Sage Mesa**
- Westwood Properties**
- Other, please specify:**
- Prefer not to answer**

Survey respondents were asked to indicate which part of the Greater West Bench community they reside in. A total of 47 respondents provided an answer to this question, with 68% of respondents indicating that they live in West Bench.

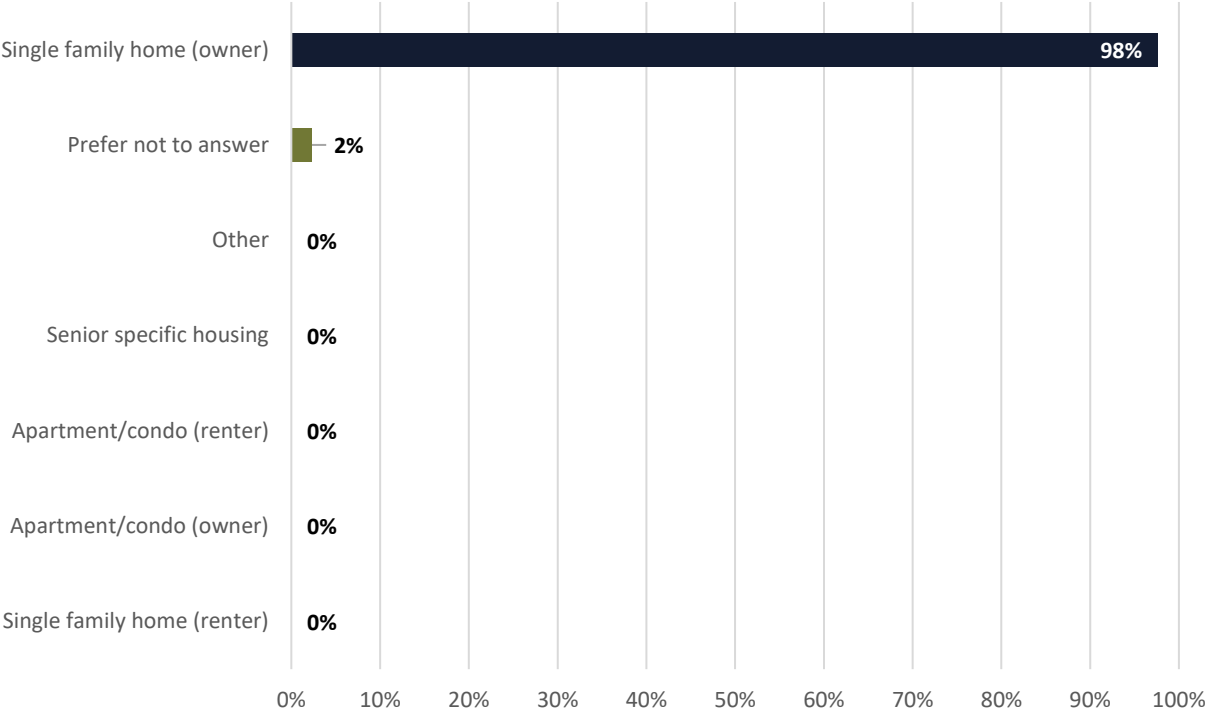


HOUSING

4. I currently live in a:

- Single family home (owner)**
- Apartment/condo (owner)**
- Senior specific housing**
- Prefer not to answer**
- Single family home (renter)**
- Apartment/condo (renter)**
- Other, please specify:**

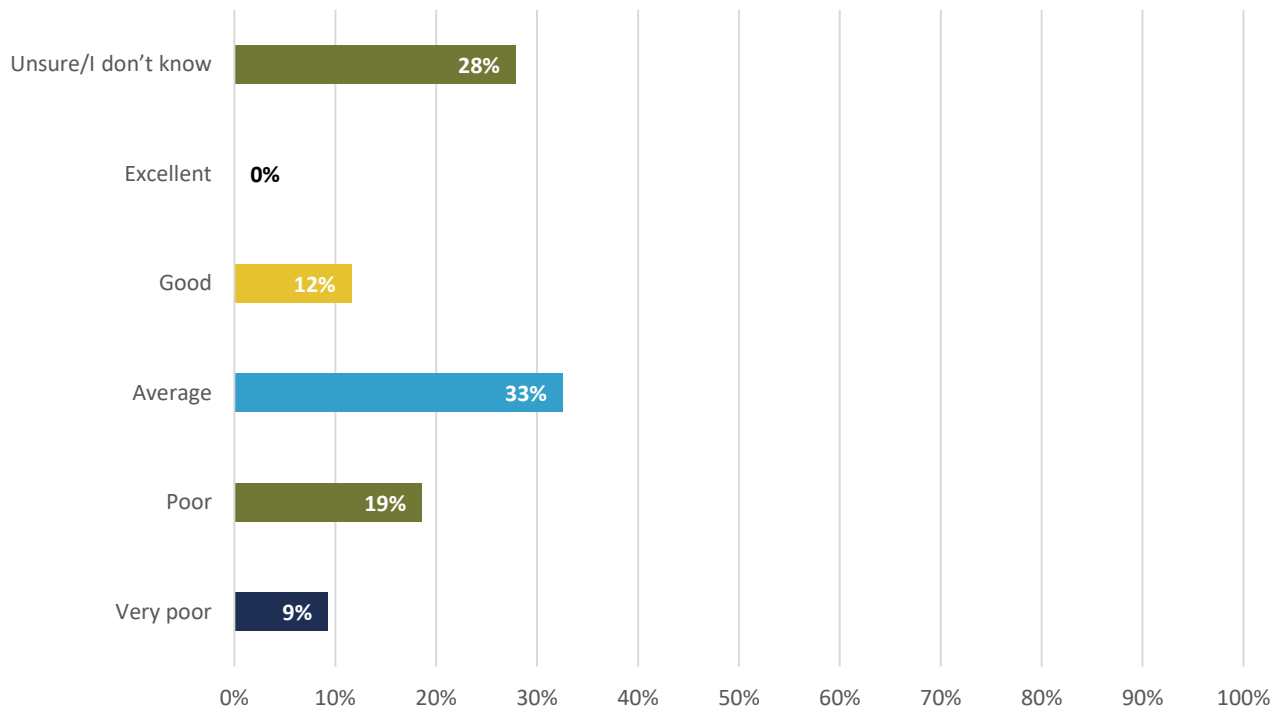
Survey respondents were asked to indicate what type of home they reside in. A total of 43 respondents provided an answer to this question, with 98% indicating that they reside in a single family home as the owner of that dwelling.



5. The supply and availability of different housing types and accessible housing in Greater West Bench required to meet the different needs of people aged 65+ is:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

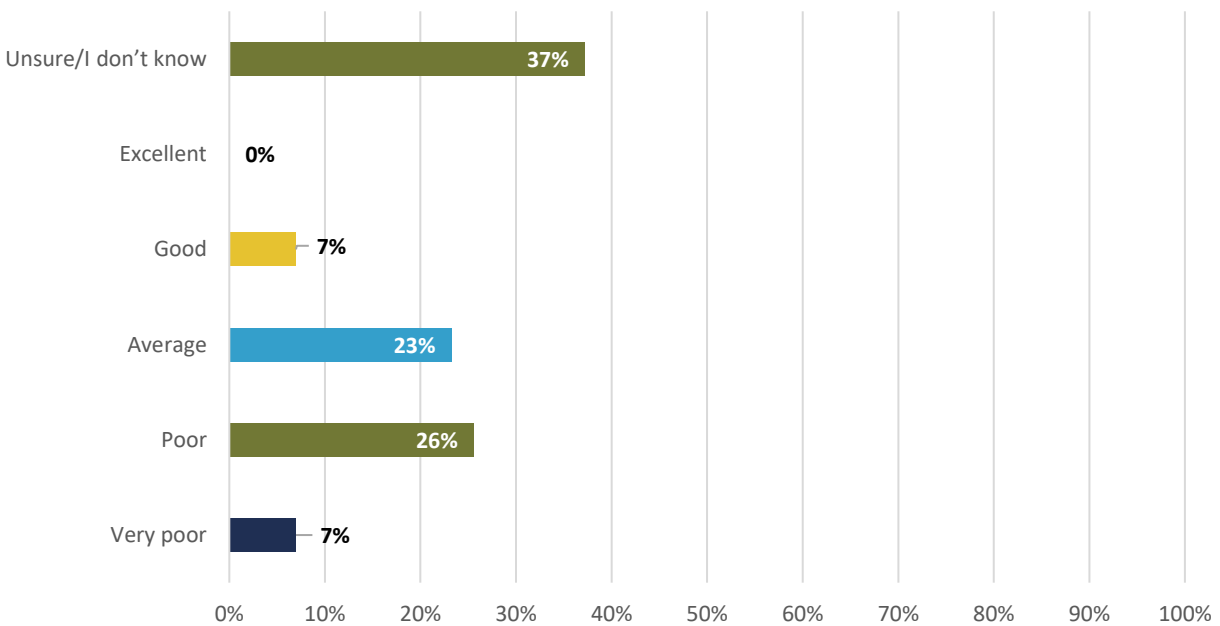
Survey respondents were asked to rate the availability of different housing types for those aged 65+. A total of 43 respondents provided an answer to this question, with 33% indicating that the availability of different housing types for this demographic is average. 28% of respondents indicated that they are unsure.



6. The Canadian Mortgage and Housing Corporation defines affordability as when a household spends 30% or less of their gross income on housing costs. The relative affordability of housing for seniors in Greater West Bench is:

- Very poor**
- Average**
- Excellent**
- Poor**
- Good**
- Unsure/I don't know**

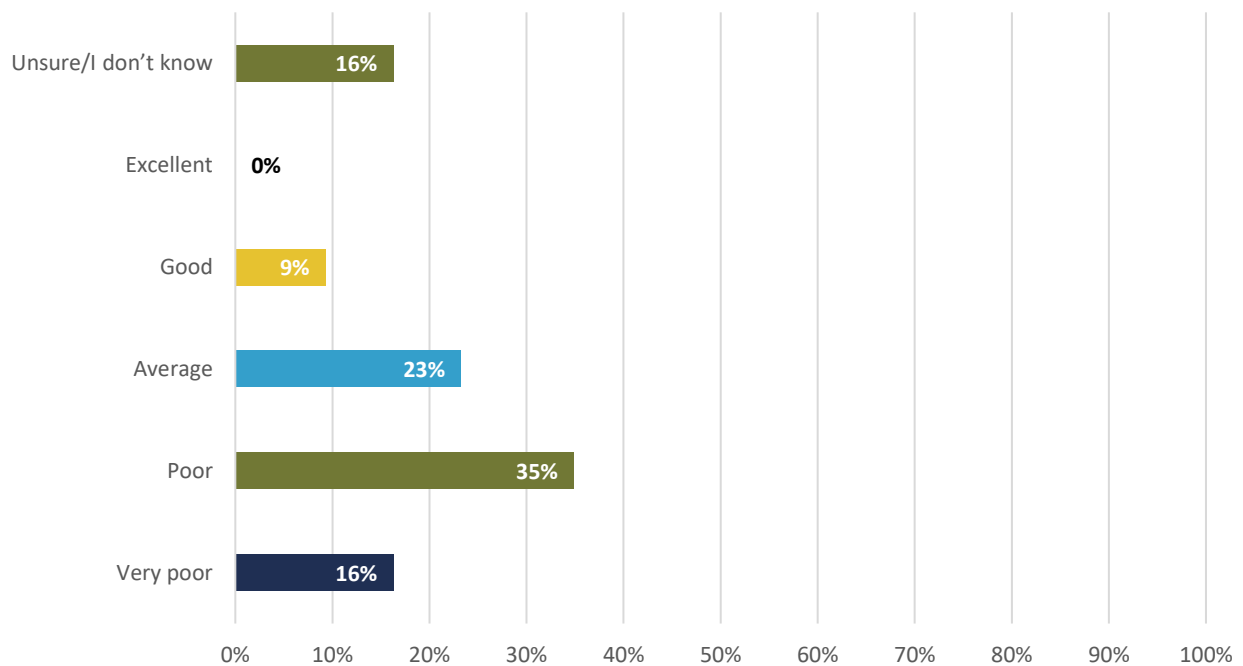
Survey respondents were asked to rate the affordability of housing in Greater West Bench. A total of 43 respondents provided an answer to this question, with 37% of respondents indicating that they are unsure. A combined 33% of respondents indicated that housing affordability is poor (26%) or very poor (7%).



7. The availability of housing in Greater West Bench in areas close to community services and amenities required by seniors is:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

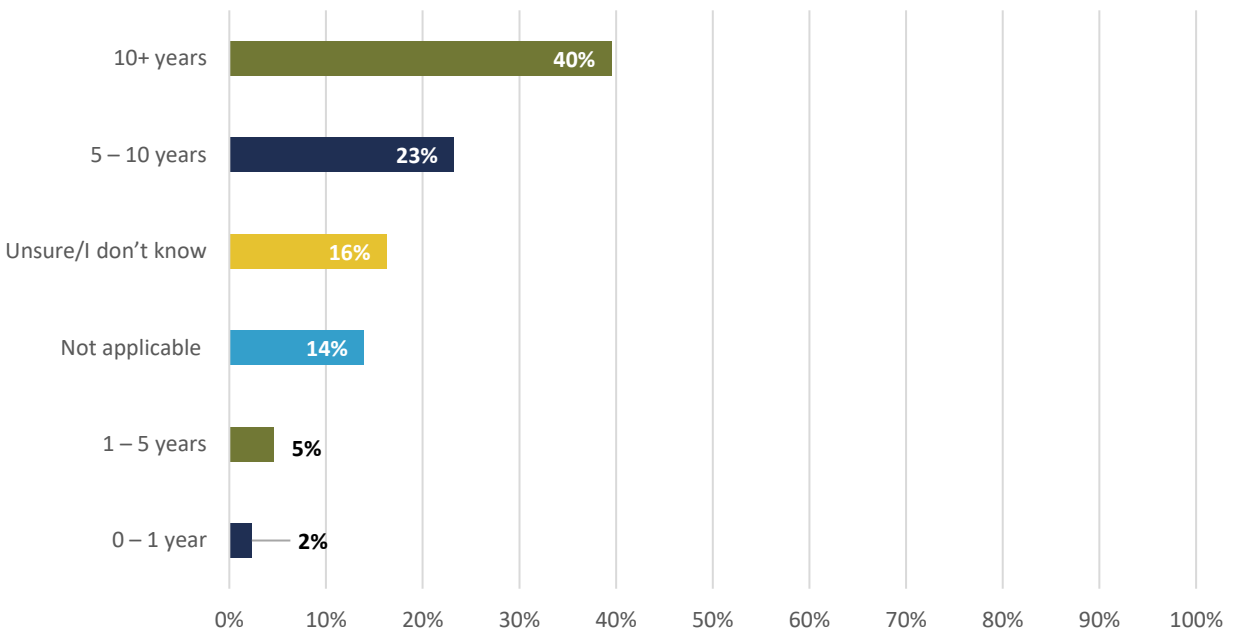
Survey respondents were asked to rate the availability of housing in areas near community services and amenities that are frequented by seniors. A total of 43 respondents provided an answer to this question, with a combined 51% indicating that the availability of housing near services and amenities is poor (35%) or very poor (16%). 23% of respondents indicated that this type of housing availability is average.



8. I foresee myself relocating from my existing home or Greater West Bench in the next:

- **0 – 1 year**
- **5 – 10 years**
- **Not applicable**
- **1 – 5 years**
- **10+ years**
- **Unsure/I don't know**

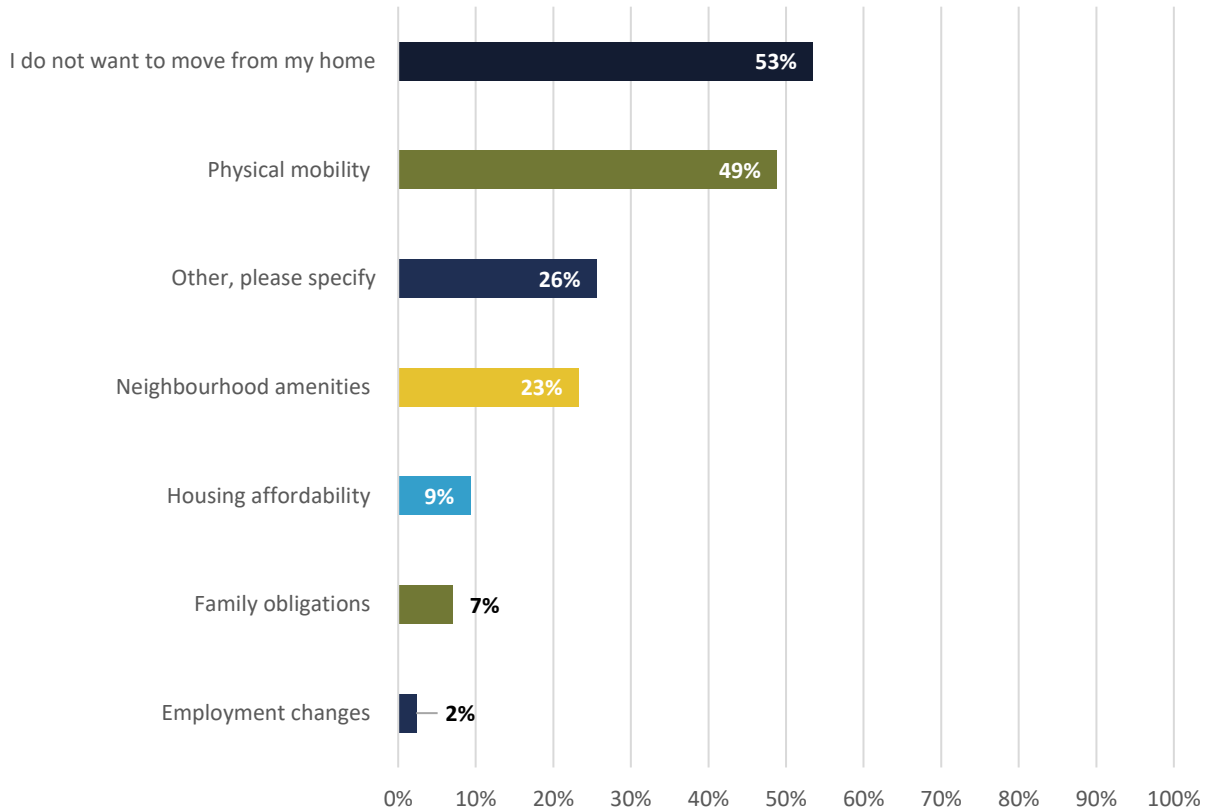
Survey respondents were asked if they intend to relocate to a new home or community in the future. A total of 43 respondents provided an answer to this question, with 40% indicating that they foresee relocation occurring in 10+ years and 23% indicating they foresee this occurring in 5-10 years.



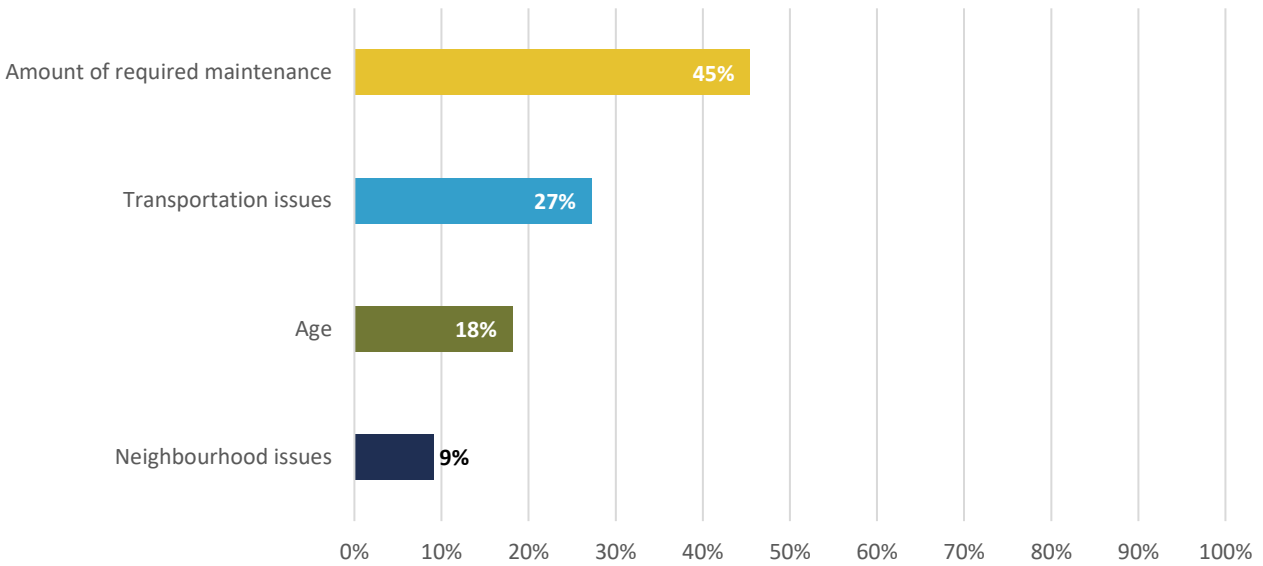
9. What are the main reasons that you would move from your home or Greater West Bench? (select all that apply)

- **Housing affordability**
- **Neighbourhood amenities**
- **Employment changes**
- **Other, please specify:**
- **Physical mobility**
- **Family obligations**
- **I do not want to move from my home**

Survey respondents were asked to specify the factors that may contribute to their decision to relocate from their home or the community in the future. A total of 43 respondents provided an answer to this question, with 53% indicating that they do not want to move from their home and 43% specifying that they may relocate for physical mobility reasons.



26% of respondents selected “Other, please specify” as their answer choice. The “Other” responses were categorized into the themes identified in the following chart, with verbatim responses provided in the Appendix. 45% of respondents who selected “Other” as an answer choice specified that they may relocate in the future due to the amount of maintenance that their home requires.

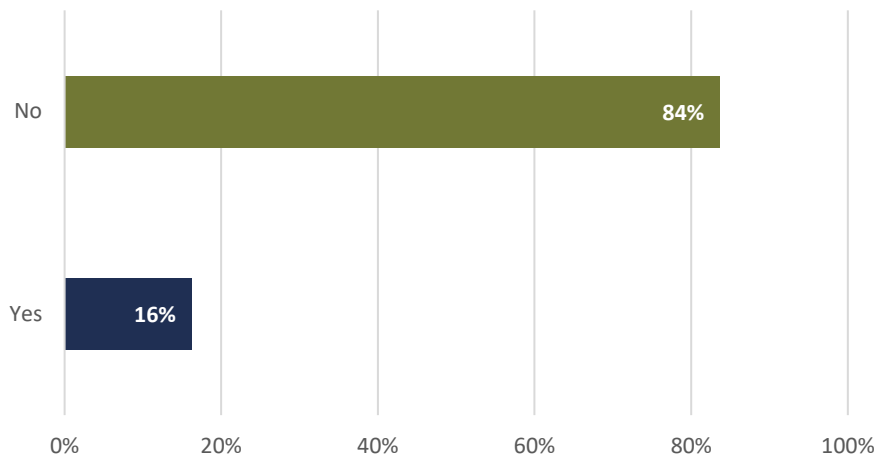


10. Do you, or will you, personally require new housing arrangements in Greater West Bench that better meet your current/future needs?

- **Yes**
- **No**

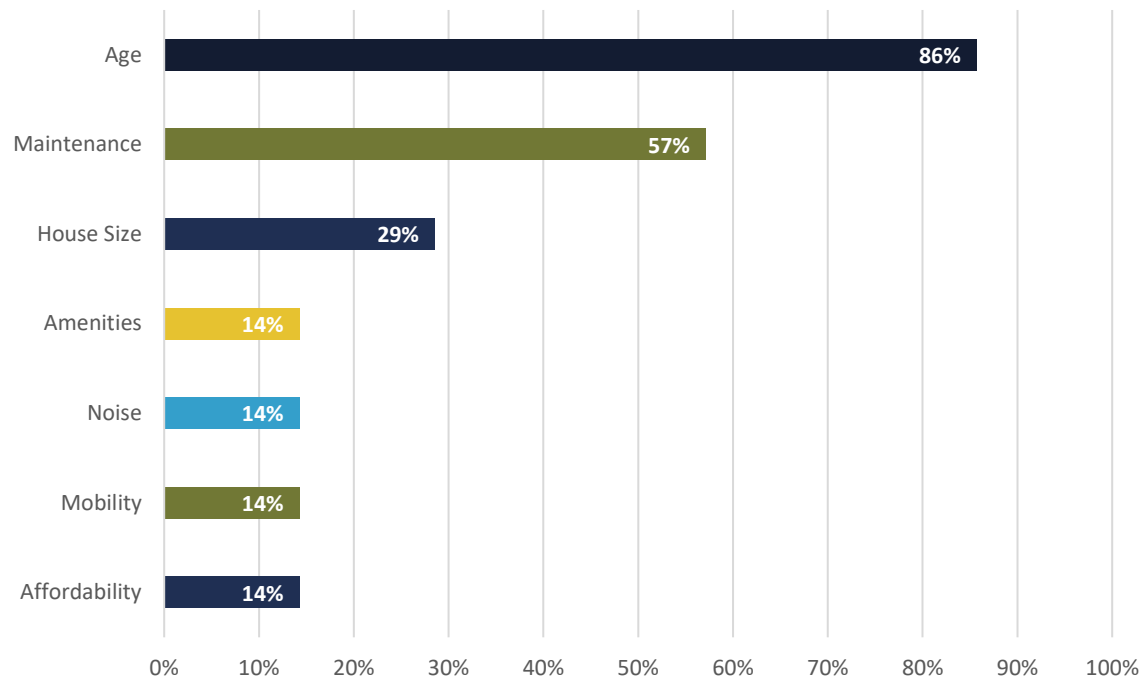
Survey respondents were asked to indicate if they require new housing arrangements to better meet their needs. A total of 43 respondents provided an answer to this question, with 84% indicating that they do not require new housing arrangements.

Survey respondents were asked to indicate if they require new housing arrangements to better meet their needs. A total of 43 respondents provided an answer to this question, with 84% indicating that they do not require new housing arrangements.



11. If you answered “yes” to the previous question, please explain.

Survey respondents who answered “yes” to needing new housing arrangements in the previous question were asked to explain their answer choice. A total of 7 respondents provided an answer to this question, which is equivalent to the number of people who selected “yes” as their answer choice to the previous question. Answers to this question were categorized into the themes identified in the following chart, with verbatim responses provided in the Appendix. 86% of respondents who answered this question indicating that they will need to relocate due to their age and the related change in housing needs that ageing causes.



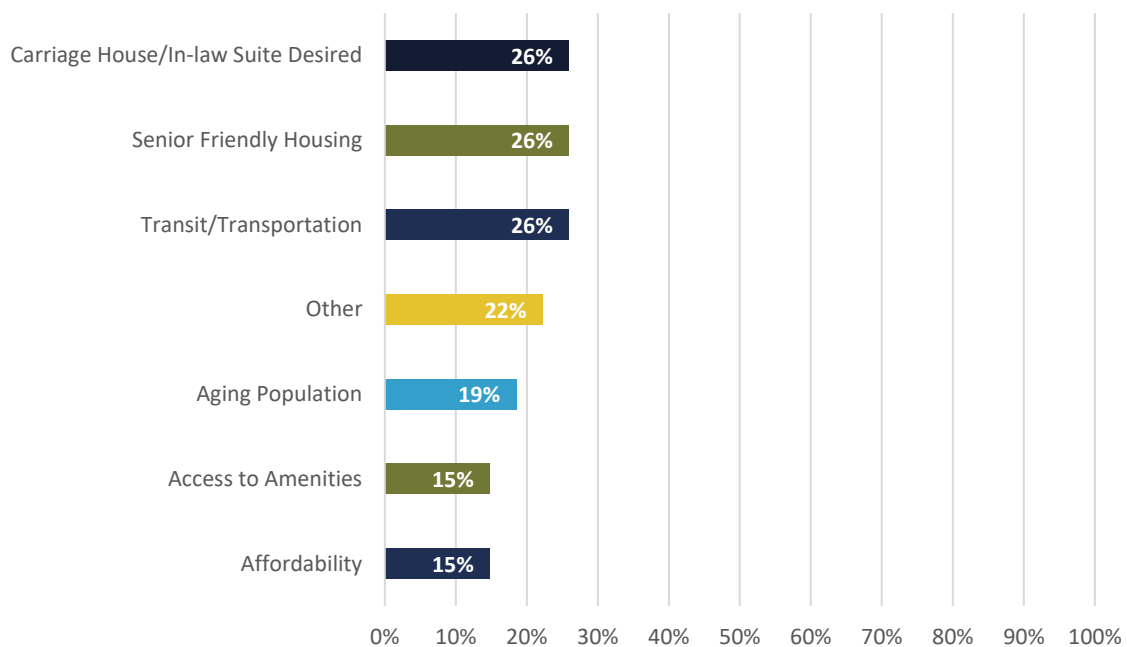
12. Considering the questions above, can you identify a priority housing issue(s) in your community?

Survey respondents were asked to identify priority issues pertaining to housing in the community that need to be addressed. A total of 27 respondents provided an answer to this question. Answers were categorized into the themes identified in the following chart, with verbatim responses provided in the Appendix. The top three themes that emerged are:

- The ability to build a carriage house or in-law suite on their property (26%)
- More senior-friendly housing is needed (26%)
- Transportation options need to be improved (26%)

22% of the responses were categorized as “Other”. Examples of these responses include:

- *Too many rental properties With inadequate parking Causing safety and traffic issues for drivers and pedestrians*
- *Improve existing trail condition of KVR walking area*
- *Property will become too difficult for me to keep up; house too big for future needs*

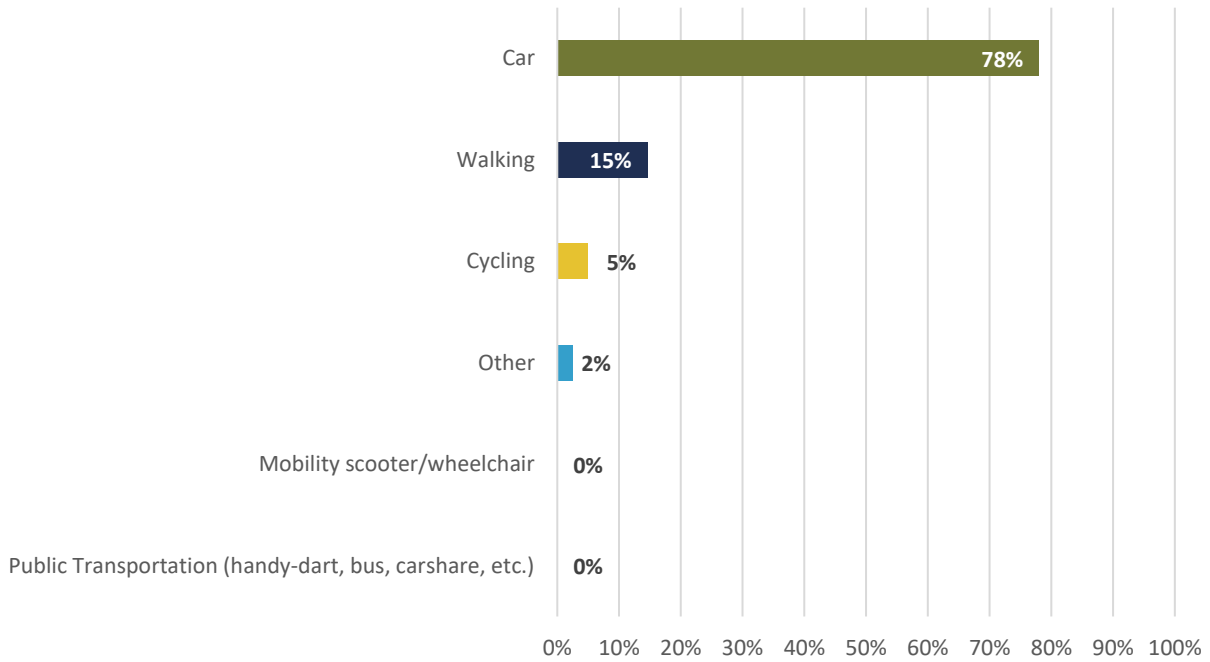


TRANSPORTATION

13. How do you most often travel in and around Greater West Bench?

- **Walking**
- **Car**
- **Mobility scooter/wheelchair**
- **Cycling**
- **Public transportation (handy-dart, bus, carshare, etc.)**
- **Other, please specify:**

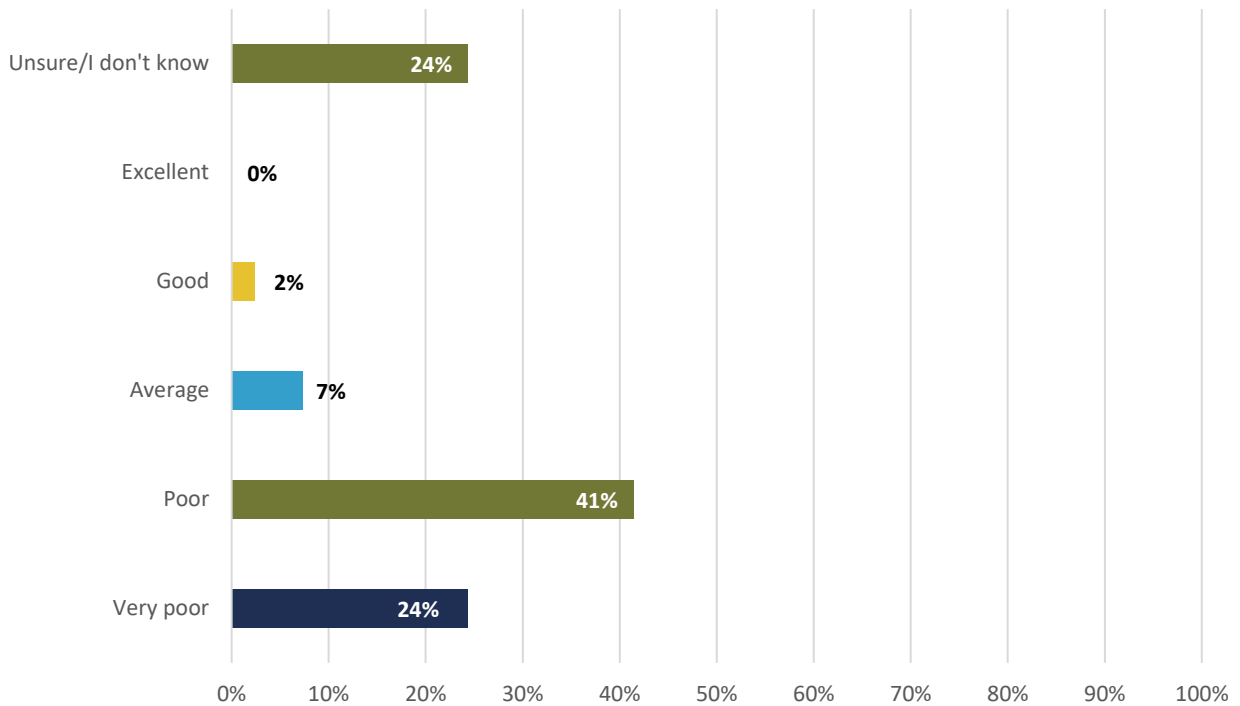
Survey respondents were asked to indicate their primary mode of transportation. A total of 41 respondents provided an answer to this question, with 78% indicating that they most travel in and around Greater West Bench by car. Respondents indicated that walking was the next most common form of transportation, with 15% of respondents selecting this answer choice. One respondent selected “Other, please specify” as their answer, to which they responded, “I don’t travel around the area.”



14. The availability, reliability, and affordability of public transportation options for seniors in Greater West Bench, such as handy-darts, buses, and volunteer drivers, is:

- **Very poor**
- **Poor**
- **Average**
- **Good**
- **Excellent**
- **Unsure/I don't know**

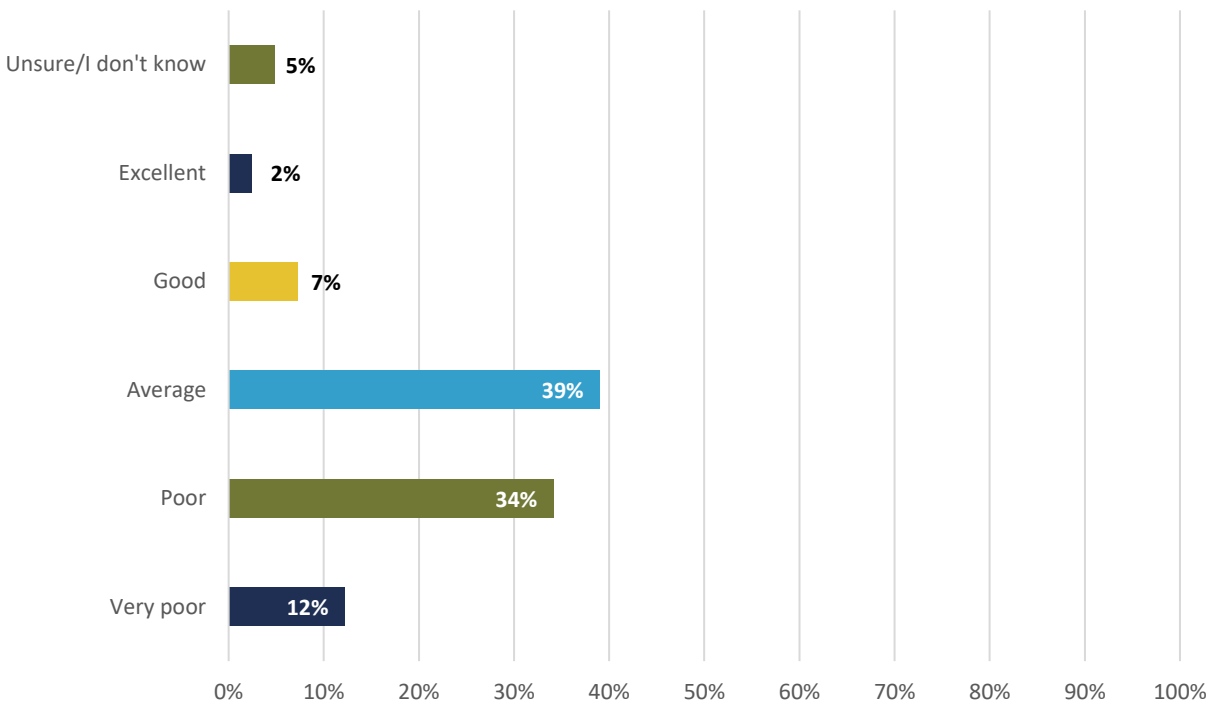
Survey respondents were asked to rate the quality of the public transportation options currently available for seniors. A total of 41 respondents provided an answer to this question, with a combined 65% indicating that the availability, reliability, and affordability of public transportation options for seniors in Greater West Bench is poor (41%) or very poor (24%). 24% of respondents indicated that they are unsure.



15. The conditions of roads and sidewalks in Greater West Bench for travel by walking, cycling or wheelchair/scooter are:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

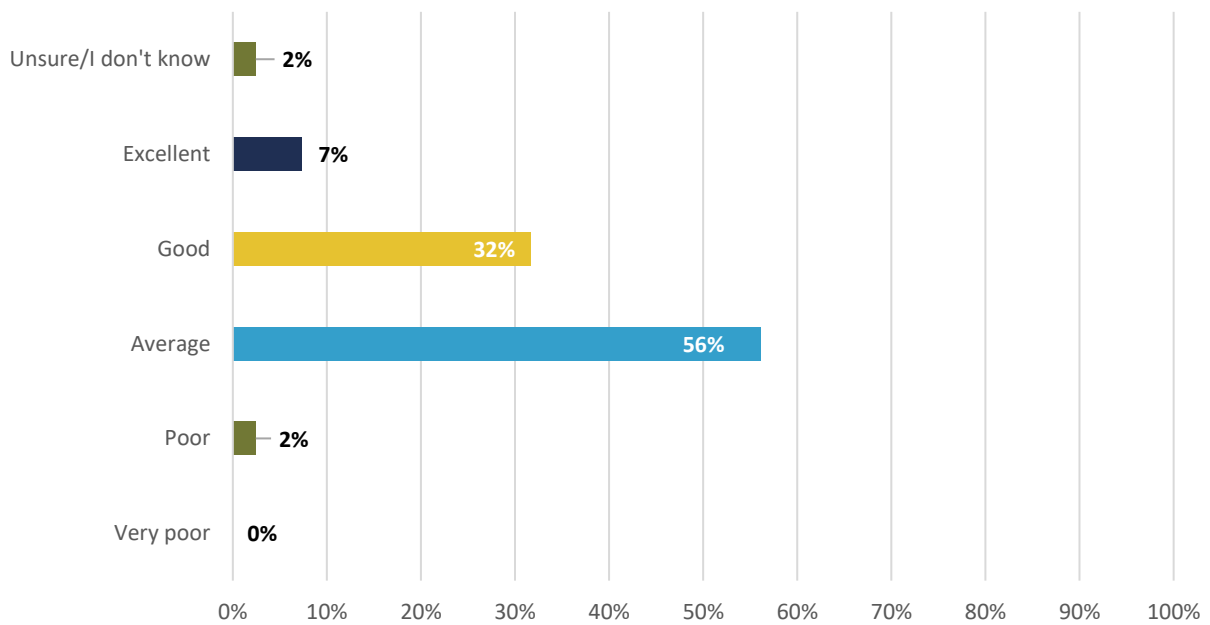
Survey respondents were asked to rate the quality of road and sidewalk conditions in Greater West Bench. A total of 41 respondents provided an answer to this question, with a combined 46% of respondents indicating that these conditions are poor (34%) or very poor (12%). 39% specified that the conditions of sidewalks for travel by walking, cycling or wheelchair/scooter are average.



16. Driving on the roads and reading the road signage in Greater West Bench is:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

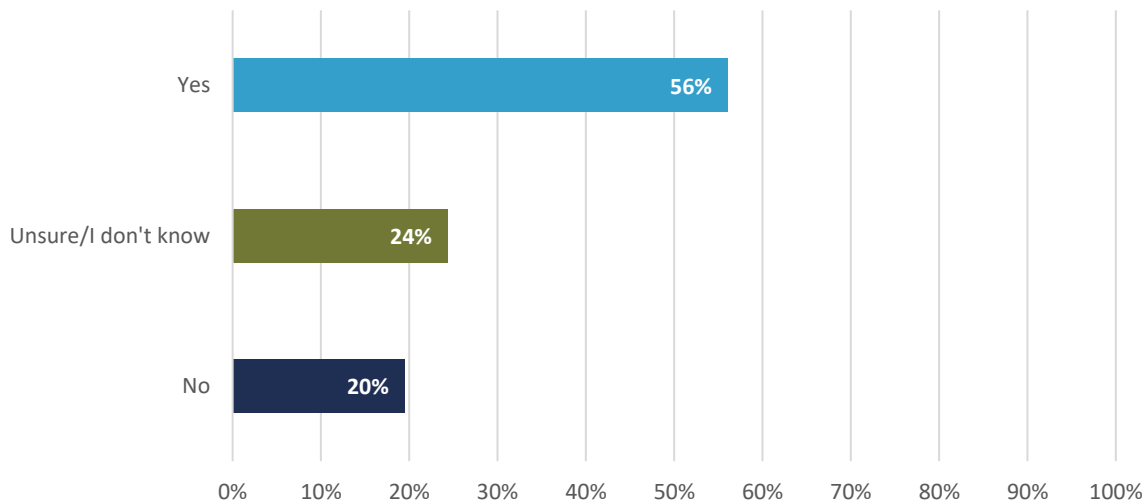
Survey respondents were asked to rate the readability of road signage in Greater West Bench. A total of 41 respondents provided an answer to this question, with 56% indicating that the readability of road signage is average. A combined 39% of respondents indicated that the readability of road signage is good (32%) or excellent (7%).



17. A pedestrian corridor was built from Highway 97 to Westwood Properties for ease of walking, cycling, and using wheelchairs/scooters. Would additional corridors like this one assist you in travelling throughout Greater West Bench?

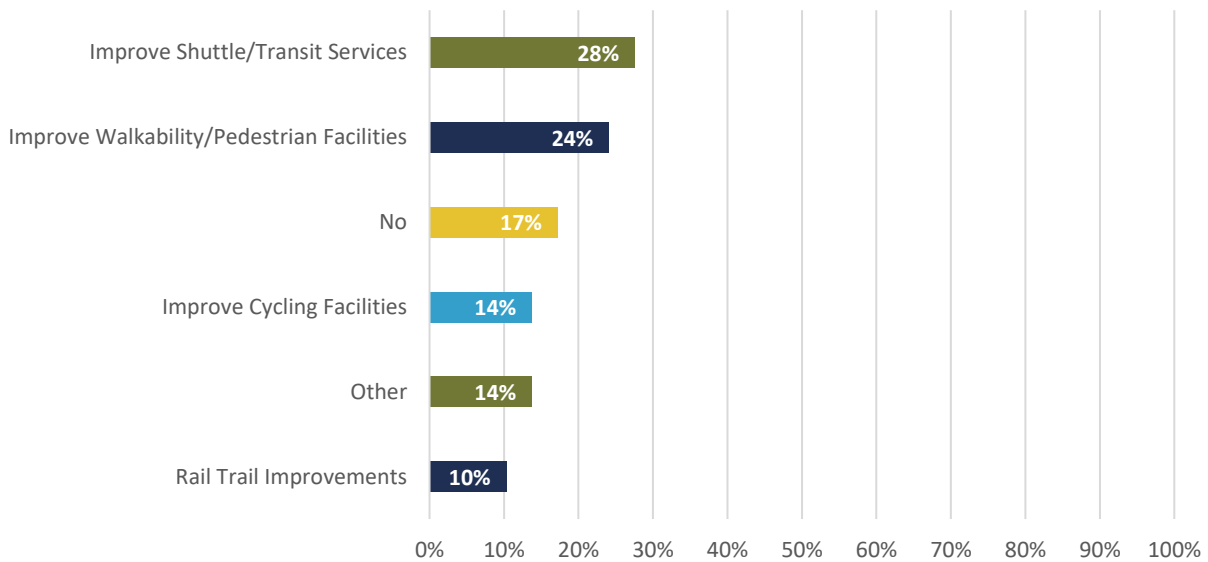
- **Yes**
- **Unsure/ I don't Know**

Survey respondents were asked if the construction of additional active transportation corridors in Greater West Bench would assist their travels. A total of 41 respondents provided an answer to this question, with 56% indicating that additional corridors would be of benefit. 24% of respondents indicated they are unsure if additional corridors would assist their travels throughout Greater West Bench.



18. Considering the questions above, can you identify a priority transportation issue(s) in your community?

Survey respondents were asked to describe any priority transportation issues in Greater West Bench. A total of 29 respondents provided an answer to this question. The responses were categorized into themes as shown in the chart, with verbatim responses provided in the Appendix. 28% of respondents indicated that public transportation improvements are necessary and 24% indicated that walkability is also in need of improvement.



Some responses could not be categorized and were grouped into an “Other” category. Examples of these comments include:

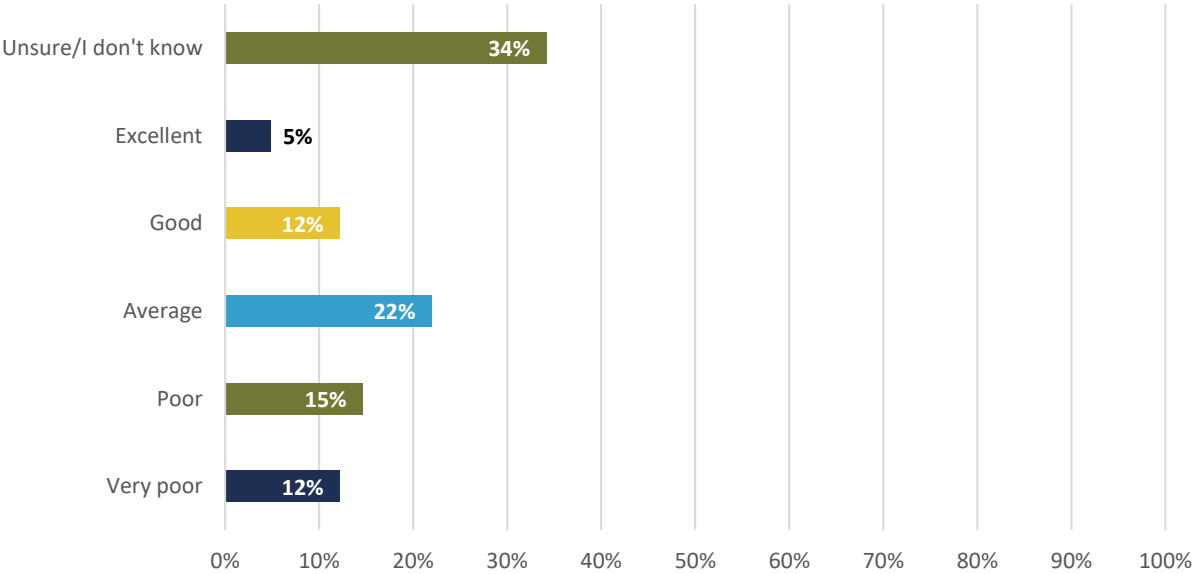
- *Paint a centre line along along Russet and Sunglo Drive. Cars often drive in the middle of the road and are a hazard. Also some vehicle owners park trailers and recreational vehicles on the street for months at a time obstructing traffic, even though all properties have driveways.*
- *Answered previously*
- *Cars parking in bike lanes and on sidewalks make it difficult to walk or bike safely.*

OUTDOOR SPACES AND BUILDINGS

19. The accessible features (ramps, wheelchair accessible doors, door open buttons, accessible washrooms, benches/seating, etc.) on buildings and in public spaces (bus stops, sidewalks, roads etc.) in Greater West Bench is:

- **Very poor**
- **Poor**
- **Average**
- **Good**
- **Excellent**
- **Unsure/I don't know**

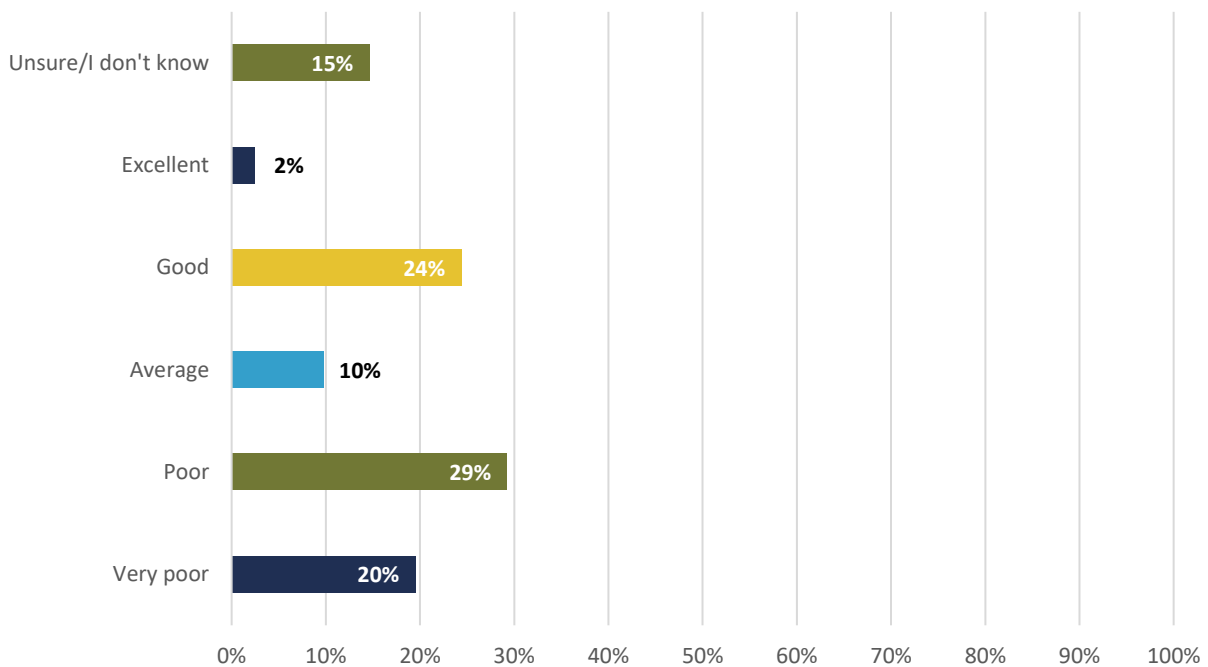
Survey respondents were asked to rate the quality of accessible features provided at buildings and public spaces in Greater West Bench. A total of 41 respondents provided an answer to this question, with 34% indicating that they are unsure. It is important to note that a combined 27% of respondents indicated that the quality of accessible features at buildings and public spaces is poor (15%) or very poor (12%).



20. The availability of public washrooms to access and use throughout Greater West Bench is:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

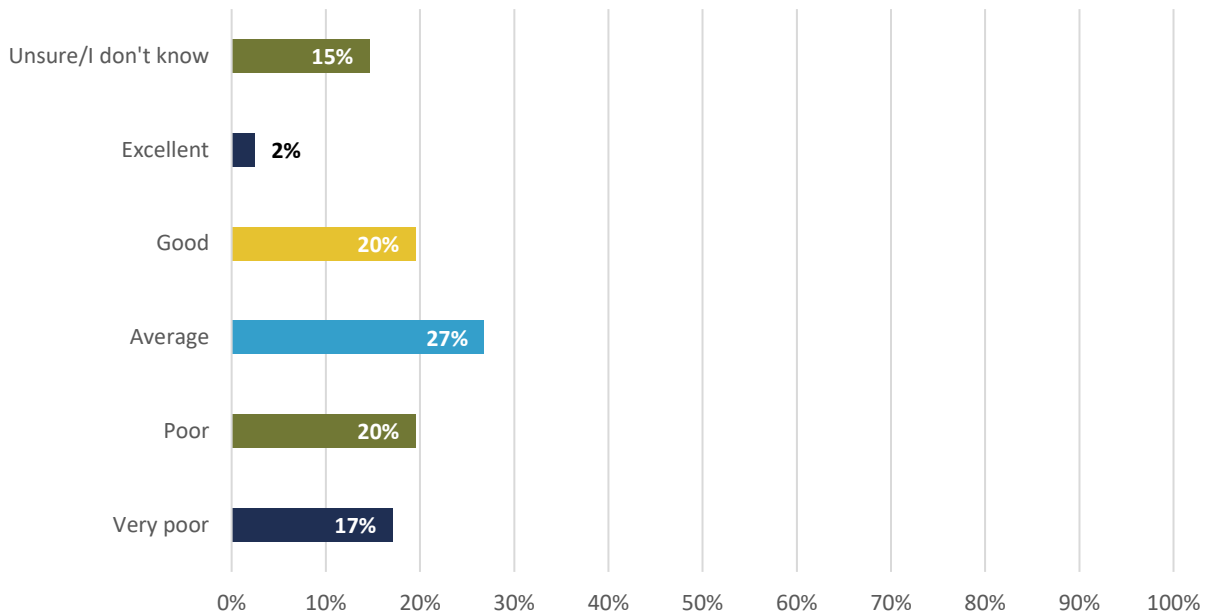
Survey respondents were asked to rate the availability of public washrooms in Greater West Bench. A total of 41 respondents provided an answer to this question, with a combined 49% of respondents indicating that the availability of public washrooms is poor (29%) or very poor (20%), and 24% indicating that the availability of public washrooms is good.



21. Accessibly designed infrastructure (senior friendly paths, trails, lighting, equipment, etc.) in parks and outdoor recreation areas in Greater West Bench is:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

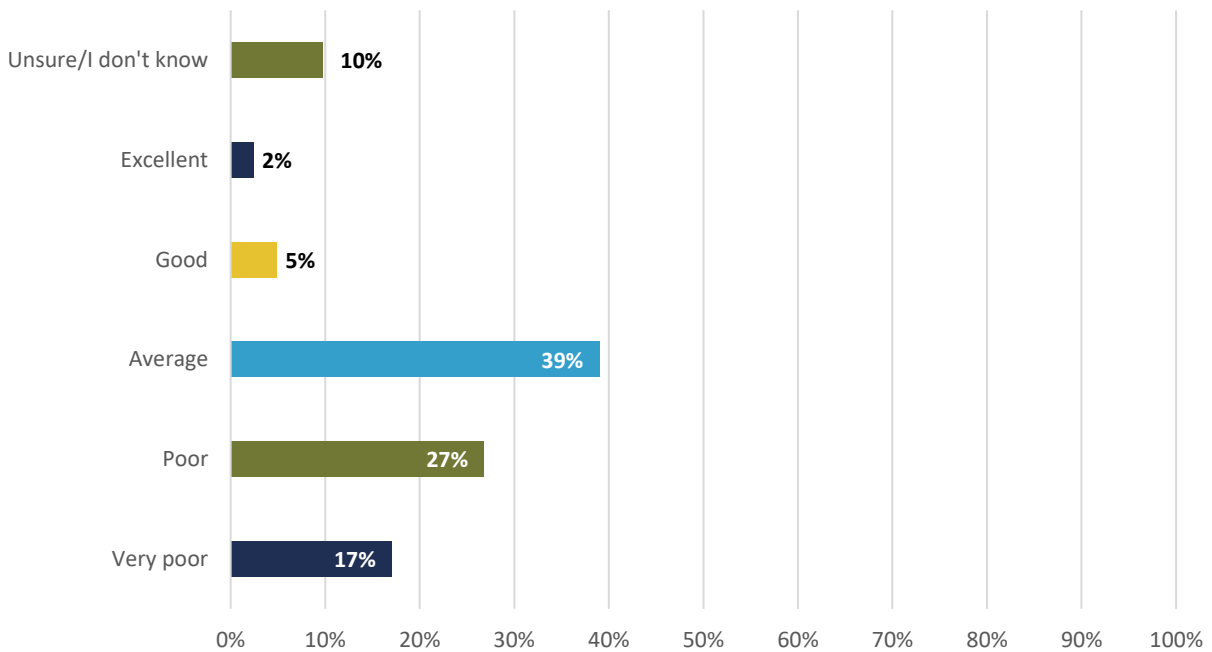
Survey respondents were asked to rate the quality of accessibly designed infrastructure in Greater West Bench's parks and outdoor recreation areas. A total of 41 respondents provided an answer to this question, with a combined 37% of respondents indicating that the accessibly designed infrastructure in these spaces is poor (20%) or very poor (17%), and 27% indicating the infrastructure is average.



22. Getting around Greater West Bench during winter and winter conditions (snow, ice, etc.) for seniors is:

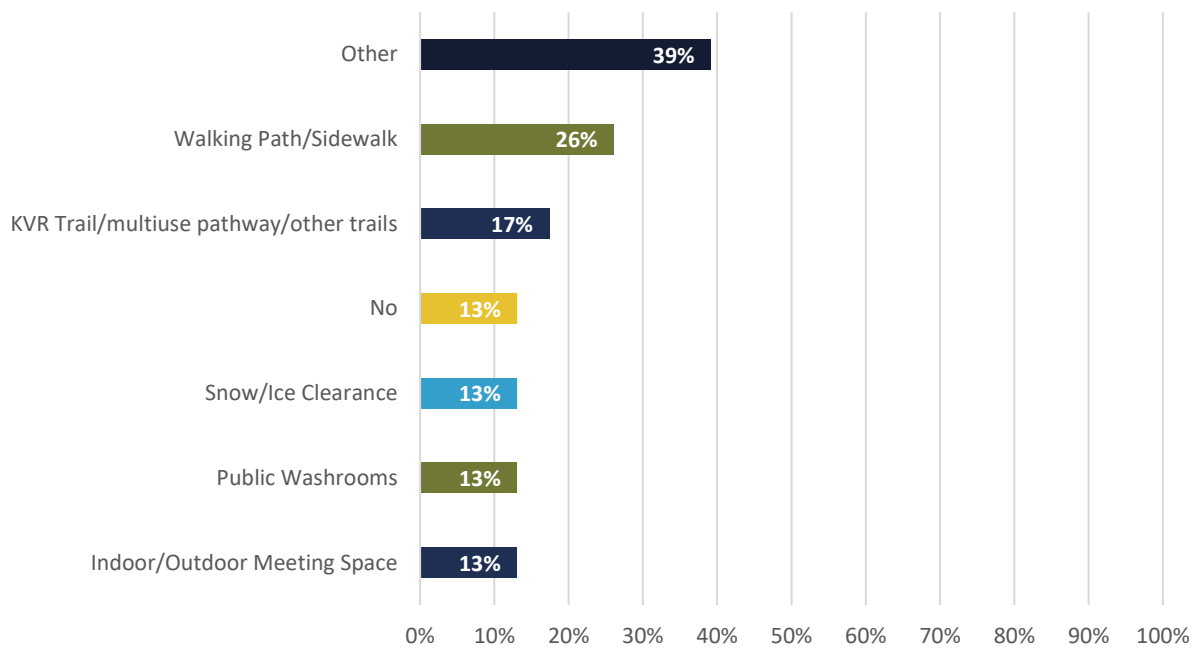
- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

Survey respondents were asked to rate the ease of mobility they experience in the winter. A total of 41 respondents provided an answer to this question, with a combined 44% of respondents indicating that getting around Greater West Bench in the winter is poor (27%) or very poor (17%), and 39% indicating that it is average.



23. Considering the questions above, can you identify a priority outdoor spaces and buildings issue(s) in your community?

Survey respondents were asked to describe any priority outdoor spaces and building issues in Greater West Bench. A total of 23 respondents provided an answer to this question. The responses were categorized into themes as shown in the chart, with verbatim responses provided in the Appendix. 26% of respondents indicated that sidewalk improvements and more walking infrastructure is needed.



Most respondents (39%) provided an answer that could not be categorized and so were classified as “Other.” Examples of these comments include:

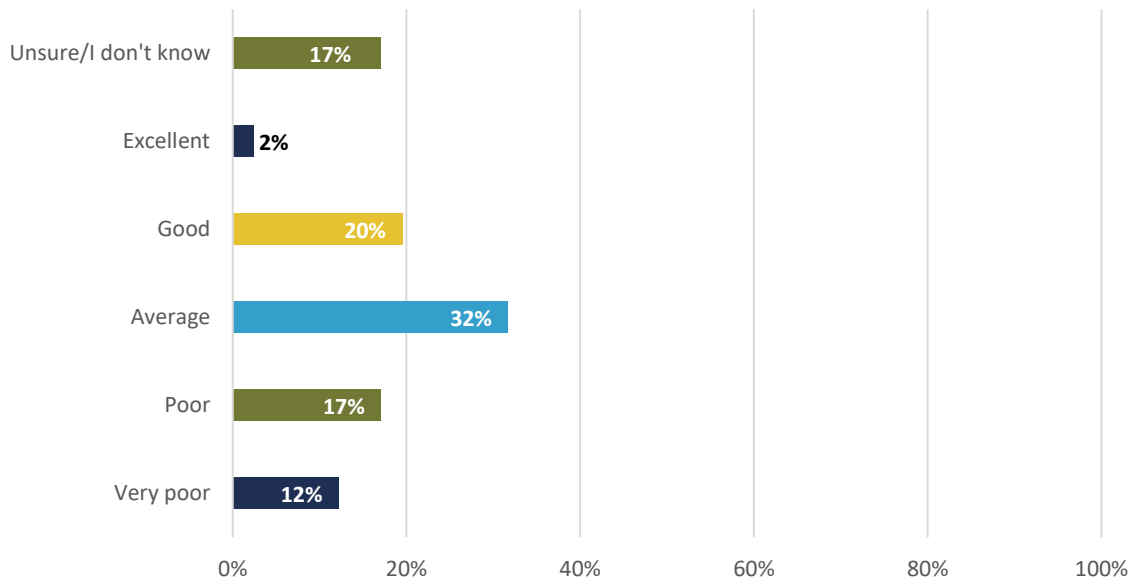
- *Cars often travel at high speeds on our streets. There should be speed limits and signs posted advising drivers to slow down.*
- *Benches to sit on along the main road from the highway to the top of West Bench for people who walk, ride bikes, wheelchairs, strollers, etc.*
- *Pickleball courts*

COMMUNITY SUPPORT AND HEALTH SERVICES

24. The ability for seniors in Greater West Bench to access physicians, nurse practitioners and other health care practitioners when needed is:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

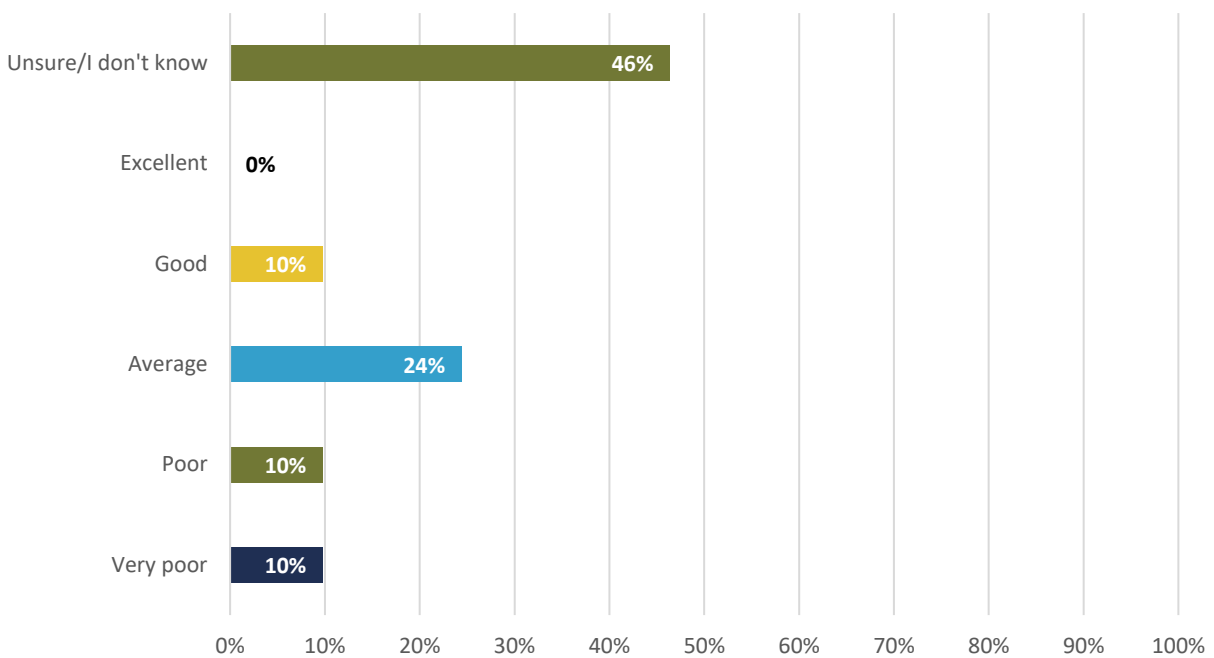
Survey respondents were asked to rate the level of ease associated with accessing health care practitioners. A total of 41 respondents provided an answer to this question with 32% indicating that access to health care practitioners is average. A combined 29% of respondents indicated that access to these practitioners is poor (17%) or very poor (12%).



25. The general availability of social support services available for seniors to maintain or regain their mental health and wellbeing in Greater West Bench is:

- Very poor**
- Average**
- Excellent**
- Poor**
- Good**
- Unsure/I don't know**

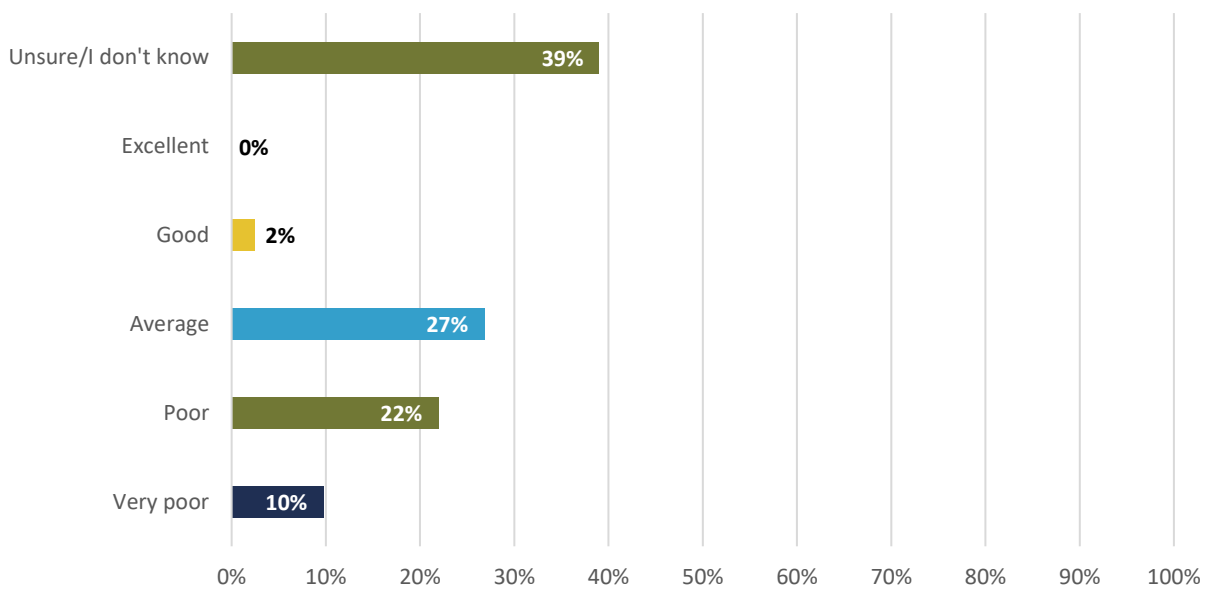
Survey respondents were asked to rate the availability of social support services for seniors. A total of 41 respondents provided an answer to this question with 46% indicating that they are unsure. 24% indicated that the availability of social support services for seniors in Greater West Bench is average.



26. The general availability of affordable services to help seniors and persons with disabilities, such as snow removal or lawn care, in Greater West Bench is:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

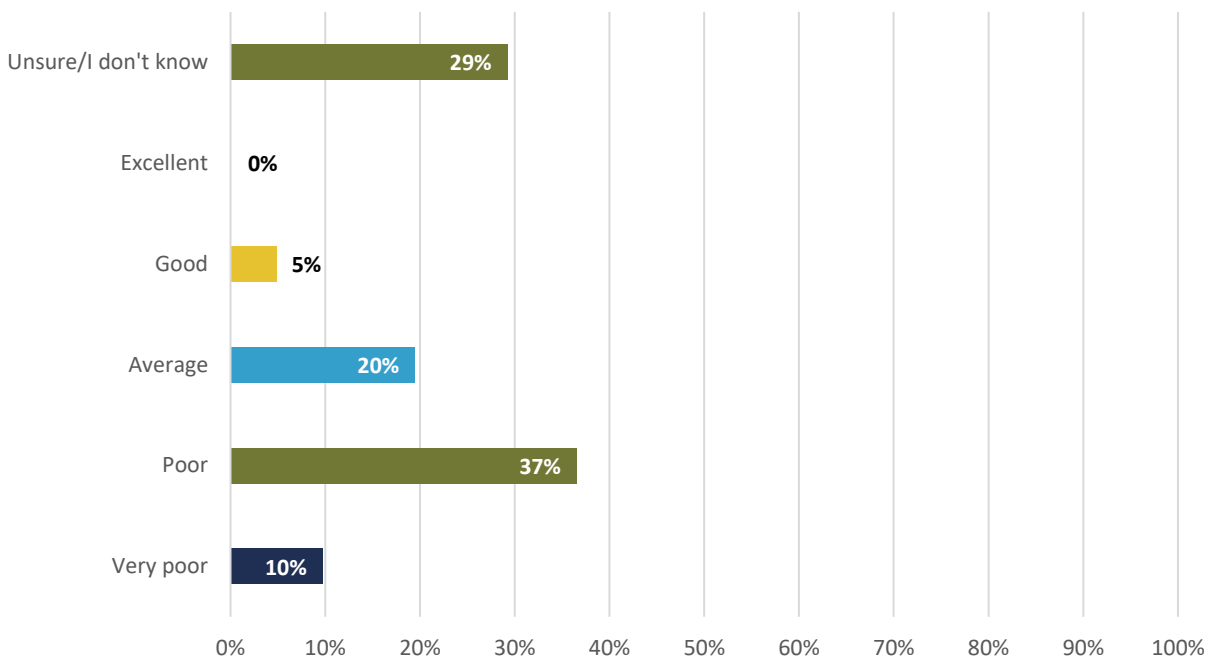
Survey respondents were asked to rate the availability of affordable services such as snow removal or lawn care. A total of 41 respondents provided an answer to this question with 39% indicating that they are unsure. A combined 32% of respondents indicated that the availability of these services is poor (22%) or very poor (10%).



27. The general availability of supports for seniors to stay physically active and fit through programs, services and facilities in Greater West Bench is:

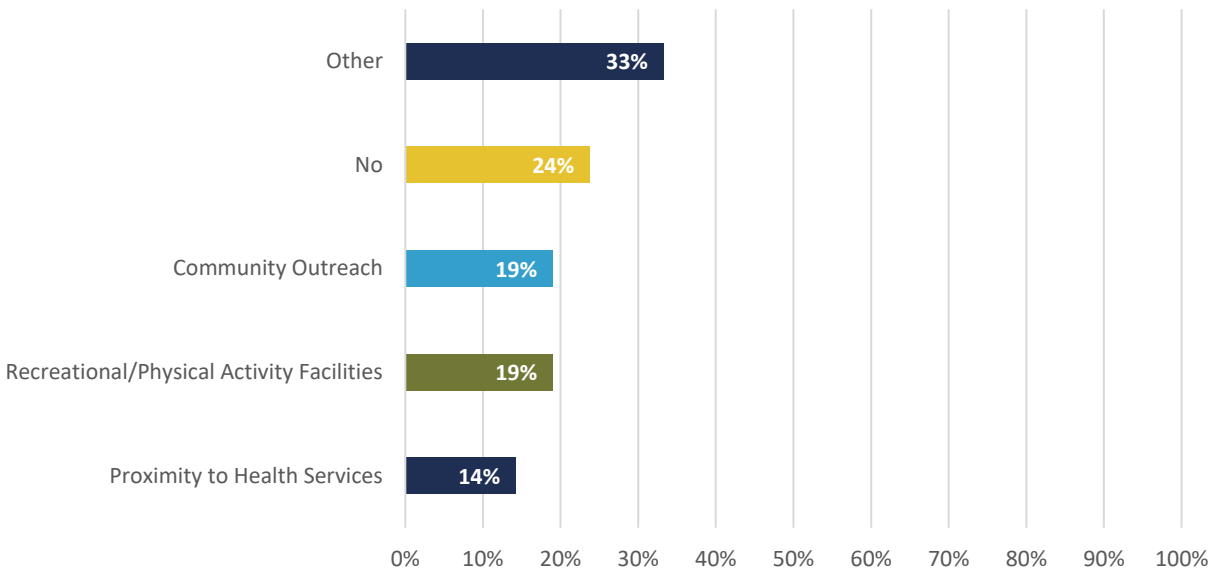
- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

Survey respondents were asked to rate the availability of recreation and fitness programs, services, and facilities for seniors. A total of 41 respondents provided an answer to this question with a combined 47% indicating that the availability of these programs, services, and facilities is poor (37%) or very poor (10%). 29% of respondents indicated that they are unsure.



28. Considering the questions above, can you identify a priority community support and health services issue(s) in your community?

Survey respondents were asked to describe any priority community support and health service issues in Greater West Bench. A total of 21 respondents provided an answer to this question. The responses were categorized into themes as shown in the chart, with verbatim responses provided in the Appendix. 24% of respondents answered that there are not any issues in the community pertaining to this topic. However, some respondents did indicate that they would like to see more community outreach and more recreation facilities (19% each).



Most respondents (33%) provided a response that could not be categorized and so was classified as “Other.” Examples of these comments include:

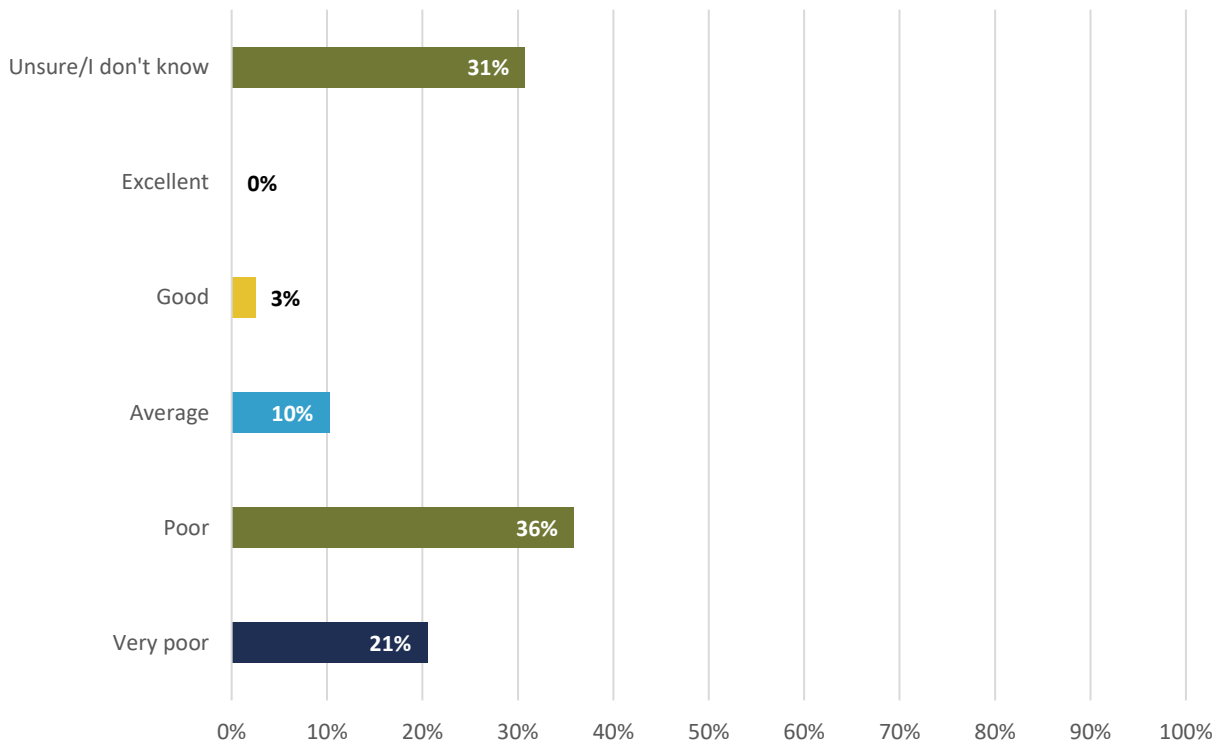
- *affordability of community support and health services is the most important issue.*
- *the activities available in town are usually adequate, but there could be more social interaction type activities here utilizing the school, such as canning classes, gardening classes - that correlate to our lifestyle on the Bench*
- *snow removal and lawn care services*

SOCIAL AND CIVIC PARTICIPATION, COMMUNICATION, RESPECT, AND SOCIAL INCLUSION

29. The opportunities for seniors to be social with other seniors (i.e. through special events, clubs, groups) in Greater West Bench are:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

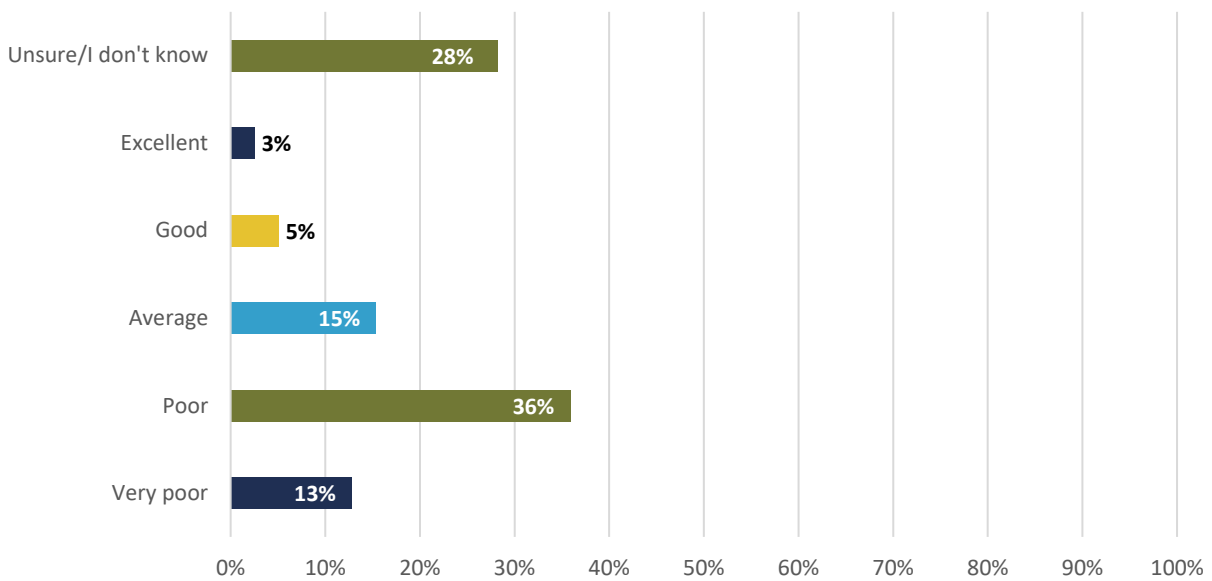
Survey respondents were asked to rate the quantity and quality of social opportunities for seniors in Greater West Bench. A total of 39 respondents provided an answer to this question, with a combined 57% of respondents indicating that the opportunities for seniors to be social with other seniors are poor (36%) or very poor (21%). 31% of respondents indicated they are unsure.



30. The opportunities for seniors to be social with other age demographics in Greater West Bench are:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

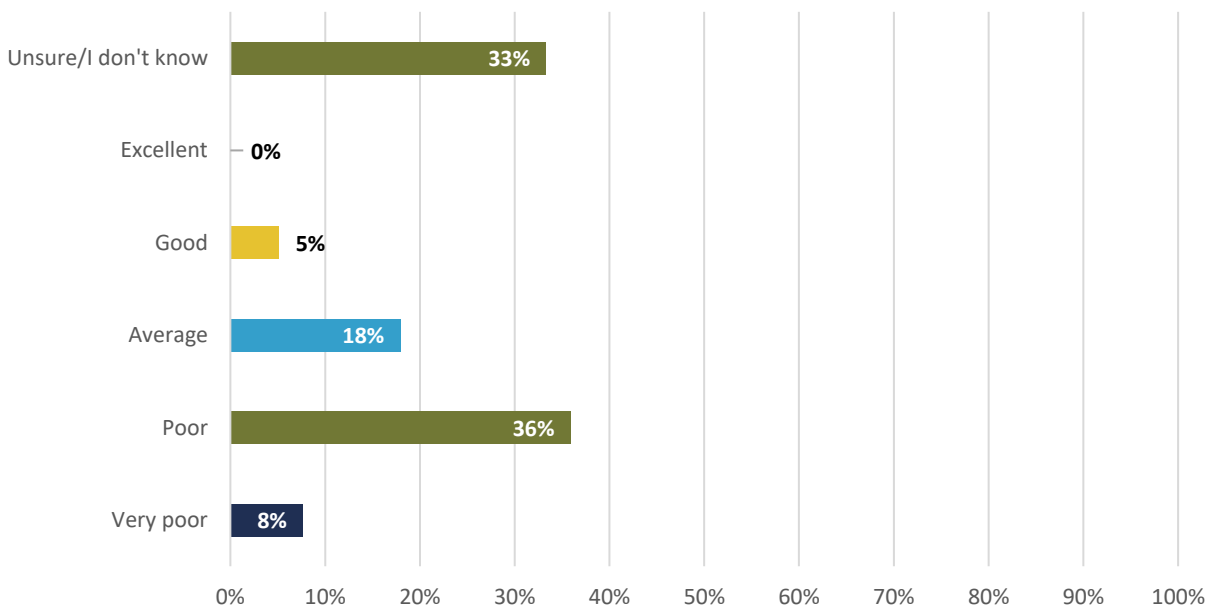
Survey respondents were asked to rate the quantity and quality of opportunities for seniors to be social with other age demographics. A total of 39 respondents provided an answer to this question, with a combined 49% of respondents indicating that these opportunities are poor (36%) or very poor (13%). 28% of respondents indicated they are unsure.



31. The opportunities for seniors to volunteer and engage in the community in Greater West Bench are:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

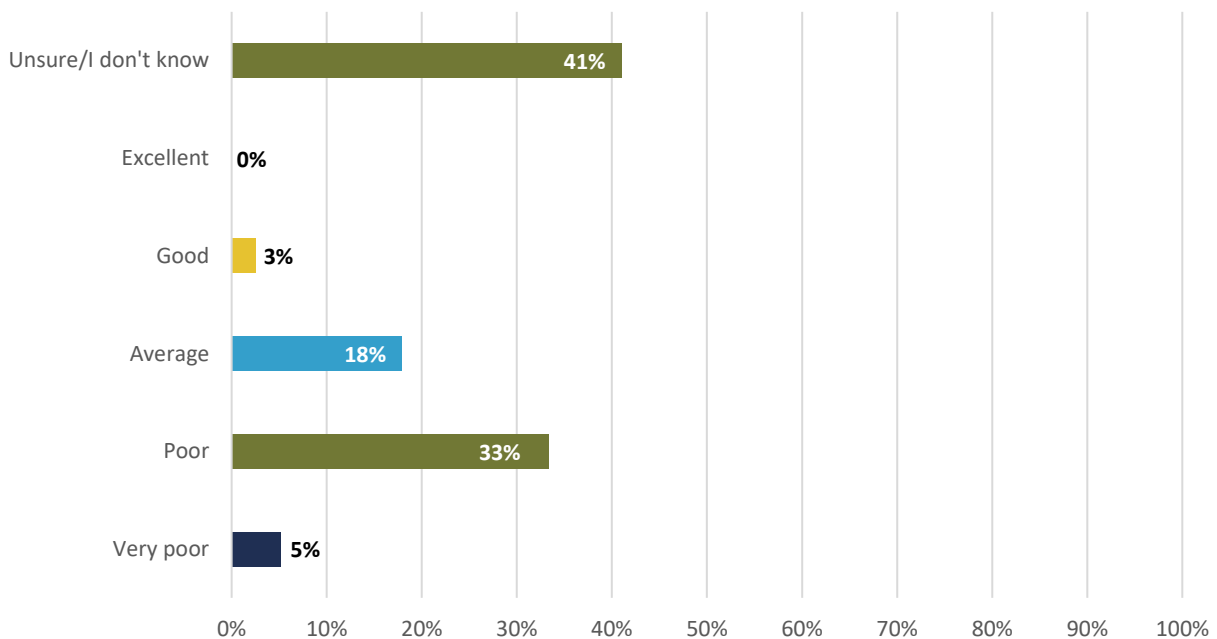
Survey respondents were asked to rate the quantity and quality of opportunities for seniors to volunteer and engage in the Greater West Bench community. A total of 39 respondents provided an answer to this question, with a combined 44% indicating that these opportunities are poor (36%) or very poor (8%). 33% of respondents indicated they are unsure.



32. The opportunities for seniors in Greater West Bench to be part of meaningful groups are:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

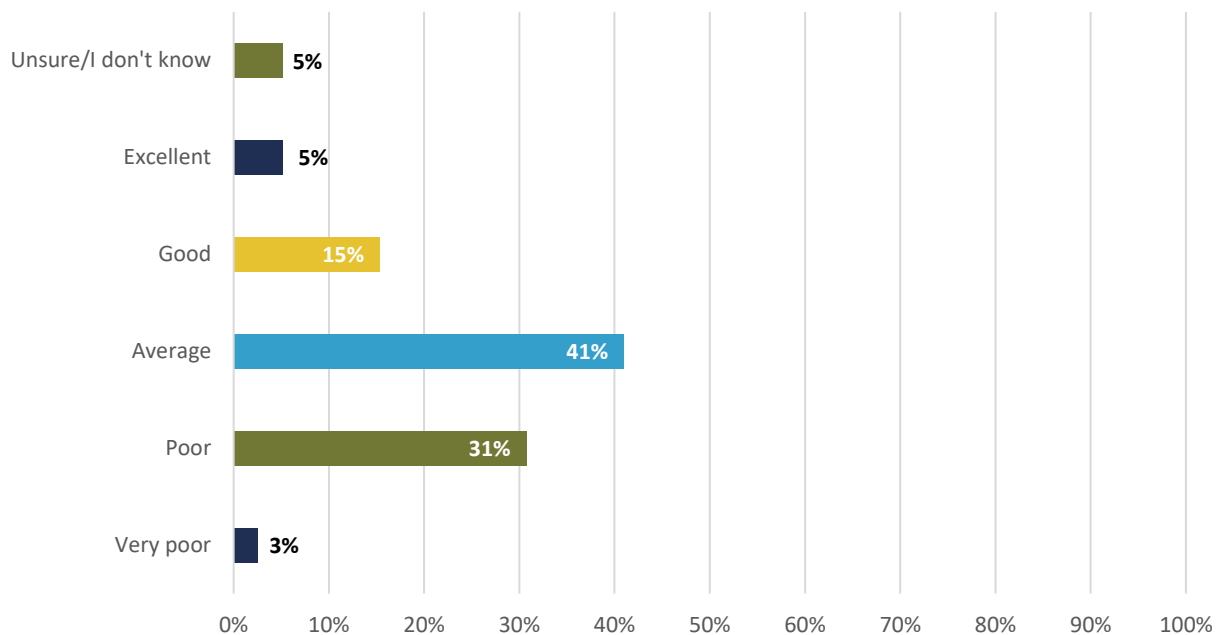
Survey respondents were asked to rate the quantity and quality of opportunities for seniors to be part of meaningful community groups. A total of 39 respondents provided an answer to this question, with 41% indicating that they are unsure. A combined 38% of respondents indicated these opportunities are poor (33%) or very poor (5%).



33. Accessing information about new initiatives, events, and news in Greater West Bench is:

- **Very poor**
- **Average**
- **Excellent**
- **Poor**
- **Good**
- **Unsure/I don't know**

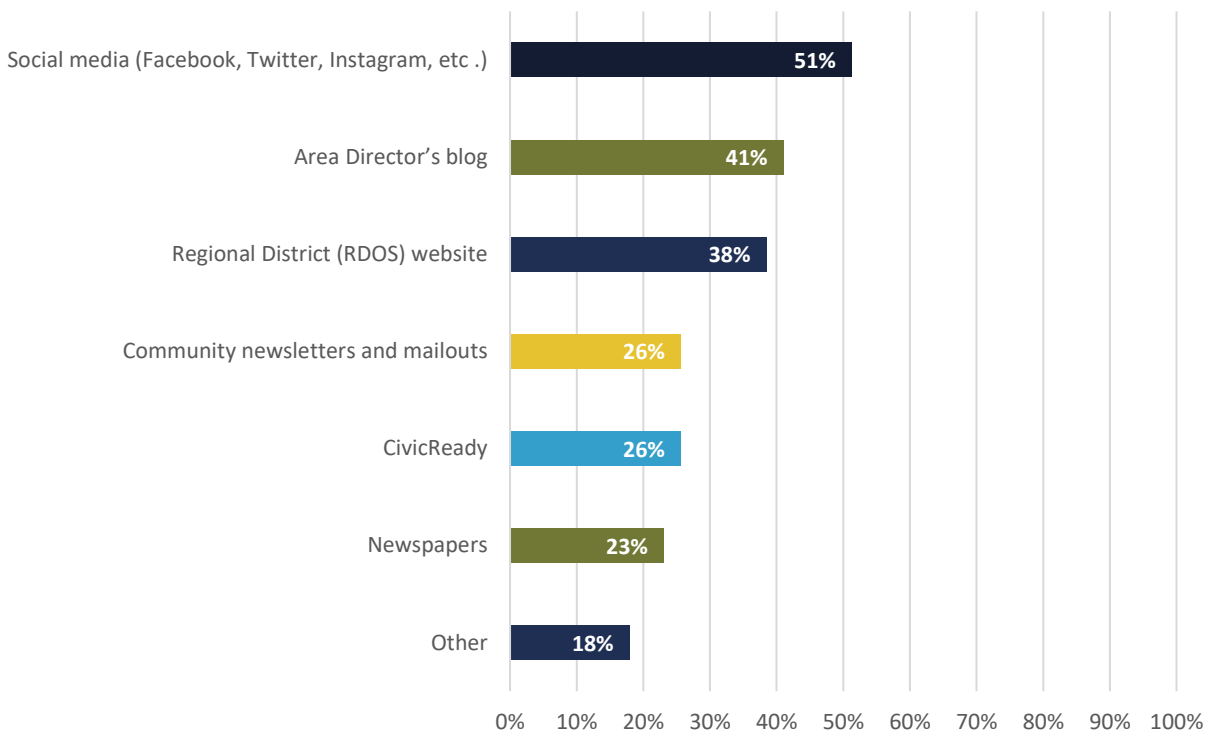
Survey respondents were asked to rate the ease of accessing information about community news and events. A total of 39 respondents provided an answer to this question, with 41% of respondents indicating that the ease of accessing community news and events information is average. 31% of respondents indicated that this is poor.



34. I most often receive information about developments, events, and news in Greater West Bench through (please select all that apply):

- | | |
|--|---|
| <input type="radio"/> Social media (Facebook, Twitter, Instagram, etc.) | <input type="radio"/> Regional District (RDOS) website |
| <input type="radio"/> Area Director's blog | <input type="radio"/> CivicReady |
| <input type="radio"/> Posters | <input type="radio"/> Community newsletters and mailouts |
| <input type="radio"/> Newspapers | <input type="radio"/> Other, please specify: |

Survey respondents were asked to identify all of the channels through which they receive community information. A total of 39 respondents provided an answer to this question with 51% indicating that they receive information via social media, 41% via the Area Director's blog, and 38% via the Regional District's website.

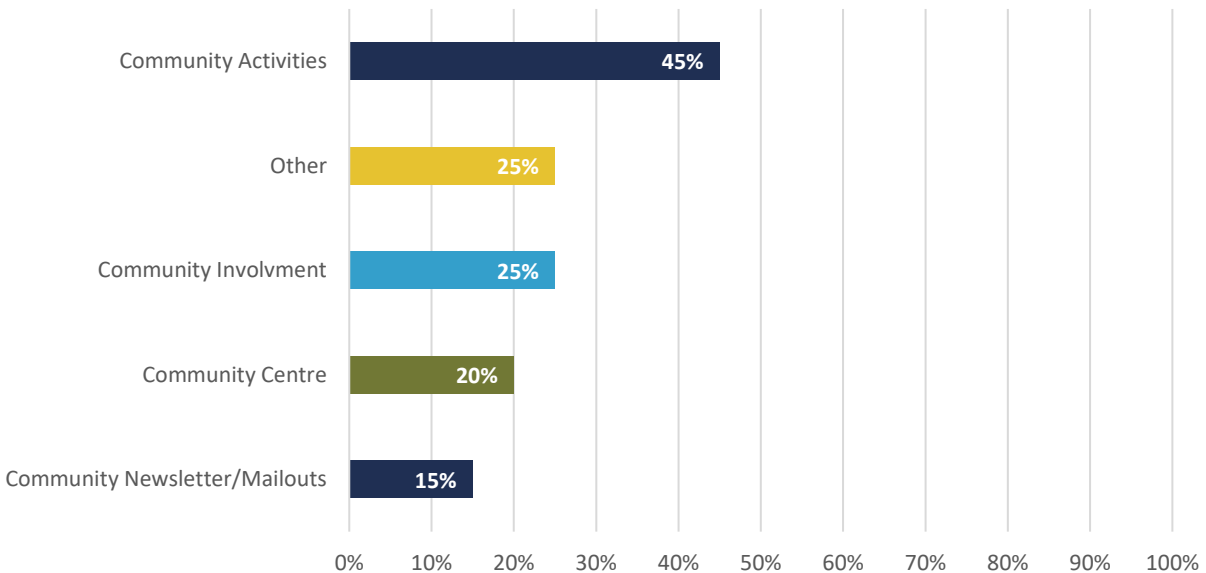


18% of respondents selected "Other, please specify" as their answer. Examples of some of these responses include:

- *We have no community newsletters to my knowledge, so I rely on papers like the Herald and Western News for local information.*
- *neighbour to neighbour interaction*
- *Castanet Internet Website*

35. Considering the questions above, can you identify a priority social and civic participation, communication, respect and social inclusion issue(s) in your community?

Survey respondents were asked to describe any priority social and civic participation, communication, respect and social inclusion issues in West Bench. A total of 20 respondents provided an answer to this question. The responses were categorized into themes as shown in the chart, with verbatim responses provided in the Appendix. 45% of respondents indicated that more community activities should be prioritized.



25% of respondents provided a response that could not be categorized and so was classified as “Other.” Examples of these comments include:

- *A central billboard in Selby Park Could help publicize events*
- *Meeting place*
- *I would be nice to see more expansion of our parks to include a toddler playground and more seating near the playground area so that all ages can enjoy the parks together.*

CONCLUSION

36. Please rank which category you feel needs the most improvement in Greater West Bench, with 1 being the most important and 8 being the least important.

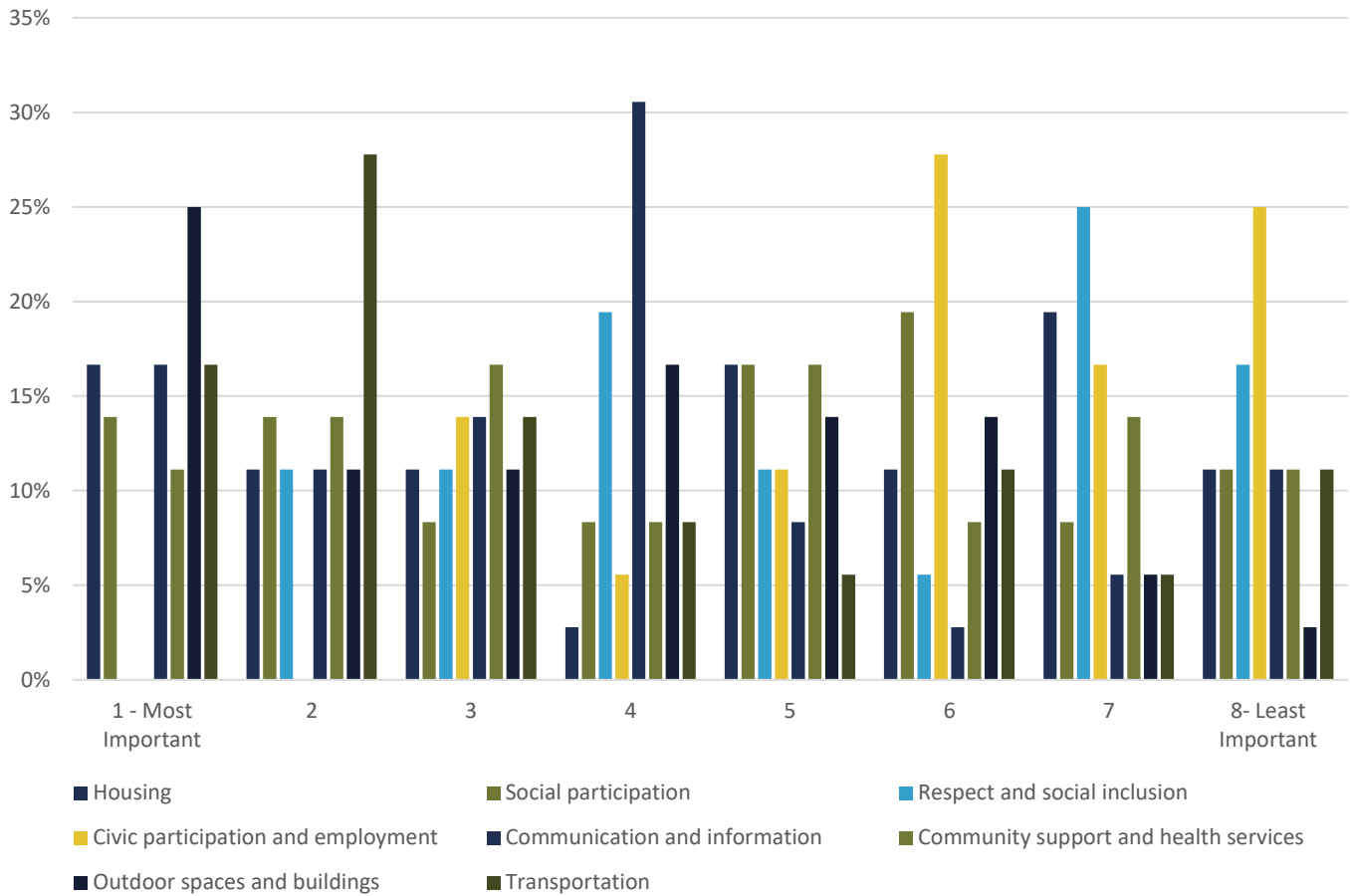
- **Housing**
- **Respect and social inclusion**
- **Communication and information**
- **Outdoor spaces and buildings**
- **Social participation**
- **Civic participation and employment**
- **Community support and health services**
- **Transportation**

Survey respondents were asked to rank the level of importance of each of the eight age-friendly pillars. A total of 36 respondents provided an answer to this question, with respondents ranking the pillars as follows:

1. Most Important: Outdoor spaces and buildings (25% of respondents)
2. Transportation (28%)
3. Community support and health services (17%)
4. Communication and information (31%)
5. Housing; Social participation; and Community support and health services (17% each)
6. Civic participation and employment (28%)
7. Respect and social inclusion (25%)
8. Least important: Civic participation and employment (25%)

	1 - Most Important	2	3	4	5	6	7	8- Least Important
Housing	17%	11%	11%	3%	17%	11%	19%	11%
Social participation	14%	14%	8%	8%	17%	19%	8%	11%
Respect and social inclusion	0%	11%	11%	19%	11%	6%	25%	17%
Civic participation and employment	0%	0%	14%	6%	11%	28%	17%	25%
Communication and information	17%	11%	14%	31%	8%	3%	6%	11%
Community support and health services	11%	14%	17%	8%	17%	8%	14%	11%

	1 - Most Important	2	3	4	5	6	7	8- Least Important
Outdoor spaces and buildings	25%	11%	11%	17%	14%	14%	6%	3%
Transportation	17%	28%	14%	8%	6%	11%	6%	11%

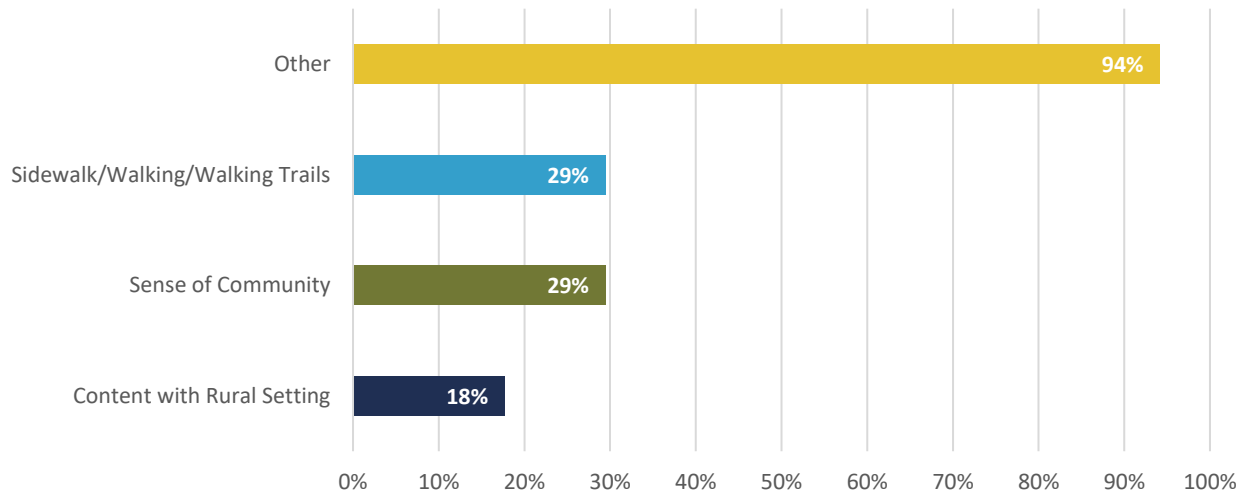


37. Do you have any additional comments?

Survey respondents were asked to provide any additional comments on the topic of age-friendly planning for West Bench. A total of 17 respondents provided an answer to this question. The responses were categorized into themes as shown in the chart, with verbatim responses provided in the Appendix. 29% of respondents indicated that they would like to see more walking infrastructure and an improved sense of community, each respectively.

25% of respondents provided a response that could not be categorized and so was classified as “Other.” Examples of these comments include:

- *I would like to see the tennis court at maripisa park have pickle ball lines painted on it.*
- *I don't use Facebook or Twitter nor am I likely to use it yet it seems to be the most often used way of information being circulated. I would like to see some more reliable way of being informed of what is going on in my neighbourhood.*
- *An annual survey to measure whether there are real improvement is needed, otherwise there is no follow through.*



APPENDIX: VERBATIM SURVEY COMMENTS

INTRODUCTION

1. What age demographic do you belong to?

Answer	Number of Responses
0-18	1
19-34	1
35-44	6
45-54	3
55-64	14
65-74	13
75+	9
Prefer not to answer	0

2. How long have you lived in Greater West Bench?

Answer	Number of Responses
Less than 1 year	4
1-5 years	8
5-10 years	3
10+ years	28
I do not live in Greater West Bench	4
Prefer not to answer	0

3. I live in the following part of Greater West Bench:

Answer	Number of Responses
West Bench	32
Sage Mesa	7
Husula Highlands	5
Westwood Properties	1
Penticton Indian Band	0
Other	0
I do not live in Greater West Bench	2
Prefer not to answer	0

HOUSING

4. I currently live in a:

Answer	Number of Responses
Single family home (owner)	42
Single family home (renter)	0
Apartment/condo (owner)	0
Apartment/condo (renter)	0
Senior specific housing	0
Other	0
Prefer not to answer	1

5. The supply and availability of different housing types and accessible housing in Greater West Bench required to meet the different needs of people aged 65+ is:

Answer	Number of Responses
Very poor	4
Poor	8
Average	14
Good	5
Excellent	0
Unsure/I don't know	12

6. The Canadian Mortgage and Housing Corporation defines affordability as when a household spends 30% or less of their gross income on housing costs. The relative affordability of housing for seniors in Greater West Bench is:

Answer	Number of Responses
Very poor	3
Poor	11
Average	10
Good	3
Excellent	0
Unsure/I don't know	16

7. The availability of housing in Greater West Bench in areas close to community services and amenities required by seniors is:

Answer	Number of Responses
Very poor	7
Poor	15
Average	10
Good	4
Excellent	0
Unsure/I don't know	7

8. I foresee myself relocating from my existing home or Greater West Bench in the next:

Answer	Number of Responses
0 – 1 year	1
1 – 5 years	2
5 – 10 years	10
10+ years	17
Not applicable	6
Unsure/I don't know	7

9. What are the main reasons that you would move from your home or Greater West Bench? (select all that apply)

Answer	Number of Responses
Housing affordability	4
Physical mobility	21
Neighbourhood amenities	10
Family obligations	3
Employment changes	1
I do not want to move from my home	23
Other, please specify	11

10. Do you, or will you, personally require new housing arrangements in Greater West Bench that better meet your current/future needs?

Answer	Count
Yes	7
No	36

11. If you answered “yes” to the previous question, please explain.

We will want to stay in the neighbourhood if possible, but will not be able to manage our large property beyond the age of 75. A smaller, affordable and easy-to-manage home that provides for privacy, outdoor space and independence will be what we are looking for.
Eventually, I will be unable to cope with the physical demands of my hillside property.
I imagine mobility could be an issue
first issue for me is the noise generated by neighbourhood businesses, most of which are not within the provisions of the bylaws, but many operators are not clear what those are - ongoing education would be of assistance. Most of the amenities we currently need are accessible in town. the one issue is that we do have problems with as we age is snow removal for the few snow events we have each winter - it gets more difficult to deal with as we age.
I love living on the WB and plan to stay in my present home as long as possible; however, it is on a hill with all the challenges for maintenance that implies. I would like to see projects on the Bench similar to those in Naramata for people who wish to stay in the area, but need smaller, more age-appropriate places to live.
As we age our housing needs often change.

would consider carriage houses or extensions to existing homes to accommodate ageing relatives

12. Considering the questions above, can you identify a priority housing issue(s) in your community?

I think good transit can alleviate a lot of housing concerns
No
Require bus service Improve existing trail condition of KVR walking area Minimize dust from westhills gravel pit
Property will become too difficult for me to keep up; house too big for future needs
no
Smaller, detached homes with yard space, privacy (and a nice view) that are easier to manage and all on one level will be in greater demand as the cohort ages.
No, because we're a single-family development, and if you want to add apartment blocks with elevators for senior living, all the roadways will have to be upgraded to accommodate the traffic, and public transportation to accommodate those who no longer drive. Keep it single-family dwelling.
Affordable seniors accomodation would be welcome.
Too many rental properties With inadequate parking Causing safety and traffic issues for drivers and pedestrians
Public access to amenities in Penticton
Should be allowed to subdivide large properties so children could live closer
Public transportation
The area is appealing because it feels rural. This means larger properties and few amenities - it did once have a neighborhood store, which I supported-. As folks age, managing larger properties can become difficult, and , with no public transit, driving is a necessity, and that also is often problematic as folks age. the ability to put caregiver or in-la suites in the homes could make that easier, but with systems on septic, could be problem, and sewer is too expensive without increasing density, which would spoil the neighborhood. The only solution I see would be to deal with transportation issue, and perhaps a community gathering place (at the school?) where some services/programming could be provided.
We can not walk to ammenities
affordability for families moving in. ability for seniors and other family units to share dwelling space or locations
A priority housing issues for me will be that, as some time or other, I will not be able to manage at my home alone. But do not have sufficient resources to have assistance with household and yard chores on a regular basis. Having an affordable help system that would allow me to stay in my home would go a long way to allowing me to stay here at less cost to the public of having me move into a care facility elsewhere.
Allow families to build inlaw suites. Allow 2nd kitchens so seniors can still keep some independence when living with extended families.
lack of diversity and affordability
Some people have a secondary suites to use for a caretaker that would assist seniors in staying in their homes. Transportation to and from medical appointments could also become an issue
One or more low-rise purchasable condo units - or rental apartments - for GWB residents wishing to stay in this area, but in need of more age-appropriate housing. These should have space for gardening and ready access to pleasant outdoor areas.

No
Would be nice to be able to have a carriage house to move into and let adult children take over acreage.
No
Senior Home
NO
Carriage house or tiny house options for relatives or family
I am happy here but there are only single-family large lots with irregular or no bus service, so this is not a good rental area for seniors, or for seniors with mobility issues. With few properties available for development, it's unlikely to envision how this area could become more senior-friendly for those who seek housing.

TRANSPORTATION

13. How do you most often travel in and around Greater West Bench?

Answer	Number of Responses
Walking	6
Cycling	2
Car	32
Public Transportation (handy-dart, bus, carshare, etc.)	0
Mobility scooter/wheelchair	0
Other, please specify	1

14. The availability, reliability, and affordability of public transportation options for seniors in Greater West Bench, such as handy-darts, buses, and volunteer drivers, is:

Answer	Number of Responses
Very poor	10
Poor	17
Average	3
Good	1
Excellent	0
Unsure/I don't know	10

15. The conditions of roads and sidewalks in Greater West Bench for travel by walking, cycling or wheelchair/scooter are:

Answer	Number of Responses
Very poor	5
Poor	14
Average	16
Good	3
Excellent	1
Unsure/I don't know	2

16. Driving on the roads and reading the road signage in Greater West Bench is:

Answer	Number of Responses
Very poor	0
Poor	1
Average	23
Good	13
Excellent	3
Unsure/I don't know	1

17. A pedestrian corridor was built from Highway 97 to Westwood Properties for ease of walking, cycling, and using wheelchairs/scooters. Would additional corridors like this one assist you in travelling throughout Greater West Bench?

Answer	Number of Responses
Yes	23
No	8
Unsure/I don't know	10

18. Considering the questions above, can you identify a priority transportation issue(s) in your community?

No
Require bus service require more cycling lanes improve KVR trail portion to channel parkway
Need for small buses to help with transport to the downtown bus service
Small bus that could be booked to enable getting down and up the hills to link with Pentiction public transport
no
A safer walking route along West bench road
We need a bus service up here so that we don't always have to take the car to go even short distances. A hop-on, hop-off bus that circulates regularly would be very useful. Note that there are very few sidewalks in the West Bench, so walking is more problematic than it should be.
No. I don't think enough people presently living in our single-family development where we presently need to drive would use public bus transportation to make it feasible.
Improve the KVR rail trail
Answered previously
Bus to shopping medical appointments in town
mostly, aside from recreational walking in he area, mostly I am travelling to town for groceries, meetings, services, etc. Thinking about ebike, but limit to goods one can carry, and not sure about winter- and, bike is still a pricey option. Bus could be useful if it was well connected to downtown service- problem is in the timing, and length of time transit would take to reach destination- a 2 hour trip to doctor's office, with wait and transfers would not be a good option for any senior. Perhaps something like Handidart with regular service times, booked stops, reasonable cost would work (makes 3 trips daily, up and down at specific times, call for a ride)
It's hard to walk very far

Shared walking/cycling pathways throughout West Bench.
Walking is a priority transportation issue for me
Bus service
walkability
it would be helpful to have more permeable walking routes in the area - Bartlett Drive is busy and not choice walking. opportunities to connect roads could be negotiated on strategic lots to create these creating walking loop opportunities and diverting people off Bartlett between the bridge and West Bench Drive. Also, it would help parents get their kids to school rather than walking around or making ad hoc arrangements with property owners, or just trespassing.
Public transportation into the GWB area especially to and from Penticton.
a regular bus route to a few shopping areas in Penticton and back
No
No
Need for bussing
Cars parking in bike lanes and on sidewalks make it difficult to walk or bike safely. The bike paths and sidewalks regularly have a large amount of gravel on them making it unpleasant to walk or bike on them. They need cleaning more often!
Dangerous left turning lane from highway 97 to West Bench because many drivers ignore the no U-turn sign.
bus
MORE CYCLING LANES
Repair and connect the KVR trail to Penticton and Summerland
Paint a centre line along along Russet and Sunglo Drive. Cars often drive in the middle of the road and are a hazard. Also some vehicle owners park trailers and recreational vehicles on the street for months at a time obstructing traffic, even though all properties have driveways.

OUTDOOR SPACES AND BUILDINGS

19. The accessible features (ramps, wheelchair accessible doors, door open buttons, accessible washrooms, benches/seating, etc.) on buildings and in public spaces (bus stops, sidewalks, roads etc.) in Greater West Bench is:

Answer	Number of Responses
Very poor	5
Poor	6
Average	9
Good	5
Excellent	2
Unsure/I don't know	14

20. The availability of public washrooms to access and use throughout Greater West Bench is:

Answer	Number of Responses
Very poor	8
Poor	12
Average	4
Good	10
Excellent	1
Unsure/I don't know	6

21. Accessibly designed infrastructure (senior friendly paths, trails, lighting, equipment, etc.) in parks and outdoor recreation areas in Greater West Bench is:

Answer	Number of Responses
Very poor	7
Poor	8
Average	11
Good	8
Excellent	1
Unsure/I don't know	6

22. Getting around Greater West Bench during winter and winter conditions (snow, ice, etc.) for seniors is:

Answer	Number of Responses
Very poor	7
Poor	11
Average	16
Good	2
Excellent	1
Unsure/I don't know	4

23. Considering the questions above, can you identify a priority outdoor spaces and buildings issue(s) in your community?

Would love to see the north school ground area utilized for a walking pat senior friendly exercise equipment & perhaps a dog park as well
Need more than just Mariposa Park
Need for a meeting place with indoor and outdoor space for seniors with the amenities listed above.
no

The features you identify above do not seem to exist in West Bench. I am not sure really what you are referring to. I have not seen any buses or public washrooms except in one park where the washroom was closed because of the Pandemic. There are very few parks and you have to walk on roads that have no sidewalks to get there. The KVR trail provides some relief, but it isn't ideal for everyone. For example, people ride motorcycles on the trail. Cars often travel at high speeds on our streets. There should be speed limits and signs posted advising drivers to slow down.
It would be nice to have a portable toilet at the parks in the summertime. Without one, time spent is short because you have to leave to go home for your children to use the bathroom.
Sidewalks
Benches to sit on along the main road from the highway to the top of West Bench for people who walk, ride bikes, wheelchairs, strollers, etc.
central meeting space/info centre
lighting is fine; just need safer options for walking/cycling -- dedicated and shared pathways for this mode of transport. Keep traffic calming measures such as the narrow bridges, and narrow roads and implement traffic calming measures in areas where people speed (eg) up Bartlett. It's essential with heavy trucks using the roads to create safe walking/cycling spaces
I walk regularly, but can only walk at the edge of the road because there is no other way to get around. this can be especially difficult in winter because snow and ice cover any walking space along roads.
Sidewalks are needed
in previous comment space I identified the snow removal on personal property as a problem - even access to businesses that do this is a problem.
The walkway from Hwy 97 up to Westwood is excellent and the walking-biking-riding space along WB Dr. fulfills much the same purpose. Solar lights similar to those along the new walkway would be good to have along the west side of WB Dr. also and a continuance of the roadway space and lights along Hyslop, at least to the bridge at Sage Mesa Dr. Although there is no park at the north end of the WB or SM, a public washroom would be an excellent addition to that area.
The roads have always been very well taken care of during the winter. Past 40 years. No issues at being able to get around.
Pickleball courts
No.
Better signage and website image URLs for access to more information.
Street light are a concern I can't believe how many light are on the hill coming up half the amount would be enough and the rest of the roads have poor lighting
GETTING RID OF ICE
Since we are a rural community with most homes living on 1/2 acre or larger most residents do not require public outdoor spaces. we could use more indoor activity spaces
The KVR trail is in poor condition and would be a great asset if fixed. Additional walking/ biking trails could be improved
The KVR trail ownership and maintenance needs to be resolved since it is such a heavily used recreational corridor.

COMMUNITY SUPPORT AND HEALTH SERVICES

24. The ability for seniors in Greater West Bench to access physicians, nurse practitioners and other health care practitioners when needed is:

Answer	Number of Responses
Very poor	5
Poor	7
Average	13
Good	8
Excellent	1
Unsure/I don't know	7

25. The general availability of social support services available for seniors to maintain or regain their mental health and wellbeing in Greater West Bench is:

Answer	Number of Responses
Very poor	4
Poor	4
Average	10
Good	4
Excellent	0
Unsure/I don't know	19

26. The general availability of affordable services to help seniors and persons with disabilities, such as snow removal or lawn care, in Greater West Bench is:

Answer	Number of Responses
Very poor	4
Poor	9
Average	11
Good	1
Excellent	0
Unsure/I don't know	16

27. The general availability of supports for seniors to stay physically active and fit through programs, services and facilities in Greater West Bench is:

Answer	Number of Responses
Very poor	4
Poor	15
Average	8
Good	2
Excellent	0
Unsure/I don't know	12

28. Considering the questions above, can you identify a priority community support and health services issue(s) in your community?

No
No social rec facilities required Need physical exercise facilities
Transport to downtown area, community building apart from West Bench School where seniors can meet with some support services
no
Pickleball? Seems pretty popular with the old folk
This is a rural community. As far as I am aware all support and health services are in Penticton city, which is why many seniors move to town as their health and mobility decreases.
As far as I know, such things do not exist in West Bench so it is not possible to prioritize.
No.
a community centre would be good
better way to make info about services available- most services will need to be in town- though, if there were a meeting place, there is the potential for outreach
affordability of community support and health services is the most important issue.
There is only Interior Health Home Support Service available if the seniors have applied to be in the system. It is a very good program.
the activities available in town are usually adequate, but there could be more social interaction type activities here utilizing the school, such as canning classes, gardening classes - that correlate to our lifestyle on the Bench
I'm not sure of the sense of this and the above questions since all our physical and mental health services are in Penticton and I have to assume that seniors in the GWB have similar access to these services as do people in Penticton. If the questions mean 'in the GWB area' then of course we have none.
I really do not know. Have not needed.
No
Knowing where to find the available support and health services.
snow removal and lawn care services
OUTDOOR GYM/ GOLF NETS
Develop an area or park for senior recreational activity
Help seniors by providing contacts of the people/businesses who provide transportation, lawn and garden care, snow removal, etc.

SOCIAL AND CIVIC PARTICIPATION, COMMUNICATION, RESPECT, AND SOCIAL INCLUSION

29. The opportunities for seniors to be social with other seniors (i.e. through special events, clubs, groups) in Greater West Bench are:

Answer	Number of Responses
Very poor	8
Poor	14
Average	4
Good	1
Excellent	0
Unsure/I don't know	12

30. The opportunities for seniors to be social with other age demographics in Greater West Bench are:

Answer	Number of Responses
Very poor	5
Poor	14
Average	6
Good	2
Excellent	1
Unsure/I don't know	11

31. The opportunities for seniors to volunteer and engage in the community in Greater West Bench are:

Answer	Number of Responses
Very poor	3
Poor	14
Average	7
Good	2
Excellent	0
Unsure/I don't know	13

32. The opportunities for seniors in Greater West Bench to be part of meaningful groups are:

Answer	Number of Responses
Very poor	2
Poor	13
Average	7
Good	1
Excellent	0
Unsure/I don't know	16

33. Accessing information about new initiatives, events, and news in Greater West Bench is:

Answer	Number of Responses
Very poor	1
Poor	12
Average	16
Good	6
Excellent	2
Unsure/I don't know	2

34. I most often receive information about developments, events, and news in Greater West Bench through (please select all that apply):

Answer	Number of Responses
Social media (Facebook, Twitter, Instagram, etc .)	20
Regional District (RDOS) website	15
Area Director's blog	16
CivicReady	10
Posters	1
Community newsletters and mailouts	10
Newspapers	9
Other (please specify)	6

Other (please specify) Answers	Number of Responses
Castanet Internet Website	1
Westbench Community Forum on Facebook	1
Other Newspapers	1
Email	1
word of mouth	2

35. Considering the questions above, can you identify a priority social and civic participation, communication, respect and social inclusion issue(s) in your community?

A central billboard in Selby Park Could help publicize events
We don't often have much going on in West Bench for social participation other than walking our dogs or taking grand children to the parks, etc.
Need for social activities centre (ie the school)
Meeting place
Very difficult time to be asking this question - many seniors-related opportunities are on hold due to Covid. I normally volunteer as a co-leader with the Penticton Seniors Drop-In Centre, but it being closed has put a big crimp in that.
The West Bench is not really a "community." There are no outdoor facilities where people can gather and participate in activities -- like a park with a bandshell for concerts and gatherings, art-in-the-park, garage sales, etc. Even a cafe with a large patio would help.
No.

a community centre would help
West Bench does not feel like a community- seems to have no identity or cohesiveness., though there are good neighbor relationships that develop. there's a horse community- looks after the riding ring
The school is a focal point for community involvement. We could use this asset to even greater advantage and to rally different generations together. More of a multi-purpose community building. It also needs to be easier to use this facility... easier booking/insurance such as at community centre etc.
There must be people who would benefit from interacting socially with each other, but there seems to be no way of connecting with each other - and I mean connecting with each other in meaningful ways about social issues.
Mailouts, all seniors get mail.
some seniors are not as much on the internet. Being inclusive and making sure messages get out to ALL and are taken seriously may still need to be done by hard copy mailouts periodically; otherwise RDOS is only governing portions of the population.
As with the health services questions, I'm puzzled about what is expected here since we have no social or civic centre in the GWB area. Thus, aside from the occasional meeting at WB School to which anyone can come and it's generally well attended by seniors, there are almost no opportunities within the community to take part in issues and events that might be good for bringing together the different generations as well as for seniors/
No
There is no community centre so it is hard to organize events
We are very close to Penticton and I think most residents volunteer and socialize in community groups in Penticton. I would be nice to see more expansion of our parks to include a toddler playground and more seating near the playground area so that all ages can enjoy the parks together.
In addition to political issues that are handled by the RDOD, we need a community newsletter (maybe edited by volunteer seniors)
SHOULD HAVE AGE GROUP GET TOGETHERS FOR BBQ/ WALKS/ CYCLING/SWIMS
I have no idea if some seniors are isolated here. Since this is largely an upper-middle class area without a commercial or recreational hub, it is difficult to see how to improve social and civic participation.

CONCLUSION

36. Please rank which category you feel needs the most improvement in Greater West Bench, with 1 being the most important and 8 being the least important.

	1 - Most Important	2	3	4	5	6	7	8- Least Important
Housing	6	4	4	1	6	4	7	4
Social participation	5	5	3	3	6	7	3	4
Respect and social inclusion	0	4	4	7	4	2	9	6
Civic participation and employment	0	0	5	2	4	10	6	9
Communication and information	6	4	5	11	3	1	2	4
Community support and health services	4	5	6	3	6	3	5	4
Outdoor spaces and buildings	9	4	4	6	5	5	2	1
Transportation	6	10	5	3	2	4	2	4

37. Do you have any additional comments?

A sidewalk along Westbench Drive would improve safety and transportation
I do not think the people who drafted this survey have ever been to west bench -need a senior facility -need more walking trails (KVR is in very poor condition)
It occurs to me that, being somewhat adjunct and reliant on the city of Penticton for how it's perceived and defined, the RDOS does not really have a physical centre of gravity beyond its office - for example, no defining public space. Hard to think of it in terms of a "community" in that regard. Maybe that's not a problem - just an observation.
We live in a semi rural area by choice, we don't expect to have the level of convenience that is found in urban ao suburban areas.
If you want West Bench to be a "community" you will need to add places where residents can gather and meet, like coffee shops with patios, parks with shelter and a band shell for music performance and participation, public events for automobile enthusiasts, bicycle repair/tune-up

events, encouragement of walking clubs, bird watchers, horticultural or naturalist tours, more small public parks, more walking paths, senior's centre or community centre, and shuttle buses.
I like our rural settings, no sidewalks, no street lighting, no high-density apartments or condos.
no
Unable to answer question 35 as I am content at the present time what isn't available here is only a five minute drive to Penticton
I would like to see the tennis court at Maripisa park have pickle ball lines painted on it.
I would hate to see the area "developed" with more housing, which would spoil the ruralness. I think there are some issues which will always be problematic with this type of rural area that folks have to accept when they choose to live here- however, I think anything which will make it easier for folks to meet and develop a feeling of belonging in community would be very welcome
If you increase safety for walking/cycling, make it easier for community to come together around school or other community building, while having an effective and interactive communication channel -- this would help seniors and everyone!
I don't use Facebook or Twitter nor am I likely to use it yet it seems to be the most often used way of information being circulated. I would like to see some more reliable way of being informed of what is going on in my neighbourhood.
Outdoor Spaces (1) - Sidewalks Transportation (2) - Bus Service
I am very glad that this initiative is underway for the GWB; most important for all of us, but especially those who are seniors, but dread having to leave the community because of a lack of appropriate facilities in the area. I would like to have some of these questions refined as a few do not seem to apply to our area, or at least given the circumstances are almost impossible to answer with any specificity; eg. health services, community programs, etc.
An annual survey to measure whether there are real improvements needed, otherwise there is no follow through.
NO
Would be good to have some social events in the West Bench to encourage a greater sense of community.



Appendix B

Draft Plan Review Comments



DRAFT PLAN REVIEW - PUBLIC COMMENTS

FEEDBACK FORM

A draft version of the Greater West Bench Age-Friendly Plan and a document summarizing its contents was posted on the Regional Connections page on January 20th, 2021 for public review. Members of the public were encouraged to provide comment on the draft through completion of a feedback form that was open from January 20th to February 15th, 2021. A total of 17 feedback forms were submitted. The verbatim comments provided are included below.

Q1: WHAT DO YOU LIKE ABOUT THE DRAFT AGE-FRIENDLY PLAN?

VERBATIM COMMENTS:
It was very comprehensive.
Wtf is this all about seniors? By age friendly do you mean seniors only? It would be great if the district paid attention to the needs of families. We are a young couple that have a toddler who is going to grow up in Penticton. This is ridiculous.
The upgrade to the KVR and sidewalks and public transportation
Improving trails and roads for walking and cycling Working with School division to utilize the school for senior recreational and social activities Initiating and improving public transportation to the area Developing and distributing a community "service provider" listing Allowing caregiver or in-law suites to existing homes (ie. second kitchen in suite)
The concept of more user friendly walking trails and addition of washroom facilities
It covered a great variety of issues that people face living here...many positive..some negative but well rounded in all that was requested..
<ul style="list-style-type: none">- the focus on keeping people living in their homes as long as possible- the acknowledgement that most people in the GWB area are strongly in favour of keeping the uncluttered, semi-rural character intact- acknowledgement of the urgent need for public transportation to reduce use of cars
The statistics about age are interesting.

Very thorough
Aging in place/community activities such as classes offered in a community setting
Diversified housing options
Good
It is great 👍. Westbench liked a deep sleeping lion. We hope it will wake up soon.
age-friendly plans should be great to help the land use and community development
Consideration for carriage houses etc.
There is a good focus on transportation.

Q2: IS THERE ANYTHING WE MISSED?

VERBATIM COMMENTS:
Can't think of anything
Yes. Children and young families. How about events for kids, better playgrounds, walkways, water slides etc.
Maybe but I can't identify any one thing in particular

We live at the very end of West Bench Drive. There are no street lights where we live, so if and when we visit neighbours in the evenings, we are walking in utter blackness back home...it is not only dangerous, but also frightening when we have warnings of bear in the area. This means that to visit a neighbour next door, we actually have to drive over in order to feel safe.

Secondly, living where we do, we have a bird's eye view of the Kettle Valley Rail Trail. In your document, you stated that the trail was "maintained by the Penticton Indian Band". That is so untrue! We have lived here for 13 years, and have not once seen any effort by anyone to maintain the trail, to remove downed trees, or anything of that nature. Also, as most people walk past our home to access the trail from the north end of West Bench Drive, they have to walk on a rocky, dangerous, and weedy footpath that is very very dangerous.

You mentioned improving the parking access directly across from the WOW Gold Course to facilitate people who wish to walk or cycle on the trail. We have personally watched (and reported) as the owner of WOW Golf Course drove over to that access on his golf cart, with a large bag of glass that he then proceeded to break even more and spread across the access road to the Kettle Valley Trail. To our knowledge, he was never fined for that deliberate sabotage, and the RDOS had to send over work crews to clean it up.

Finally, the Kettle Valley Rail Trail is a beautiful trail that is utilized by so many..walking, cycling, riding horses...one thing that occurs far too often and is very disturbing is the number of "dirt bikers" or motorcyclists who rip up and down that trail...endangering many who are enjoying a leisurely walk and who may not be able to get out of their way fast enough. We should ban motorized vehicle from utilizing that trail. Heck, we even have people driving their vehicles on that trail to access homes on Sage Mesa. That has to stop if the trail is to be safe for everyone.

Not that I can think of...one thing that is a drawback for not just seniors but many is that food delivery is not available to any shut ins...like pizza, Chinese, Skip the dishes...as soon as places here it is Westbench then it is a no...

I would like to see some creative ideas for how older people living on large properties can be assisted in maintenance such as lawn care, snow removal, cleanup, etc.. If the aim of allowing more suites and carriage houses is to encourage rental to caregivers and others who can help with such chores, it's a start, but perhaps there are other ways of achieving the end on a community level; perhaps a pay-as-you-go community/RDOS contract with someone - likely a small, local company or an individual living in the same area - to do such property maintenance work.

No
The kvr trail is a fantastic seniors exercise path for walking or biking but is in terrible shape. Needs serious upgrades and I realize the Indian Band is a stakeholder in this sort of upgrade. I would like to see collaboration with the band and rdos (and possibly railroad company still has a stake??) to makethis trail all that it has the potential to be. I volunteer to sit on a committee to make this happen.
No
Sidewalk and lights, storm sewer system, city housesewer system . Those are basic things .
It is not good thing if everything is included. There are important thing we need to do are road sidewalks, road lights and storm sewer system, Public transportation. We don't want to see any public service centers or houses become homeless centers.
residences and population should be increased to help development with incresed revenue
Keep the school open and invite more seniors to participate in reading, art, music, sports programs once covid is over. Build a new sports facility on the north lot of the school for a mix of senior and everyone else events. Indoor or outdoor rink, pool, community activities. etc.
Would prefer to also see speeds reduced along Bartlett Dr from West Bench Dr to West Bench Road. This is a street which pedestrians often need to follow to get in and out of the community. It is a very busy street which would benefit from calming somehow. It would be nice if the trucks could have a separate route in and out of the community but I guess that may not be possible.

Q3: PLEASE PROVIDE ANY ADDITIONAL COMMENTS YOU MAY HAVE ON THE DRAFT PLAN.

VERBATIM COMMENTS:
It's a great plan!
A very thorough draft
I'm sorry, I put all my comments in #2. However, I would like to commend those involved in the development of this plan, and thank everyone involved for working to make our beautiful community safer and more enjoyable.
We live here because of the rural location. We are fairly close to Penticton facilities. They are only a few minutes drive away. The addition of services in any central location would still require driving from many homes. Not sure this would be an advantage. Due to the size of most residences and properties, the cost of purchasing requires home owner to be reasonably affluent, hence they would be more likely to use taxis for travel than a bus. One needs to be somewhat realistic about ageing (i am in my 70s) and recognize that you may not be able to remain anywhere forever. Having said that it would be reasonable to add a few amenities to make life easier as residents age.
It's hardly a new idea, but I would very much like to see the RDOS and SB67 come to an agreement so that the school and grounds can be used as a community centre rather than just for one-off events. It would bring the community together more regularly, including the different generations living here, and provide a much needed centre for recreational, educational, and social interactions. It might save the school as just that too!
It is fair to note, that most people will move to town when they cannot manage up here on the west bench anymore. Maybe providing bus service for the Seniors here, to get to the Seniors centre in town would provide support, camaraderie and the other services. You note that services are available, perhaps listing them would be good. Thanks.
It would be good to have one level homes like Redwing and Skaha Hills for seniors to move into as they find it difficult to maintain larger homes. At one point, Peter Brosyard was designated residential (I believe it still is). Now might be a good time to revive plans to build new homes on this site. It would also make it more cost effective to extend City of Penticton water to Westwood Properties.
Low carbon print and environmental friendly should be considered in Age-friendly community

We can pay more tax on what we have.
. How can keep the big size property in good maintenance condition in dry summer season ?
in general I agree and second the plan
Work with the PIB on Community events.
Good job!

COMMUNITY PRESENTATION

In addition to the survey, members of the public were allotted another opportunity to provide their feedback on the draft age-friendly plan through attendance at a Community Presentation held on February 3rd, 2021. The presentation was hosted virtually on Zoom and was advertised through the Regional Connections site, as well as the RDOS website. At the meeting, context was provided on age-friendly planning, the purpose of the project, and the key recommendations outlined in the draft plan. The presentation was ~40 minutes and participants were given an opportunity to provide input and ask questions in the final 20 minutes of the meeting. A total of 8 individuals attended the meeting (excluding RDOS staff and the Area Director).

A generalized version of the oral comments provided at the meeting are outlined below:

- Include advertisements of local services in community newsletter.
- Consider adding a commercial kitchen to the school for community programming and events. This was done in Okanagan Falls.
- Harvesting fruit growing on private property is a challenge for seniors. BC Tree Fruits has a picking program where staff will come to an individual's property and pick the fruit for free. They will take 2/3 of the fruit and leave the owner with the rest.
- Working with School District No. 67 to get a shared-use agreement of the school is important as it will allow for social gatherings and further use of the north field at the school.
- Having a community garden at the school would be nice because it would be a great social activity for residents and would also address food security challenges.
- Some examples of recreational group programming that would be nice to have in the community include: snowshoeing, biking on the KVR, walking and dog-walking, and running.

- Having more garbage receptacles along the KVR would be nice. This would require coordination with Penticton Indian Band, MOTI, and private landowners (depending on the location proposed for garbage cans).
- Consider public beekeeping activities.

ADDITIONAL PUBLIC FEEDBACK

During the public review period, some community members provided feedback on the draft age-friendly plan to RDOS staff via email. These comments have been recorded in the table below.

VERBATIM COMMENTS:
<p>We have community mailboxes, where I see neighbours meeting, chatting, and putting up lost dog posters. Perhaps we could find a way to set up small "bulletin boards" there in some fashion, which can be used to post info, newsletters, "community info", etc. I don't think it needs to be complicated. There are some community boards around already- downtown Summerland, wall in the Cannery- don't know how these are "managed". I also like the little neighbourhood "bookswap" stands. They seem to be on private properties, but lovely idea.</p>
<p>interesting plan but I think it is one which doesn't really fit with the realities of what has been happening on the Bench and in life senerio. The 'get old and down size' reality. I have witnessed this in my 30 years of living here.</p> <p>I arrived in my 30's to the Bench, had a family, watched them grow up, had them move out, now retired and loving the area and will one day downsize to a place in town, probably a retirement complex.</p> <p>I have watched this unfold with many of my neighbours, I can think of 6 right around me. I have assisted 3 neighbours for many years, doing their errands, bringing in firewood, cutting grass, inviting over for holiday dinners, fixing appliances etc...</p> <p>We have tried having a bus in the past, it didn't go well with minimal ridership.</p> <p>The school outreached to have seniors attend events. Never caught on.</p> <p>Activities in parks are available, but the choice to attend is up to them.</p>
<p>The number of deficiencies identified leads me to think that we should be part of a larger group where efficiencies could be realized such as a part of a community encompassing all regional districts and Penticton under one governance structure.</p> <p>The cost of fulfilling Area F's wish list would be prohibitive and unrealistic given the tax structure we are now under.</p> <p>I fear that we will be unable to remain aging in place as the rising costs would put pressure on our declining resources.</p>

ADMINISTRATIVE REPORT

TO: Community Services Committee
FROM: B. Newell, Chief Administrative Officer
DATE: April 15, 2021
RE: 2021 Q1 Activity Report – For Information Only

Parks, Recreation, Transit, Cemeteries and Rural Projects

Activities Completed for Q1 2021

Parks, Recreation and Trails

- Awarded and commenced work on the Regional Parks, Trails and Recreation Master Plan Project.
- Construction of a 6-stall accessible washroom and new septic system is underway at Manitou Park in Naramata. (Photo at right).
- Planning work for a new paved pathway around the perimeter of Manitou Park is underway.
- Nearing completion of a 2-stall accessible washroom at Garnett Family Park (Heritage Hills). Design and tendering work for development of a parking area and additional paved pathway is underway.
- Planning work is underway for development of the Similkameen Rail Trail along the old VVE Rail right-of-way between Cawston and Keremeos, including a hydrology study and preliminary bridge design work for the rail-trail crossing of Keremeos Creek.
- Initiated assessment and design for repair of the Osoyoos Lake Pedestrian Corridor.
- Replaced path surfacing in Osoyoos Lake Park.
- Removed invasive trees from the KVR trail at Skaha Lake and Naramata.
- Installed KVR trail 'Road Bypass' signage at Okanagan Falls, Kaleden and from Area "A" to Osoyoos
- Conducted danger tree assessments and removals on the KVR trail from Princeton to Chute Lake and along Skaha Lake.
- Repaired decking of the KVR trestle west of Princeton.
- Installed Park entry signage in Okanagan Falls, West Bench, Naramata and Electoral Area "A".
- Renewed seasonal park maintenance contracts for beach grooming, swim markers and park security.
- Facilitated Parks and Recreation Commission orientation session and AGM's.
- Completed spring clean-up for all parks.
- Installed and maintained a digital speed-sign in the West Bench.



- Completed Center Beach Park (Naramata) land acquisition and joint-use agreement negotiations.
- Installed sediment mitigation at Spirit Park Pickle ball courts in Naramata.
- Completed rock scaling along the KVR trail between Smethurst and Glenfir parking areas. (Photo at right).
- Completed installation of a new wheelchair-accessible washroom along the KVR at Little Tunnel (Naramata).
- Issued competitive bid process for Regional Trail Head signage.
- Initiated a multi-agency sign planning strategy for the KVR Trail.
- Engaged structural engineer to assess the Okanagan Falls KVR Trestle after unauthorized removal of hardware.
- Initiated an assessment and mitigation planning for erosion of the spit on the Okanagan Falls waterfront.
- Began layout and design process for the Keogan Park ballfield to comply with the Agricultural Land Commission (ALC) Non-Farm Use Application decision.
- Repaired and repainting the Kaleden Mariposa Park washrooms after vandalism.
- Completed staff training for herbicide application, playground inspections, pruning, chipper operation and invasive plants.
- Continued with planning and design for the Pioneer Park waterfront in Kaleden.
- Continued planning and negotiations with the ALC, BC Transportation and Finance Authority and private landowners to complete the Similkameen Rail trail between Keremeos and Cawston.
- Initiated a Facility Needs Assessment project to explore space and facility options for RDOS administrative and operations staff.
- Updated the RDOS Recreation website with continuous updates for COVID-19 resources.
- Continued updates to program and facility safety plans in all areas.
- Completed summer student grants for rink operation to continue at a level of service that adheres to COVID-19 requirements.
- Installed new heating controls and interior paint at the Similkameen Recreation facility. (Photo at right).
- Initiated hiring of lifeguards, part-time labourer and students within Similkameen Recreation.
- Commenced planning for various capital projects within Similkameen Recreation.
- Prepared the outdoor rink for summer activities in collaboration with the lacrosse and pickleball users.
- Commenced with the Similkameen Pool renovation project.
- Renewal of School District 53 Agreement



<i>How much did we do? (Quantity)</i>	
<i>Measures</i>	<i>Regional</i>
# of hours of recreation	153 hrs.
# of facility hours available	806 hrs.
# Total registered users	434 (plus approx.1000 public skaters)
# of programs offered to the Community	20
# of volunteers	11
# of volunteer hours	73 hrs.
# of special events	8
<i>How well did we do it? (Quality)</i>	
<i>Measures</i>	<i>Regional</i>
% of programs (volunteer involvement)	n/a
% of new users	TBC
Total grant \$	\$3,100
# of partnerships	10
<i>(#) Is anyone better off? (%)</i>	
<i>Measures</i>	<i>Regional</i>
# of intro beginner programs	5
# of people who started or maintained healthy habits	21 (88%)
# of people who stated that they feel healthier	22 (92%)
# of people who feel they are part of a group/ community	18 (75%)
% increase of skill development experienced	96%
% increase confidence to continue on with some form of recreation	88%
% of people who feel that recreation contributed to them feeling part of a group/community	75%
% people that believe that the program helped achieve social/physical targets	71%
Additional Comments: Average Overall Recreation Program Ratings (participant surveys) = 4.5/5	

Grants

- Awarded \$450,000 contract from the Province of B.C. Forest Employment Program to complete various KVR trail upgrades.
- Submitted applications to the CVRIS Grant stream.
 - 101 Martin Street Office renovations for HVAC, Board Room and staff workspace for COVID-19 compliance.
 - Trail improvement works for all nine electoral areas.
- Submitted applications for Canada Healthy Communities Initiatives grants for Pioneer Park and Creek Park improvements.
- Pre-approval received for 20 corporate sites for commercial energy assessments with FortisBC.

COVID-19 Response

- Continued to update signage for parks, facilities and amenities use during COVID-19.
- Revised operational plans and work procedures for park and facility maintenance.
- Updated park rental and recreation program documents.
- Reviewed and reconfigured staff workspaces to meet WCB COVID-19 requirements.
- Increased head office cleanings to twice a day.
- Adjusted the facility and park booking procedures.
- Worked with BC Transit to communicate COVID-19 initiatives to the public, installed signage at transit stop locations throughout region.

No:

- Completed additional daily cleanings of public washrooms.
- Developed safety plans for the opening of various programs.
- Adjusted programs with each new Public Health Order.

Planned Activities for Q2 2021

Parks, Recreation and Trails

- Tender construction of the Similkameen Rail trail project in Electoral Areas “B” and “G”.
- Complete first-aid assessment for all work locations.
- Update Safe-work procedures and staff training schedules.
- Complete construction and commissioning of washroom at Garnett Family Park (Heritage Hills).
- Complete construction of Manitou Park washroom (Naramata).
- Construct perimeter pathway project for Manitou Park (Naramata).
- Continue repair project for the Osoyoos Lake Pedestrian Corridor.
- Complete Landscaping at Osoyoos Lake Park.
- Partner with the Penticton Area Cycling Association, City of Penticton and the Province to host a trail building and maintenance workshop for staff and volunteers at Creek Park/KVR Trail in Naramata.
- Replace swim platform at Pioneer Park.
- Open seasonal washrooms and start-up park irrigation systems.
- Complete spring maintenance regime and 7 day a week park maintenance.
- On boarding and training of Parks and Trails summer students.
- Installation of landscaping at Pioneer Park parking lot.
- Begin Assessment and prescriptions for KVR trail repairs west of Faulder.
- Carry out invasive tree removal on the Electoral Area “A” KVR trail.
- Install KVR Trail Head Signs at Chute Lake, McAlpine Bridge, Kaleden and Tulameen.
- Installation of a new wheelchair-accessible washroom at the Arawana KVR trailhead.
- Update the Regional Road Cycling signage to include the Ironman Canada name and route. (Picture to right).
- Support community volunteers to repair and update community bulletin boards.
- Continue work on the RDOS Facility Needs Assessment to explore workspace and facility options.
- Annual inspections and reporting of Rail trail infrastructure to Province.
- Continue to negotiations and planning for office space at 184 Main Street.
- Continue planning for in-person Board Meetings post COVID-19.
- Initiate a park planning process for Mariposa Park in West Bench.
- Relocate and replace Kenyon Park – Water Spray Park control module.
- Award Contract for KVR trail improvements from Chute Lake to Little Tunnel.
- Continue work on the Naramata Boat storage project.
- Secure a contractor to repair the bowling scoring system at the Similkameen Recreation facility.
- Complete the Similkameen pool renovation for grand re-opening the first week of June.
- Secure a landscape designer for outdoor upgrades at the Similkameen Recreation facility.
- Initiate energy Upgrades for Similkameen Recreation facility.
- Final Report for Greater West Bench Age-Friendly will be submitted in April.



- Final Report for Regional Child Care Planning Project.
- Regional Volunteer Week : [Pitch-In Event planned for April](#)
- Launch of the [Parks, Trails and Recreation Master Plan](#) is scheduled for April.

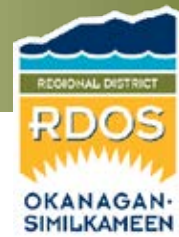
Transit

- Continue planning and commence with the final design of the Greater West Bench Transit service.
- Confirm the Route 70 (Penticton/Kelowna) Transit service expansion and continue with implementation.
- Initiate and advertise a free transit on Earth Day initiative – Thursday, April 22.
- Support the BC Transit led, Transit Future Action Plan with messaging and social media outreach.
- Continue discussions with municipal partners via Transit Working Group on the potential for expansion of the Oliver service. Provincial Budget dependent.

Respectfully submitted:

Mark Woods

M. Woods, General Manager of Community Services



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Environment and Infrastructure Committee

Thursday, April 15, 2021
1:00 p.m.

AGENDA

- A. **APPROVAL OF AGENDA**
RECOMMENDATION 1
THAT the Agenda for the Environment and Infrastructure Committee Meeting of April 15, 2021 be adopted.
-
- B. **Q1 ACTIVITY REPORT – For Information Only**
-
- C. **ADJOURNMENT**

ADMINISTRATIVE REPORT

TO: Environment and Infrastructure Committee

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Engineering Services Q1 Activity Report – For Information Only

ACTIVITIES COMPLETED IN Q1 2021:

SOLID WASTE

- **Campbell Mountain Landfill**
 - **Biocover Pilot** – Waiting on results of formal application to the Ministry of Environment and answering additional questions as they arise
 - **Drainage and Leachate** – Leachate extraction wells continue to pump leachate into the pond and data is being collected. Detailed design on connecting north ravine extraction well and treatment works is waiting for master plan details.
 - **New Entrance/Exit** – Draft plans are prepared for the proposed new alignment for the entrances and details for new scales and scalehouse. Further efforts remain on hold until the Master Plan details the optimal location.
 - **DOCP/Master Plan** – Sperling Hansen Associates was awarded the project and work is underway
- **Keremeos Landfill Closure Plan** – Report submitted to the Ministry of Environment for the assessment of the monitoring wells and approval of the Closure Plan. Response pending.
- **Oliver Landfill Organics Composting Facility and Design Operations and Closure Plan** – Design work is nearing completion for the new compost facility, tender documents are being prepared for the construction work.
- **Okanagan Falls Landfill** – Work is underway for the Design, Operations and Closure Plan / Master Plan.

WATER

- **Naramata Dam Safety Reviews** – Final reports were prepared and submitted to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to meet the regulatory requirements. A presentation to the Board was made by Hatch on the basics of the work completed. Preparation of a schedule for addressing outstanding issues is underway and estimated costs.
- **Naramata Watermain Upgrade Project** – Design work was completed for the Gawne Road connection from Gammon Road to Naramata Road and Upper Debeck Road. Work is underway for the design of upgrades on Salting Road.

-
- **Olalla Watermain Upgrade Project** – Olalla watermain design is continuing. This design will be prepared for the next applicable infrastructure grant program. Work is underway to replace the header in the pumphouse as it is a critical piece of the distribution system.
 - **Cross Connection Control Bylaw** –Presentation on cross connection and potential issues was made at the Committee. The Cross Connection Control Bylaw No. 2851, 2020 was adopted by the Board. The Operations department of Public Works will be developing an implementation plan for a program roll-out.

SEWER

- **Kaleden Sewer Connection to Ok Falls**– Work started from the communications plan to provide education on all topics to the residents of Kaleden before the referendum date of June 5, 2021. A newsletter and virtual town hall meetings are being planned.
- **OK Falls Constructed Wetland Project** – vegetation appears to have weathered the winter months well. Water level in the wetland is being influenced by high groundwater. Site visits by the consultants and commissioning will continue in 2021.
- **OK Falls Waste Water Treatment Plant Solids Dewatering Project** – Revised design was prepared and a tender was released. The tender call closed on March 30 with three tenders being received prior to the closing time.
- **Naramata Liquid Waste Management Plan** – A revised work plan is being devised with discussions from Planning and potential synergies with the initiated OCP for Area E. The RFP is being finalized and will have a closing date in May.
- **Naramata Shoreline assessment** for impacts from onsite wastewater systems – Final report is being prepared and is anticipated shortly.

OTHER PROJECTS/PROGRAMS

- **COVID response** – All engineering staff are regularly working in the office. Virtual meetings with consultants are frequently held. Daily health check-ins are being completed.
- **Recruitment of Projects Coordinator** – Zoe Kirk retired after over 10 years with the RDOS and her replacement was hired, Shelley Fiorito.
- **Mosquito Control Program** – Crew was retained for the 2021 season. The work plan was confirmed and permission to treat letters were sent out to previous treatment sites. The indicator sites were assessed and treatment started on March 16.
- **SCADA Migration and Communications Upgrades** – The software migration to VTSCADA is underway and is expected to be complete within the next few weeks. Plans are being developed for the components requiring replacement in 2021.
- **Lower Nipit Improvement District Acquisition** – A draft engineering assessment report was reviewed by staff. Comments and questions raised are being incorporated and addressed into the report.
- **Follow the Water K-5 Curriculum Project** – Phase 1 completed. Work continuing with the En'owkin Centre in Phase 2 to prepare the new learning materials and presentations for classroom deliveries. Draft booklets have been produced for distribution.

-
- **Invasive Weeds and Pests Bylaw** – work will continue with Legislative Services to combining bylaws into one Invasive Species Bylaw.
 - **Noxious Pests Program** – New materials and resources have been developed for residents. A presentation was completed at the Board. New updates were completed to the website pages. Printing of the documentation is underway for distribution.

ACTIVITIES PLANNED FOR Q2 2021:

SOLID WASTE

- **Campbell Mountain Landfill**
 - **Biocover Pilot** – Waiting on results of formal application to the Ministry of Environment and answering additional questions as they arise
 - **Drainage and Leachate** – Construction to tie in the North Ravine extraction well will be tendered and work is expected to begin.
 - **New Entrance/Exit** – Master plan will identify the optimal location for the new proposed entrance for the landfill. Design work will resume at the selected location.
 - **DOCP/Master Plan** – work will continue
- **Keremeos Landfill Closure Plan** – Report submitted to the Ministry of Environment for the assessment of the monitoring wells and approval of the Closure Plan. Response pending.
- **Oliver Landfill Organics Composting Facility and DOCP** – Tender documents will be released, a contractor retained and construction initiated.
- **Okanagan Falls Landfill DOCP/Master Plan** – Work will continue

WATER

- **Naramata Dam Safety Reviews** – Schedule for addressing outstanding issues will be finalized and the 2021 scheduled work will be prepared and discussed for budget additions.
- **Naramata Watermain Upgrade Project** – Design work will be complete for Salting Road. These designs will be used for the next applicable infrastructure grant program.
- **Olalla Watermain Upgrade Project** – Olalla watermain design will be complete. Designs will be used for the next applicable infrastructure grant program. Work on the header replacement will be completed.
- **Chain Lake Dam Classification Update**- Inspection of infrastructure and updating of Operations, Maintenance and Surveillance plan and Emergency Response Plan will be underway.

SEWER

- **Kaleden Sewer Expansion** – Extensive communications will continue to provide factual information to the community.
 - Newsletter will be released first week of April
 - Two virtual town hall meetings are planned each from 6:00 to 8:00 PM:
 - § Tuesday April 13, 2021
 - § Monday May 17, 2021

-
- Four “office hours” question and answer sessions will be held where the public can log into a WebEx room and ask questions in the Chat box while staff are present during the hours of 1:00 to 3:00 PM on each of these days with specific topics.
 - § Monday April 19 - Cost questions
 - § Monday April 26 – Referendum questions
 - § Monday May 3 – Design questions
 - § Monday May 10 – Any topic
 - Referendum on June 5 will be completed.
 - **OK Falls Constructed Wetland Project** – the two year commissioning process for vegetation establishment will continue.
 - **OK Falls Waste Water Treatment Plant Solids Dewatering Project** – tender will be awarded and construction will begin.
 - **Naramata Liquid Waste Management Plan** – A consultant will be retained and the project will be initiated.
 - **Naramata Shoreline study** – Final reporting will be provided by the consultant on possible impacts from onsite sewage systems

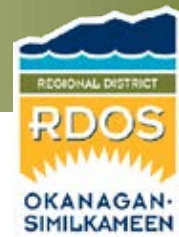
OTHER PROJECTS/PROGRAMS

- **Mosquito Control Program** – work will continue for the 2021 season; preparations will continue for alternative apportionment recommendations to be brought to the board in September 2021
- **Unpacking the Guidebook – Building Climate Resilience in the Okanagan** seven online workshops and four guest speaker engagements completed to November, and all remaining deliverables will be completed
- **Follow the Water K-5 Curriculum Project** – Phase 2 work will continue with the En’owkin Centre to complete all classroom presentations and online resources will be prepared. Final project deliverables will be underway.
- **Asset Management Plan** – participate in the development of the program

Respectfully submitted:

Liisa Bloomfield

L. Bloomfield, Manager of Engineering Services



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Protective Services Committee

Thursday, April 15, 2021
1:15 p.m.

AGENDA

- A. **APPROVAL OF AGENDA**
RECOMMENDATION 1
THAT the Agenda for the Protective Services Meeting of April 15, 2021 be adopted.
-
- B. **Q1 ACTIVITY REPORT – For Information Only**
-
- C. **ADJOURNMENT**

ADMINISTRATIVE REPORT

TO: Protective Services Committee
FROM: B. Newell, Chief Administrative Officer
DATE: April 15, 2021
RE: 2021 Q1 Activity Report – For information Only

Emergency Management, Policing, E-911, Fire Dispatch, FireSmart

Activities Completed in Q4 2020:

- Presented (online) at the Emergency Preparedness Business Continuity (EPBC) and the Emergency Management British Columbia (EMBC) conferences
 - EPBC Conference - the RDOS presented on the management of Loose Bay Campground and the COVID-19 supports, as well as the deployment of ERA during the Christie Mountain Wildfire
 - EMBC Conference - the RDOS presented on the Christy Mountain Fire response and lessons learned
- Awarded contract to Red Dragon Consulting to conduct a multi-jurisdictional functional exercise and training for the Regional Emergency Operations Centre
- An 'After Action' Report was conducted for the Christie Mountain Wildfire EOC
- Continued work on-site planning, groundwater supply well and pump testing for the Naramata Satellite Fire Hall. Preparation of a technical report underway to support application for an industrial-use water licence

Regional Emergency Management Training

Date	Type of Training	# Total number of participants (RDOS Partners)
Q1 - Jan to Mar 2020	Q1 Training Total	335(287)
Q2 - Apr to Jun 2020	Q2 Training Total	116(29)
Q3 - July to Sept 2020	Q3 Training Total	20(18)
November 26	C2C ESS Presentation	ESSDs + ESS volunteers
Q4 - Oct to Dec 2020	Q4 Training Total	11(9)
2020 Total		482(343)

- Types of training conducted by the RDOS in Q4:
 - Hosted EOC Courses: EOC Essentials, Planning for Community Disasters
 - Hosted a session on Rapid Damage Assessments
- Completed the development of the 2021 Emergency Management training calendar

E911 Radio System & Fire Dispatch

- Commenced works on the Kaleden E911 Radio Tower project (land survey, Environmental Assessment, design/building Request for Quotes)
- Updated the RDOS Fire Departments' response logic for the Fire Dispatch service
- Coordinated and implemented a new Road Rescue Response boundary for Willowbrook Volunteer Fire Department in conjunction with Kaleden, Okanagan Falls and Oliver Fire Departments and Kelowna Fire Dispatch
- Completed the 2020 annual maintenance for the E911 Fire Dispatch system
- Replaced power supply backup battery at Anarchist Mountain Radio Repeater site
- Continued the initial review of the Regional Fire Dispatch service contract (Dec 2021)



Picture 1: Kaleden E911 Radio Communications Site

Emergency Support Services (ESS)

- Facilitated the monthly ESS Director Steering Committee meetings
- Commenced a detailed review to update the Regional Reception Center Plan in Q1 2021.
- Worked with RDOS Community Services in the development of a volunteer recruitment video including ESS

Q4 ESS Responses Supported by RDOS							
Date	Response Area	Reason	ESS Team	COVID screening	#Persons Supported	Online ESS Registration "ERA Tool"	ALERT Registrations "Animals"
September	Penticton	Fire	Penticton	-	4	In person	1
October	Penticton	Fire	Penticton	-	40	In person	Yes
October	Penticton	Fire	Penticton	-	1	Red Cross	0
October	Keremeos	Fire	Keremeos	Yes	4	ERA	2
October	Summerland	Fire	Summerland	-	4	In Person	2
November	Cawston	Fire	Keremeos	Yes	3	ERA	2

Emergency Operations Centre (EOC)

- The EOC remains open at a level one to support the Provincial State of Emergency and Regional COVID-19 coordination and response since March 16, 2020 (317 days)
- Completed oversight for the Loose Bay Campground, which closed on October 31, 2020. A total of 1,451 persons stayed at Loose Bay for a total 13,424 nights with no COVID-19 exposures or outbreaks
- Reporting for the Ministry of Agriculture Loose Bay Campground grant was submitted to the Province

FireSmart and Wildfire Preparedness

- Continued work on FireSmart activities under the 2020 UBCM's CRI grant program
- Supported development of a FireSmart DPA process for Electoral Area A in cooperation with RDOS Planning Department
- Ongoing work on FireSmart community assessments for Hedley, Apex and Olalla
- Held FireSmart community clean-up events at Naramata and West Bench
- Ongoing work to develop an RDOS FireSmart website
- Facilitated regional FireSmart meetings (South Okanagan-Similkameen Wildfire Prevention Advisory Group)
- Developed plans for the 2021 FireSmart program and submitted a grant application to UBCM (\$600,000)

Grants

- Continued work on the Similkameen flood response and mapping projects through UBCM (CEPF) grant. (\$138,957)
- Continued work on the Park Rill, Horn Creek, Kerns Creek Flood Mapping and Report (CEPF) Grant (\$125,000)
- Continued work on UBCM (CEPF) EOC Tools and Training Grant (\$25,000)
- Continued work on the UBCM (CEPF) ESS Modernization and Training Grant – RDOS joint grant with: Town of Oliver, Osoyoos Indian Band, Town of Osoyoos, Village of Keremeos, and the Town of Princeton (\$133,470)

Planned Activities for Q1 2021:

- Commence initial review of the Regional Fire Dispatch service contract renewal (Dec 2021)
- Complete the onboarding of a new Evacuee volunteer position posting to join the ESSD Steering Committee to share their first-hand perspective on their experience to benefit the ESS program (annual term)
- Complete the Similkameen flood response and mapping project and the Park Rill, Horn Creek, Kerns Creek Flood Mapping and Report project through UBCM (CEPF) grants

- Continued work on the UBCM (CEPF) ESS and Training Grant (\$133,470.00)
- Continue to coordinate the 2021 Regional Emergency Preparedness training schedule to align with COVID-19 social distancing requirements and move learning to online and virtual platforms
- Commence the Willowbrook & Summerland E911 Two Way Radio Communications assessment with the RDOS Radio Maintenance Contractor
- Award the E911 Kaleden Radio Tower Site design-build construction project
- Continue work on the 2021 phase of the UBCM's CRI funded FireSmart initiatives
- Continued to support of Loose Bay Campground to include installation of Wi-Fi and final completion of the two permeant wash carts (washrooms, laundry and showers)
- Continue working towards the development of the North Naramata satellite Fire Hall

Respectfully submitted:

Mark Woods

M. Woods, General Manager of Community Services

BOARD OF DIRECTORS MEETING

Thursday, April 15, 2021

1:30 p.m.

BOARD MEETING AGENDA

A. ADOPTION OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the Okanagan-Similkameen Regional Hospital District Board meeting of April 15, 2021 be adopted.

B. MINUTES

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the March 4, 2021 Minutes of the Okanagan-Similkameen Regional Hospital District Board meeting be adopted.

C. SUPPLEMENTARY FUNDING REQUEST – IHA

1. IHA Delegation

- Carl Meadows, Executive Director, SOK Clinical Operations, Acute and Community,
- Dan Goughnour, Corporate Director, Business Operations,

2. IHA Letter

3. Administrative Report

RECOMMENDATION 3 (Weighted Corporate Vote – Majority)

THAT IHA be advised to apply to the Minister of Health to have Unit #101 – 437 Martin Street, Penticton designated as a “Hospital” under the Hospital Act; and,

THAT should #101 – 437 Martin Street be designated a hospital, that the request for \$1,000,000 to assist with the funding of an Urgent & Primary Care Centre be approved, with funding to come from the Hospital Reserve.

D. ADJOURNMENT

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

BOARD OF DIRECTORS MEETING

Minutes of the Regular Board Meeting of the Okanagan-Similkameen Regional Hospital District Board (OSRHD) of Directors held at 12:00 p.m. on Thursday, March 4, 2021, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

- | | |
|--|---|
| Chair J. Sentes, City of Penticton | Director K. Kozakevich, Electoral Area “E” |
| Vice Chair S. McKortoff, Town of Osoyoos | Director S. Monteith, Electoral Area “I” |
| Director M. Bauer, Village of Keremeos | Director R. Obirek, Electoral Area “D” |
| Director G. Bush, Electoral Area “B” | Director M. Pendergraft, Electoral Area “A” |
| Director B. Coyne, Electoral Area “H” | Director T. Roberts, Electoral Area “G” |
| Director S. Coyne, Town of Princeton | Director K. Robinson, City of Penticton |
| Director R. Gettens, Electoral Area “F” | Director E. Trainer, District of Summerland |
| Director D. Holmes, District of Summerland | Director. J. Vassilaki, City of Penticton |
| Director M. Johansen, Town of Oliver | Director C. Watt, City of Penticton |
| Director R. Knodel, Electoral Area “C” | |

MEMBERS ABSENT:

STAFF PRESENT:

- | | |
|---|--|
| B. Newell, Chief Administrative Officer | C. Malden, Manager of Legislative Services |
|---|--|

A. ADOPTION OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the Agenda for the Okanagan-Similkameen Regional Hospital District Board meeting of March 4, 2021 be adopted. - **CARRIED**

B. MINUTES

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the January 21, 2021 Minutes of the Okanagan-Similkameen Regional Hospital District Board meeting be adopted. - **CARRIED**

C. 2021 – 2025 FINANCIAL PLAN

1. Bylaw 168, 2021
2. Schedule A
3. Bylaw 168 with attachments

RECOMMENDATION 3 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

1. THAT Bylaw 168, 2021, being a bylaw of the Okanagan Similkameen Regional Hospital District to establish the 2021 – 2025 Financial Plan, be read a 3rd time; and,
2. THAT Bylaw 168, 2021 be adopted.

CARRIED

D. CHAIR'S REPORT

1. Stigma Tool Kit
2. Development at Penticton Regional Hospital
3. Urgent Primary Care Facility

E. ADJOURNMENT

IT WAS MOVED AND SECONDED
THAT the meeting adjourn. – **CARRIED**

The meeting adjourned at 12:07 p.m.

APPROVED:

CERTIFIED CORRECT:

J. Sentes
OSRHD Board Chair

B. Newell
Corporate Officer



Mr. Bill Newell, Chief Administrative Officer
Okanagan Similkameen Regional Hospital District
101 Martin Street
Penticton, BC V2A 5J9

March 12, 2021

Dear Mr. Newell:

RE: ADDITIONAL CAPITAL FUNDING REQUEST FOR THE 2021/22 FISCAL YEAR

As a follow up to our funding request letter dated December 17, 2020 we would like to present you with an additional project, for which Interior Health (IH) has received government approval to proceed with. The formal announcement from the Ministry of Health (MoH) was released on March 9, 2021. We apologize for this ask outside of the normal capital funding request timelines.

Urgent & Primary Care Centre (UPCC) at Unit #101 – 437 Martin Street, Penticton

UPCC is consistent with the strategic direction of both IH and the MoH and supports a team-based primary care model. In order to alleviate acute care pressures, non-emergent care can be delivered safely outside of the emergency department of an acute care facility and in a more appropriate community setting, which provides a model of care that works for care providers, patients and the broader system of care. The UPCC will be open to all people living in the South Okanagan area for urgent primary care. Longitudinal primary care services have been developed to support the underserved population living in this region.

This proposed model of care is supported through a strong partnership between IH and the South Okanagan Similkameen Division of Family Practice, the Martin Street Outreach Centre Association, OneSky Community Resources, engagement with local Aboriginal partners including the Penticton Indian Band and Oonkane Friendship Centre, and patient partners. It will reduce wait times, increase access to primary care, reduce workload for IH staff and physicians, reduce congestion in the emergency department and improve patient flow.

The UPCC will open on March 31, 2021, in a phased approach. The team will first provide long-term primary care services for people with mental health and substance use needs. Once fully staffed, the UPCC will provide urgent and primary care services to people living in Penticton and the surrounding communities.

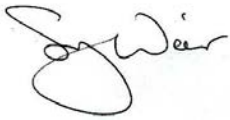
We are requesting funding for this project from the Okanagan Similkameen Regional Hospital District for 40% of the project's cost estimate of \$2.5 million in the total amount of \$1.0 million.

As this is a new IH facility please consider passing a resolution requesting IH to pursue the designation of this site under the Hospital District Act.

We would appreciate it, if you could submit this request to your Board for consideration. Please advise us of the meeting date when this will be discussed to enable us to have IH representatives attend and to answer questions that may arise. If the request should receive approval, please send Laura Dalton a copy of the relevant bylaw for our records.

If you require further information, or if you have any questions or concerns, please contact Dan Goughnour or me directly.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sylvia Weir', with a large, stylized initial 'S'.

Sylvia Weir, Chief Financial Officer
Interior Health Authority

/at

cc: Judy Sentes, Chair, Okanagan Similkameen RHD
Jim Zaffino, Finance Manager, Okanagan Similkameen RHD
Carl Meadows, Executive Director, Clinical Operations Acute – PRH, SOGH, SHC
Dan Goughnour, Corporate Director, Business Operations
Scott McGeachy, Chief Project Officer
Laura Dalton, Director, Capital Finance

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: 15 April 2021

RE: IHA – Extraordinary Capital Request

RECOMMENDATION:

THAT IHA be advised to apply to the Minister of Health to have Unit #101 – 437 Martin Street, Penticton designated as a “Hospital” under the Hospital Act; and,

THAT should #101 – 437 Martin Street be designated a hospital, that the request for \$1,000,000 to assist with the funding of an Urgent & Primary Care Centre be approved, with funding to come from the Hospital Reserve.

REFERENCE:

IHA - 2021 Capital Grant Submission
IHA – Extraordinary Capital Request Submission

BACKGROUND:

The Okanagan Similkameen Regional Hospital District has an ongoing relationship with the Interior Health Authority for the operation of our hospital facilities and we typically fund 40% of capital projects. IHA submits a letter request each year for the Board to consider.

Over the past two years, the Board had been working with the Division of Family Practice to determine if OSRHD participation in the development of Primary Care Clinics was warranted. Following significant discussion, a resolution was adopted to refrain from using property taxes to fund what was considered a provincial responsibility and that we would maintain our current funding model, which did not include funding clinics.

In the initial 2021 list of projects for the 2021/2022 Fiscal Year submitted to the Board for consideration on January 14th, in conjunction with the 2021 Budget, IHA had requested \$1.4M to fund a South Okanagan Similkameen Primary Care Network. That request was denied, pending further information.

The 2021 OSRHD Budget is adopted and submitted. The total capital funding approved by the board is \$2,561,000.

ANALYSIS:

1. The **Hospital District Act** of BC provides the following purpose statement for Regional Hospital Districts:

Purposes

- 20 (1) The purposes of a regional hospital district are the following:
 - (a) to establish, acquire, construct, reconstruct, enlarge, operate and maintain hospitals and hospital facilities;
 - (b) to grant aid for the establishment, acquisition, reconstruction, enlargement, operation and maintenance of hospitals and hospital facilities;
- (2) The board of a district may carry out the purposes referred to in subsection (1) only in accordance with and to the extent authorized under this Act.

2. The **Hospital Act** of BC provides the following definition of “Hospital”;

"hospital" means a nonprofit institution that has been **designated as a hospital by the minister** and is operated primarily for the reception and treatment of persons

- (a) **suffering from the acute phase of illness or disability,**
- (b) convalescing from or being rehabilitated after acute illness or injury, or
- (c) requiring extended care at a higher level than that generally provided in a private hospital licensed under Part 2;

The interpretation of these two sections would lend itself to a determination that the Board may not raise taxes for projects that have not been designated.

Funding:

The OSRHD, in 2021, will have \$? In uncommitted funds that the Board could choose to apply to the Urgent & Primary Care Centre at 101 – 437 Martin Street, Penticton, if they so choose.



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN BOARD of DIRECTORS MEETING

Thursday, April 15, 2021
2:15 p.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the RDOS Board Meeting of April 15, 2021 be adopted.

1. Consent Agenda – Corporate Issues

a. Naramata Parks and Recreation Commission Meeting – March 22, 2021

THAT the Minutes of the March 22, 2021 Naramata Parks and Recreation Commission meeting be received.

b. Corporate Services Committee – April 1, 2021

THAT the Minutes of the April 1, 2021 Corporate Services Committee meeting be received.

THAT a short survey be posted on RDOS Regional Connections to follow-up on the 2020 Citizen Survey with the survey questions proposed below:

- 1) How do you prefer to receive information about Regional District services, projects and initiatives?*
- 2) How do you prefer to share your feedback or ask questions about Regional District services, projects and initiatives?*
- 3) In your opinion, what is the best way for the Regional District to communicate with residents?*
- 4) Do you prefer digital (email, web, social media) or non-digital communication (bulletin boards or mail outs) from the RDOS?*
- 5) Is there anything you would like to bring to the attention of the RDOS?*

c. Planning and Development Committee – April 15, 2021

THAT the Minutes of the April 15, 2021 Planning and Development Committee meeting be received.

d. Protective Services Committee – April 15, 2021

THAT the Minutes of the April 15, 2021 Protective Services Committee meeting be received.

e. RDOS Regular Board Meeting – April 15, 2021

THAT the minutes of the April 15, 2021 RDOS Regular Board meeting be adopted.

f. Resignation of Electoral Area “E” APC member

THAT the Board of Directors receive the resignations of Bruce Clough and Phil Jansen as a members of the Electoral Area “E” Advisory Planning Commission; and

THAT a letters be forwarded to Mr. Clough and Mr. Jansen thanking them for their contributions to the Electoral Area “E” Advisory Planning Commission.

RECOMMENDATION 2 (Unweighted Rural Vote – Simple Majority)
THAT the Consent Agenda – Corporate Issues be adopted.

2. **Consent Agenda – Development Services**
 - a. **Development Variance Permit Application — Unit 102 & 103, 850 Railway Lane, Electoral Area “D”**
 - i. Permit
THAT Development Variance Permit No. D2021.012-DVP be approved
 - b. **Development Variance Permit Application - 126 Sumac Avenue, Electoral Area “I”**
 - i. Permit
THAT Development Variance Permit No. I2020.013-DVP be approved

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)
THAT the Consent Agenda – Development Services be adopted.

B. DEVELOPMENT SERVICES – Rural Land Use Matters

1. **Zoning Bylaw Amendment – Okanagan Falls Commercial Zone Review**
 - a. Bylaw No. 2603.15, 2021
 - b. Bylaw No. 2455.38, 2021
 - c. Representations

RECOMMENDATION 4 (Unweighted Rural Vote – Simple Majority)
THAT Official Community Plan (OCP) Amendment Bylaw No. 2603.15, 2021, and Zoning Amendment Bylaw 2455.38, 2021 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 6, 2021;
AND THAT staff give notice of the public hearing in accordance with the requirements of the Local Government Act.

C. PUBLIC WORKS

1. **Okanagan Falls Wastewater Treatment Plant Solids Processing Upgrade Tender Award**
 - a. AECOM Tender Analysis

RECOMMENDATION 5 (Weighted Corporate Vote – Majority)
THAT the “Okanagan Falls Solids Processing Upgrade” project be awarded to Cumming Construction Ltd. in the amount of \$894,720 plus applicable taxes; and
THAT the Regional District approve a contingency for unexpected issues or addition of optional construction items in the amount of \$85,000.

2. Amendment to RDOS-City of Penticton Septic Waste Receiving Agreement

- a. Septage Agreement Amendment

RECOMMENDATION 6 (Weighted Corporate Vote –Majority)

THAT the Modification Agreement for the Septic Waste Receiving Facility Cost Sharing Agreement with the City of Penticton be approved.

D. COMMUNITY SERVICES**1. UBCM Community Emergency Preparedness Fund – Emergency Operations Center and Training Grant**

RECOMMENDATION 7 (Unweighted Corporate Vote – Simple Majority)

THAT the application to the UBCM Community Emergency Preparedness Fund for the 2021 Emergency Operations Centers & Training grant be authorized to proceed.

E. FINANCE**1. Use of Additional COVID-19 Funding**

This item will have been discussed at the April 15, 2021 Corporate Services Committee meeting earlier in the day.

F. LEGISLATIVE SERVICES**1. Kaleden Parks and Recreation Service**

- a. Bylaw No. 2914, 2020
- b. Bylaw No. 2924, 2021

RECOMMENDATION 8 (Unweighted Corporate Vote – Simple Majority)

THAT Bylaw No. 2914, 2020, being a bylaw of the Regional District of Okanagan Similkameen to amend the cost recovery method and requisition limit of the Kaleden Recreation Programming and Facility Maintenance Local Service Establishment Bylaw be adopted.

RECOMMENDATION 9 (Unweighted Corporate Vote – Simple Majority)

THAT Bylaw No. 2924, 2021, being a bylaw to add Parks to the description of the Kaleden Recreation Programming service, be adopted.

2. Apex Mountain Fire Protection

- a. Bylaw No. 2920, 2020
- b. Bylaw No. 2921, 2020

RECOMMENDATION 10 (Unweighted Corporate Vote – Simple Majority)

THAT Bylaw No. 2920, 2020 Apex Mountain Fire Protection Service Establishment Bylaw be adopted.

RECOMMENDATION 11 (Weighted Corporate Vote – Majority)

THAT Bylaw No. 2921, 2020 Apex Mountain Fire Protection Loan Authorization Bylaw be adopted.

3. Invitation to Participate on the OBWB Water Stewardship Council

4. Area "D" Services and Boundary Configuration Study

- a. Terms of Reference
- b. Confirmation of Funding from the Minister of Municipal Affairs

RECOMMENDATION 12 (Unweighted Corporate Vote – Simple Majority)

THAT the Terms of Reference for the Electoral Area "D" Services and Boundary Configuration Study as attached to the April 15, 2021 administrative report be approved.

G. CAO REPORTS

1. Verbal Update

H. OTHER BUSINESS

1. Chair's Report

2. Board Representation

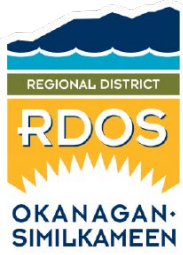
- a. Developing Sustainable Rural Practice Communities - *McKortoff*
 - b. Municipal Finance Authority – *Kozakevich (Chair), Coyne (Vice Chair, Alternate)*
 - c. Municipal Insurance Association – *Kozakevich (Chair), Coyne (Vice Chair, Alternate)*
 - d. Okanagan Basin Water Board - *McKortoff, Holmes, Knodel, Pendergraft (Alternate to McKortoff), Obirek (Alternate to Holmes), Monteith (Alternate to Knodel)*
 - e. Okanagan Film Commission – *Gettens, Obirek (Alternate)*
 - f. Okanagan Regional Library – *Monteith, Obirek (Alternate)*
 - g. Okanagan-Kootenay Sterile Insect Release Board – *Bush, Knodel (Alternate)*
 - h. Southern Interior Municipal Employers Association – *Knodel, Kozakevich (Alternate)*
 - i. News release
 - i. Starling Control – *Bush, Knodel (Alternate)*
 - j. Fire Chief Liaison Committee – *Pendergraft, Knodel, Monteith, Obirek, Roberts*
 - k. Intergovernmental Indigenous Joint Council – *Kozakevich, Coyne, Roberts*
-

3. Directors Motions

- a. Director Roberts
THAT the Regional District review the Chipping Program objectives and funding model prior to the 2022 Budget.
-

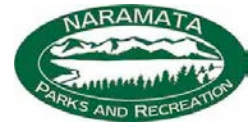
4. Board Members Verbal Update

I. ADJOURNMENT



Minutes

Naramata Parks & Recreation Commission
Meeting of March 22, 2021, 6:30 p.m.
WebEx Virtual Meeting - Naramata, BC



Present: Karla Kozakevich, Director, Electoral Area “E”

Members: Dennis Smith (Chair), Maureen Balcaen, Nicole Verpaelst, Ashley Selwood, Cynthia Enns, Adrienne Fedrigo, Tom Hoenisch, Richard Roskell

Absent: None

Staff: Justin Shuttleworth (RDOS Manager of Parks and Facilities) left meeting at 6:39 p.m.

Guests: None

Recording Secretary: Heather Lemieux (Recording Secretary)

Delegates: None

1. CALL TO ORDER

The meeting was called to order at 6:38 p.m. Quorum present.

ADOPTION OF AGENDA

1.1 **RECOMMENDATION**

It was Moved and Seconded that the Agenda for the Naramata Parks & Recreation Meeting of March 22, 2021 be adopted as presented and all presentations and reports be received.

CARRIED

2. APPROVAL OF PREVIOUS MEETING MINUTES

2.1 **RECOMMENDATION**

It was Moved and Seconded that the Minutes for Naramata Parks and Recreation Commission of February 22, 2021 be approved as presented.

CARRIED

3. CORRESPONDENCE / DELEGATIONS

3.1 Community Correspondence — A letter was received by a concerned community member regarding improperly disposed dog faeces in parks, trails, and along roadsides in Naramata. Discussed bag dispensers, garbage bins, surveillance, signage, and the possibility of creating an off-leash dog park.

ACTION — K. Kozakevich to send information on the dog faeces issue to NPR members for members to provide feedback.

4. **RDOS STAFF REPORTS — Staff Absent**

None

5. **RDOS DIRECTOR REPORT — Karla Kozakevich, Director, Electoral Area “E”**

5.1 Tree Removal — Discussed removing Invasive Siberian Elm trees at Manitou Park.

RECOMMENDATION

It was Moved and Seconded THAT the Invasive Siberian Elm trees be removed along the parking lot and volleyball court in Manitou Park as soon as possible.

CARRIED

5.2 Parkland Donation — Discussed accepting cash-in-lieu of a parkland donation from the Outlook Naramata Benchlands development.

RECOMMENDATION

It was Moved and Seconded THAT the NPR requests cash-in-lieu of a parkland donation from the Outlook Naramata Benchlands development.

CARRIED

5.3 Centre Beach — Discussed park names. A plaque is being designed to commemorate donations received and the notable community efforts to retain the beach as public parkland.

RECOMMENDATION

It was Moved and Seconded THAT the park be named Centre Beach Park.

CARRIED

5.4 Naramata Community Fund (NCF) — The NCF is exploring an offer to donate picnic tables for Spirit Park. Discussed benches.

5.5 RDOS Commissions — Updated guidelines for RDOS commissions will be provided to members. All commission WebEx meetings are recorded and will be made available to the public. Discussed annual community surveys, projects, budgets, and planning processes.

NPR members are requested to contribute questions and feedback for community surveys.

6. COMMISSION MEMBER REPORTS

6.1 Adra Tunnel — T. Hoenisch reported that signage planning continues and a site plan will be completed soon.

ONGOING

7. BUSINESS ARISING

7.1 KVR Closure — The KVR has been closed on weekdays due to rock scaling. Discussed the absence of signage to explain why the closures are taking place.

8. ADJOURNMENT

8.1 RECOMMENDATION

It was Moved and Seconded that the Naramata Parks & Recreation Meeting be adjourned at 7:23 p.m.

CARRIED

NEXT MEETING: April 26, 2021 at 6:30 p.m.
Location TBD



Chair, Dennis Smith, Naramata Parks & Recreation Commission – Electoral Area “E”



Recording Secretary, Heather Lemieux



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Corporate Services Committee**

Thursday, April 1, 2021
10:47 a.m.

MINUTES

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"
Vice Chair S. Coyne, Town of Princeton
Director M. Bauer, Village of Keremeos
Director G. Bush, Electoral Area "B"
Director B. Coyne, Electoral Area "H"
Director R. Gettens, Electoral Area "F"
Director D. Holmes, District of Summerland
Director M. Johansen, Town of Oliver
Director R. Knodel, Electoral Area "C"
Director S. McKortoff, Town of Osoyoos

Director S. Monteith, Electoral Area "I"
Director R. Obirek, Electoral Area "D"
Director M. Pendergraft, Electoral Area "A"
Director T. Roberts, Electoral Area "G"
Director K. Robinson, City of Penticton
Director J. Sentes, City of Penticton
Director E. Trainer, District of Summerland
Director J. Vassilaki, City of Penticton
Director J. Bloomfield, Alt. City of Penticton

MEMBERS ABSENT:

Director C. Watt, City of Penticton

STAFF PRESENT:

B. Newell, Chief Administrative Officer

C. Malden, Manager of Legislative Services

A. APPROVAL OF AGENDA

RECOMMENDATION 1

It was MOVED and SECONDED

THAT the Agenda for the Corporate Services Meeting of April 1, 2021 be adopted. - **CARRIED**

B. Corporate Email Signature – Information Only

The Committee was advised about efforts that are underway to ensure a consistent and modern approach to RDOS email signatures.

C. 2020 Citizen Survey Follow-up Questions

The Committee was advised that requesting further targeted feedback from a larger sample size than the 2020 survey would be helpful in coordinating communication and engagement efforts, and ensuring residents have access to information about Regional District programs, services and initiatives.

RECOMMENDATION 2**It was MOVED and SECONDED**

THAT a short survey be posted on RDOS Regional Connections to follow-up on the 2020 Citizen Survey with the survey questions proposed below:

- 1) How do you prefer to receive information about Regional District services, projects and initiatives?
- 2) How do you prefer to share your feedback or ask questions about Regional District services, projects and initiatives?
- 3) In your opinion, what is the best way for the Regional District to communicate with residents?
- 4) Do you prefer digital (email, web, social media) or non-digital communication (bulletin boards or mail outs) from the RDOS?
- 5) Is there anything you would like to bring to the attention of the RDOS?

CARRIED

Opposed: Director Gettens

D. ADJOURNMENT**It was MOVED and SECONDED**

THAT the meeting adjourn. - **CARRIED**

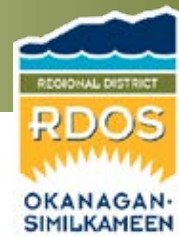
The meeting adjourned at 11:09 a.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Planning and Development Committee

Thursday, April 1, 2021

9:00 a.m.

MINUTES

MEMBERS PRESENT:

Chair R. Knodel, Electoral Area "C"	Director S. McKortoff, Town of Osoyoos
Vice Chair M. Pendergraft, Electoral Area "A"	Director S. Monteith, Electoral Area "I"
Director M. Bauer, Village of Keremeos	Director R. Obirek, Electoral Area "D"
Director G. Bush, Electoral Area "B"	Director T. Roberts, Electoral Area "G"
Director B. Coyne, Electoral Area "H"	Director K. Robinson, City of Penticton
Director S. Coyne, Town of Princeton	Director J. Sentes, City of Penticton
Director R. Gettens, Electoral Area "F"	Director E. Trainer, District of Summerland
Director D. Holmes, District of Summerland	Director J. Vassilaki, City of Penticton
Director M. Johansen, Town of Oliver	Director J. Bloomfield, Alt. City of Penticton
Director K. Kozakevich, Electoral Area "E"	

MEMBERS ABSENT:

Director C. Watt, City of Penticton

STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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A. APPROVAL OF AGENDA

RECOMMENDATION 1

It was **MOVED** and **SECONDED**

THAT the Agenda for the Planning and Development Committee Meeting of April 1, 2021 be adopted.
CARRIED

B. 2021 Regional Housing Needs Assessment – Information

Delegation: John Ingram and Evie Morin, EcoPlan

The Committee was advised that Bill 18 - 2018, which came into effect on April 16, 2019, amended the *Local Government Act* to require all local governments in B.C. to complete Housing Needs Reports by April 2022, and every five years thereafter. The Regional Housing Needs Assessment determines current and projected housing needs by collecting, generating and analyzing approximately fifty distinct kinds of data about current and projected population, household income, significant economic sectors, currently available and anticipated housing units for each electoral area and municipality across the region. It also includes some information on First Nations housing considerations in the region.

- C. **ADJOURNMENT**
It was MOVED and SECONDED
THAT the meeting adjourn. - CARRIED

The meeting adjourned at 9:57 a.m.

APPROVED:

CERTIFIED CORRECT:

R. Knodel
Committee Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Protective Services Committee

Thursday, April 1, 2021
9:57 a.m.

MINUTES

MEMBERS PRESENT:

Chair T. Roberts, Electoral Area "G"	Director S. McKortoff, Town of Osoyoos
Vice Chair S. Coyne, Town of Princeton	Director S. Monteith, Electoral Area "I"
Director M. Bauer, Village of Keremeos	Director R. Obirek, Electoral Area "D"
Director G. Bush, Electoral Area "B"	Director M. Pendergraft, Electoral Area "A"
Director B. Coyne, Electoral Area "H"	Director K. Robinson, City of Penticton
Director R. Gettens, Electoral Area "F"	Director J. Sentes, City of Penticton
Director D. Holmes, District of Summerland	Director E. Trainer, District of Summerland
Director M. Johansen, Town of Oliver	Director J. Vassilaki, City of Penticton
Director R. Knodel, Electoral Area "C"	Director J. Bloomfield, Alt. City of Penticton
Director K. Kozakevich, Electoral Area "E"	

MEMBERS ABSENT:

Director C. Watt, City of Penticton

STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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A. APPROVAL OF AGENDA

RECOMMENDATION 1

It was **MOVED** and **SECONDED**

THAT the Agenda for the Protective Services Meeting of April 1, 2021 be adopted. - **CARRIED**

B. REGIONAL EMERGENCY MANAGEMENT PROGRAM – For Information Only

1. A Discussion Paper

The Committee discussed the Regional Emergency Management Program, established by Bylaw No. 2375, and the recommendations contained in the Christie Mountain Fire After Action Report.

C. EXERCISE INCENDIARY – For Information Only

1. Exercise Report

This item was moved to the next Protective Services Committee meeting.

D. ADJOURNMENT

**It was MOVED and SECONDED
THAT the meeting adjourn. - CARRIED**

The meeting adjourned at 10:46 a.m.

APPROVED:

CERTIFIED CORRECT:

T. Roberts
Committee Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN BOARD of DIRECTORS MEETING

Minutes of the Regular Board Meeting of the Regional District of Okanagan-Similkameen (RDOS) Board of Directors held at 11:22 a.m. on Thursday, April 1, 2021 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"	Director S. Monteith, Electoral Area "I"
Vice Chair S. Coyne, Town of Princeton	Director R. Obirek, Electoral Area "D"
Director M. Bauer, Village of Keremeos	Director M. Pendergraft, Electoral Area "A"
Director G. Bush, Electoral Area "B"	Director T. Roberts, Electoral Area "G"
Director B. Coyne, Electoral Area "H"	Director K. Robinson, City of Penticton
Director R. Gettens, Electoral Area "F"	Director J. Sentes, City of Penticton
Director D. Holmes, District of Summerland	Director E. Trainer, District of Summerland
Director M. Johansen, Town of Oliver	Director J. Vassilaki, City of Penticton
Director R. Knodel, Electoral Area "C"	Director J. Bloomfield, Alt. City of Penticton
Director S. McKortoff, Town of Osoyoos	

MEMBERS ABSENT:

Director C. Watt, City of Penticton

STAFF PRESENT:

B. Newell, Chief Administrative Officer	C. Malden, Manager of Legislative Services
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A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the Agenda for the RDOS Board Meeting of April 1, 2021 be adopted. - **CARRIED**

1. Consent Agenda – Corporate Issues

a. Okanagan Falls Parks and Recreation Committee – March 11, 2021

THAT the Minutes of March 11, 2021 Okanagan Falls Parks and Recreation committee be received.

b. Electoral Area "C" Advisory Planning Commission – March 16, 2021

THAT the Minutes of March 16, 2021 Electoral Area "C" Advisory Planning Commission be received.

c. Electoral Area "I" Advisory Planning Commission – March 17, 2021

THAT the Minutes of March 17, 2021 Electoral Area "I" Advisory Planning Commission be received.

d. Corporate Services Committee – March 18, 2021

THAT the Minutes of the March 18, 2021 Corporate Services Committee meeting be received.

e. Planning and Development Committee – March 18, 2021

THAT the Minutes of the March 18, 2021 Planning and Development Committee meeting be received.

THAT the Regional District of Okanagan-Similkameen notify the BC Provincial government of the intention to begin a public consultation on the BC Energy Step Code through the official notification to consult process.

THAT the Regional District of Okanagan-Similkameen initiate an update to the Environmentally Sensitive Development Permit Areas as identified in Official Community Plan Amendment Bylaw 2912, 2020.

THAT the Regional District of Okanagan-Similkameen initiate an amendment to the Development Procedures as identified in Bylaw 2500.17, 2020.

THAT amendments to the Electoral Area Official Community Plan (OCP) Bylaws to introduce a Wildfire Development Permit Area designation not be initiated; and,

THAT the Regional District support increased awareness of FireSmart principals and practices through ongoing FireSmart education and programming; and

THAT the Regional District submit a resolution to the Southern Interior Local Government Association (SILGA) requesting the province to investigate changes to the BC Building Code to align with FireSmart.

THAT, prior to consideration of first reading, the Regional District of Okanagan-Similkameen Solar Energy System Amendment Bylaw No. 2911, be amended in order to incorporate the following:

- the minimum parcel area requirement for a ground mounted systems be revised from 1.0 ha to 0.25 ha; and*
- that ground mounted systems less than 1.2 meters in height be exempted from interior side, exterior side and rear setback requirements.*

f. RDOS Regular Board Meeting – March 18, 2021

THAT the minutes of the March 18, 2021 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the Consent Agenda – Corporate Issues be adopted. - CARRIED

2. Consent Agenda – Development Services

a. Development Variance Permit Application – 3527 Coalmont Road – Electoral Area “H”

THAT Development Variance Permit No. H2021.014-DVP, to allow for a boundary lot line adjustment between District Lot 701 and District Lot 702, be approved.

i. Permit

b. Temporary Use Permit Application – 430 Pinefill Road – Electoral Area “C”

THAT Temporary Use Permit No. C2021.003-TUP, to allow for temporary farm labour housing in ALR lands, be approved.

i. Permit

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

IT WAS MOVED AND SECONDED

THAT the Consent Agenda – Development Services be adopted. - CARRIED

B. DEVELOPMENT SERVICES – Rural Land Use Matters

1. 2021 Regional Housing Needs Assessment
 - a. Report

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Regional District receive the “Regional District Okanagan-Similkameen 2021 Housing Needs Assessment”. - **CARRIED**

2. **Agricultural Land Commission Referral (Non-Adhering Residential Use) – 5475 Sumac St – Electoral Area “C”**

The Chair enquired whether the property owner or agent was present to address the Board.

RECOMMENDATION 5 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the RDOS Board “authorize” the application for a “non-adhering residential use – Additional Residence for Farm Use” at 5475 Sumac Street (Lot 225, Plan 1789, DL2450S, SDYD) to proceed to the Agricultural Land Commission. - **CARRIED**

3. **Agricultural Land Commission Referral (Non-adhering Residential Use) – 379 Linden Avenue – Electoral Area “I”**

RECOMMENDATION 6 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the application for a “non-adhering residential use – Principal Residence more than 500 m²” at 379 Linden Avenue (Lot 59, Plan 719, District Lot 105S, SDYD) be “authorized” to proceed to the Agricultural Land Commission. - **CARRIED**

4. **Development Variance Permit Application – 363 Pineview Drive – Electoral Area “I”**

- a. Permit
- b. Representations

RECOMMENDATION 7 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

That the Board approve Development Variance Permit No. I2021.005-DVP. - **CARRIED**

5. **Postponement of an Official Community Plan (OCP) Bylaw Amendment Application – 1750 Highway 3 – Electoral Area “A”**

RECOMMENDATION 8 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT consideration of Amendment Bylaw Application No. A2018.207-ZONE, which is proposing to amend the land use designation of the property at 1750 Highway 3 (Lot 15, Plan KaP21789, Sublot 2, District Lot 2709, SDYD) under the Electoral Area “A” Official Community Plan (OCP) Bylaw No. 2450, 2008, be deferred pending the adoption of the Electoral Area “A” OCP Bylaw No. 2905, 2021. - **CARRIED**

6. **Zoning Bylaw Amendment – 8475 Princeton-Summerland Road – Electoral Area “F”**
a. Amendment Bylaw No. 2461.15

RECOMMENDATION 9 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2461.15, 2021, Electoral Area “F” Zoning Amendment Bylaw 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 6, 2021;

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

CARRIED

7. **Zoning Bylaw Amendment – Electoral Area “D”, “E”, “F”, & “I”
Regulation of “Solar Energy Systems”**
a. Amendment Bylaw No. 2911
b. Representations

RECOMMENDATION 10 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Amendment Bylaw No. 2911, 2021, Regional District of Okanagan Similkameen Solar Energy Systems Regulation Zoning Amendment Bylaw 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 6, 2021;

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

CARRIED

8. **Zoning Bylaw Amendment – Unit 102 & 103, 850 Railway Lane - Electoral Area “D”**
a. Amendment Bylaw No. 2455.45

RECOMMENDATION 11 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2455.45, 2021 Electoral Area “D” Zoning Amendment Bylaw be adopted. - **CARRIED**

9. **Amendment of the Development Procedures Bylaw No. 2500, 2011**
a. Amendment Bylaw No. 2911

RECOMMENDATION 12 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Regional District of Okanagan-Similkameen Development Procedures Amendment Bylaw No. 2500.19, 2021, be adopted. – **CARRIED**

Opposed: Director Monteith

C. PUBLIC WORKS**1. RDOS Administered Landfills Regulatory Bylaw**

- a. Bylaw No. 2925, 2021
- b. Summary of Changes

RECOMMENDATION 13 (Unweighted Participant Vote – 2/3 Majority)

Participants: Electoral Areas "B", "C", "D", "E", "F", "G", "I", Keremeos, Oliver, Penticton

It was MOVED and SECONDED

THAT Bylaw No. 2925, 2021 RDOS Administered Landfills Regulatory Bylaw, being a bylaw to establish regulations for Solid Waste disposal at Campbell Mountain, Okanagan Falls, Oliver and Keremeos Landfills, be read a first, second and third time and be adopted. - **CARRIED**

D. COMMUNITY SERVICES**1. E-Comm 9-1-1 Service Contract Extension**

- a. Agreement

RECOMMENDATION 14 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the Regional District of Okanagan Similkameen authorize Emergency Services Communication (9-1-1) Agreement Amendment No.2 with the Central Okanagan Regional District to extend the Agreement from January 1, 2021 to December 31, 2021.

AND THAT the Regional District add the Regional District of Central Okanagan as "Associate Member" to its Municipal Insurance Association of BC (MIABC) policy for liability insurance purposes and authorize its signing officers to execute a Service Provider Agreement associated with the administration of the Emergency Services Communication (9-1-1) Agreement Amendment No.2.

AND THAT the Regional District extend RDCO as an associate member on the MIABC policy.
CARRIED

2. Manitou Park Pathway Award of Contract

- a. Administrative Report

RECOMMENDATION 15 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the construction of a pathway at Manitou Park be awarded to Chute Creek Construction Ltd. up to the amount of \$71,870.00, exclusive of GST. - **CARRIED**

E. LEGISLATIVE SERVICES**1. Board Procedure Bylaw**

- a. Bylaw No. 2620 Consolidated – to repeal
- b. Bylaw No. 2789

RECOMMENDATION 16 (Unweighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2798, 2021, being a bylaw of the Regional District of Okanagan-Similkameen to regulate the meetings of the Board and the conduct thereof, be read a first, second and third time and be adopted. – **CARRIED**

Opposed: Director Holmes

F. CAO REPORTS

1. Verbal Update
-

G. OTHER BUSINESS**1. Chair's Report**

2. Directors Motions

Director R. Obirek

It was MOVED and SECONDED

THAT the Board of Directors refer discussion on a proposed name change for the Garnett Family Park to the next Community Services Committee. - **DEFEATED**

Opposed: Directors B. Coyne, Holmes, Bush, Vassilaki, Sentes, Robinson, Bauer, Pendergraft, Johansen, S. Coyne, Roberts, Knodel, Kozakevich

Notice of Motion – Director Roberts

Review Chipping Program objectives and funding model

3. Board Members Verbal Update

Director Vassilaki requested mayors of the Regional District municipalities send letters of support to the Province, the Premier and Minister Eby concerning the invoking of paramountcy toward municipalities.

H. CLOSED SESSION

RECOMMENDATION 17 (Unweighted Corporate Vote – Simple Majority)

It was **MOVED** and **SECONDED**

THAT in accordance with Section 90(1)(e) of the *Community Charter*, the Board close the meeting to the public on the basis of 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.

CARRIED

The meeting was closed to the public at 12:17 p.m.

The meeting was opened to the public at 12:20 p.m.

I. ADJOURNMENT

It was **MOVED** and **SECONDED**

THAT the meeting adjourn. - **CARRIED**

The meeting adjourned at 12:20 p.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Electoral Area "E" Advisory Planning Commission Resignation

Administrative Recommendation:

THAT the Board of Directors receive the resignations of Bruce Clough and Phil Jansen as a members of the Electoral Area "E" Advisory Planning Commission; and

THAT a letters be forwarded to Mr. Clough and Mr. Jansen thanking them for their contributions to the Electoral Area "E" Advisory Planning Commission.

Purpose:

To accept the resignation of two members of the Electoral Area "E" Advisory Planning Commission.

Background:

Advisory Planning Commission Bylaw No. 2339, 2006, enables the creation of Advisory Planning Commissions for each of the Regional District's electoral areas and establishes the role of the Commission members in the Regional District planning process. Section 4 of the Bylaw addresses retention of commission members, requiring the Board, by resolution, to appoint and accept the resignation of Commission members upon the recommendation of the respective Electoral Area Director.

Analysis:

On April 6, 2021, the Regional District was notified that Mr. Clough had advised of his intent to resign as a member of the Electoral Area "E" APC effective immediately. Mr. Clough has provided long service to the Electoral Area "E" Advisory Planning Commission, joining the APC in 2005. On April 8, 2021, the Regional District was advised that Phil Jansen was also wishing to resign. Mr. Jansen has also being a long-serving member of the APC , serving since at least 2006.

Respectfully submitted:

Endorsed by:

"Gillian Cramm"

G. Cramm, Legislative Services Coordinator

C. Malden, Manager of Legislative Services

The subject property is within the Okanagan Falls Fire District, is serviced by community sewer and water is provided by Okanagan Falls Irrigation District and has been classified as "Residential" (Class 01) by BC Assessment.

Under the Regional Growth Strategy (RGS) Bylaw No. 2770, 2017, the subject parcel is within the Okanagan Falls Primary Growth Area.

Under the Electoral Area "D" Official Community Plan (OCP) Bylaw No. 2603, 2013, the subject property is currently designated Town Centre (TC), and is the subject of Okanagan Falls Town Centre Development Permit (OFTCDP) Area designation.

Under the Electoral Area "D" Zoning Bylaw No. 2455, 2008, the property is currently zoned Okanagan Falls Town Centre (OFTC) which permits, among other uses, apartment buildings. The maximum density permitted is 100 dwelling units per hectare (which equates to 3 dwelling units within subject strata lots).

The OFTC zone has zero lot line setbacks for all property lines except those fronting Highway 97 where a 4.5 metre setback is required (coinciding with Ministry of Transportation and Infrastructure setback permit requirements).

Under Section 8.0 (Floodplain Regulations) of the Zoning Bylaw, the subject property is within the floodplain associated with Skaha Lake

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted until the commencement of the regular Board meeting. Any comments will be on the agenda as separate item.

Analysis:

In considering this proposal, Administration notes that the subject site is in close proximity with Lions Park (immediate North), Kettle Valley Rail Trail (immediate West) and Kenyon Park (northeast), thereby mitigating the impact of reduced amenity space.

The Zoning Bylaw's use of amenity space regulations is generally to provide efficient useable open space area, outside of setbacks and parking area, for recreational use of the residents of a dwelling unit.

In Town Centre area – provision of amenity space is more crucial as there is a need to ensure a sufficient amount of amenity space is provided to support recreational needs and access to outdoor space. In residential zones these types of uses are typically associated with a sufficient amount of outdoor amenity space (regulated by larger rear yard setbacks).

In this instance, Administration notes that the proposal to convert bottom commercial into residential units is consistent with the Electoral Area "D" OCP Bylaw, which promotes additional density in Okanagan Falls Town Centre.

While reviewing a variance, Administration will consider the proposed reduction (in amenity space in this instance) and its impact on the neighbourhood. In this instance, the reduction in amenity space itself is seen to be minimal (*required 50 m², provided 41 m²*) and the proximity of subject site to nearby parks and beach is seen to mitigate the reduced amenity space.

Administration also notes that building was constructed in late 90's, during which the provisions for amenity space were lenient and not strictly followed. It is important to note that no new structures are proposed through conversion of units, thereby limiting the applicant's ability to provide additional amenity space on an already developed lot. (*for eg. providing deck space is not an option on ground floor units*)

Conversely, Administration notes that there are options available to meet the bylaw provision for amenity space by converting parking spaces into outdoor recreation areas.

For these reasons, Administration supports the requested variances and is recommending approval.

Alternatives:

1. That the Board deny Development Variance Permit No. D2021.012-DVP.
2. That the Board defer consideration of the application and it be referred to the Electoral Area "D" Advisory Planning Commission.

Respectfully submitted

R. Gadoya

Rushi Gadoya, Planning Technician

Endorsed by:



C. Garrish, Planning Manager

Attachments: No. 1 – Site Photo (Google Streetview)

Attachment No. 1 – Site Photo (Google Streetview)





Development Variance Permit

FILE NO.: D2021.012-DVP

Owner: Ryan Kononoff (Clearbridge Holdings LTD)
Unit 203 – 2006 Gladys Ave
Abbotsford, BC V0H 1R4

Agent: Braiden Konoff

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', and 'C', 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: Strata Lot 1, Plan KAS2687 DL 2883S, SDYD; &

Strata Lot 2, Plan KAS2687 DL 2883S, SDYD

Civic Address: Unit 102 850 Railway Lane; &

Unit 103 850 Railway Lane

Parcel Identifier (PID): 026-013-720; & 026-013-738 Folio: D-00999.800

CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Electoral Area "D" Zoning Bylaw No. 2455, 2008, in the Regional District of Okanagan-Similkameen:

- a) the minimum area of amenity space per dwelling unit in the Okanagan Falls Town Centre (OFTC) Zone, as prescribed in Section 13.1.10(a), is varied:
 - i) from: 10.0 m²
 - to: 8.2 m² 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 _____, 2021.

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

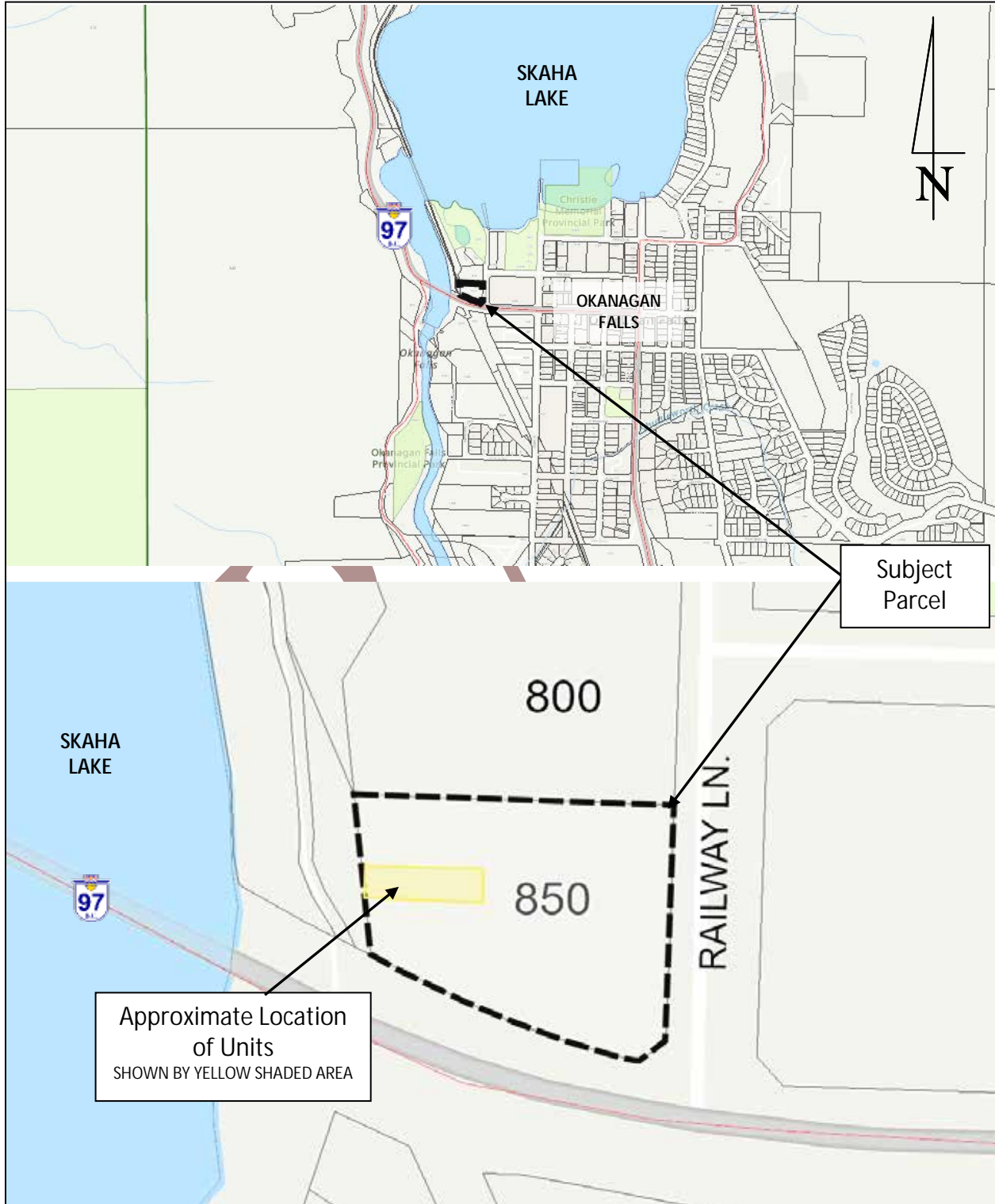
101 Martin St, Penticton, BC, V2A-5J9
Tel: 250-492-0237 Email: planning@rdos.bc.ca



Development Variance Permit

File No. D2021.012-DVP

Schedule 'A'



Regional District of Okanagan-Similkameen

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

Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2021.012-DVP

Schedule 'B'

850 RAILWAY LANE APARTMENT CONVERSION ISSUED FOR PRICING

JAN 27, 2021



EXISTING BUILDING (SOUTH EXPOSURE)
SCALE: 1/8" = 1'-0"

BUILDING INFORMATION	
CIVIC ADDRESS	850 RAILWAY LANE, OK FALLS, BC
LEGAL ADDRESS	Plot: KAS2687, District Lot 28835
ZONING	OKANAGAN FALLS TOWN CENTRE ZONE (OFTC)
BUILDING DESCRIPTION	3 STOREY MIXED USE (CURRENTLY COMMERCIAL MAIN FLOOR, RESIDENTIAL TWO UPPER FLOORS)
CONSTRUCTION	NON-COMBUSTIBLE
SPRINKLERED	NON-SPRINKLERED



LOCATION MAP AND SITE PLAN
SCALE: 1/8" = 1'-0"

PROJECT DESCRIPTION:

THE PROJECT INCLUDES THE RENOVATION OF THE TWO WESTERNMOST COMMERCIAL SUITES ON THE MAIN FLOOR. THE COMMERCIAL UNITS WILL BE CONVERTED INTO FIVE (5) RESIDENTIAL UNITS TO BE INCLUDED INTO THE EXISTING BUILDING STRATA.

PARKING NOTES:

1.75 SPOTS/UNIT X 5 UNITS = 9 PARKING SPOTS
9 PARKING SPOTS ARE AVAILABLE FOR DEDICATION TO THESE 5 RESIDENTIAL UNITS.

Regional District of Okanagan-Similkameen

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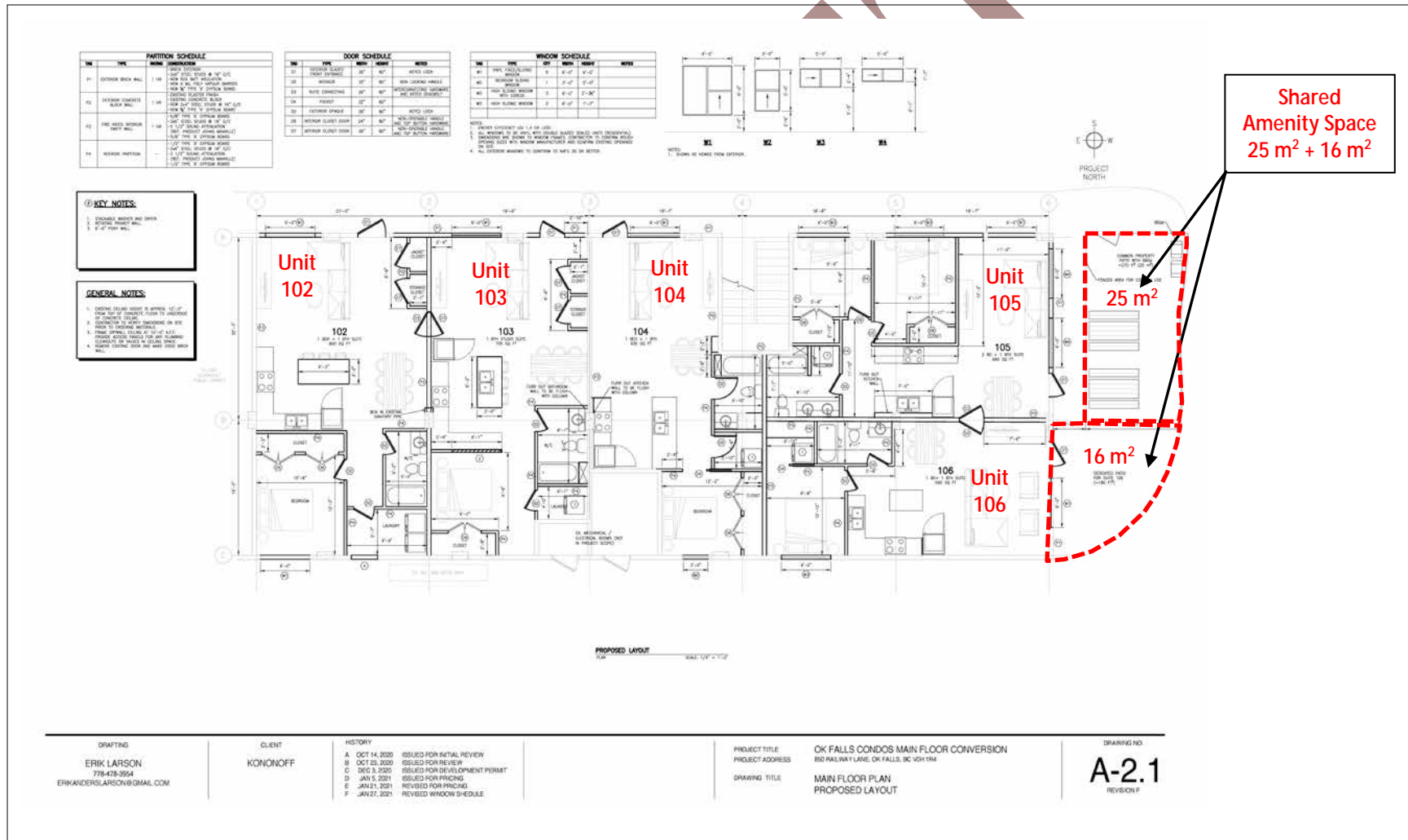
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. D2021.012-DVP

Schedule 'C'



Under the Electoral Area "1" Zoning Bylaw No.2457, 2008, the property is currently zoned Residential Single Family Two (RS2) which permits, among other uses, accessory building and structures.

The proposal is within 4.5 metres of a reoad reserve, and the Ministry of Transportation and Infrastructure issued a permit (Permit No. 2021-01625) on March 24, 2021 for the proposed retaining wall. BC Assessment has classified the property as "Residential" (Class 01).

Public Process:

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted until the commencement of the regular Board meeting. Any comments will be on the agenda as separate item.

At its meeting of February 17, 2021, the Electoral Area "1" Advisory Planning Commission (APC) resolved to recommend to the RDOS Board that the subject application be approved.

Analysis:

In considering this proposal, Administration notes that the proposed retaining wall is stepped to align with the slope of the abutting parcel and reduces in height as it approaches the street.

The lowest portion of this retaining wall is abutting the street and gains elevation as it follows the sloped driveway upwards towards the garage.

Due to the grade change at the base, the retaining wall is disadvantaged by height calculations measuring from the lowest grade to the top of the structure.

In this instance, the retaining wall is less imposing on the streetscape, as the face of the retaining wall is less than 2.0 metres or less for the majority of the wall. Further, it is perpendicular to the street so there is no large wall facing the street and no impact to sightlines.

Since 2013, the Regional District has attempted to mitigate the impact of residential development on hillsides in other Electoral Areas through the use of development permit area guidelines and, since January of 2018, the use of retaining wall regulations in all Okanagan Valley Electoral Areas.

These regulations have sought to encourage retaining walls be integrated into the terrain and respect the natural character of the site in order to achieve environmentally sound and liveable hillside neighbourhoods.

Further, retaining walls should be aesthetically well integrated into a hillside to enhance the desirability and marketability of hillside developments, allowing flexibility and innovation in design while recognizing the importance of preserving natural features and hillside character.

Conversely, Administration recognises that this site was previously developed to include a single detached dwelling with garage and a driveway that did not require a retaining wall. As such, an additional driveway is not strictly necessary for reasonable enjoyment of the parcel and may be construed as over-development.

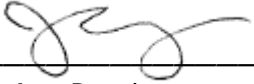
However, Administration contends that the bulk of the retaining wall is keeping with the intent of the regulation and facilitates reasonable access to a permitted garage.

For these reasons, Administration supports the requested variances and is recommending approval.

Alternative:

1. That the Board deny Development Variance Permit No. I2020.013-DVP.

Respectfully submitted



JoAnn Peachey

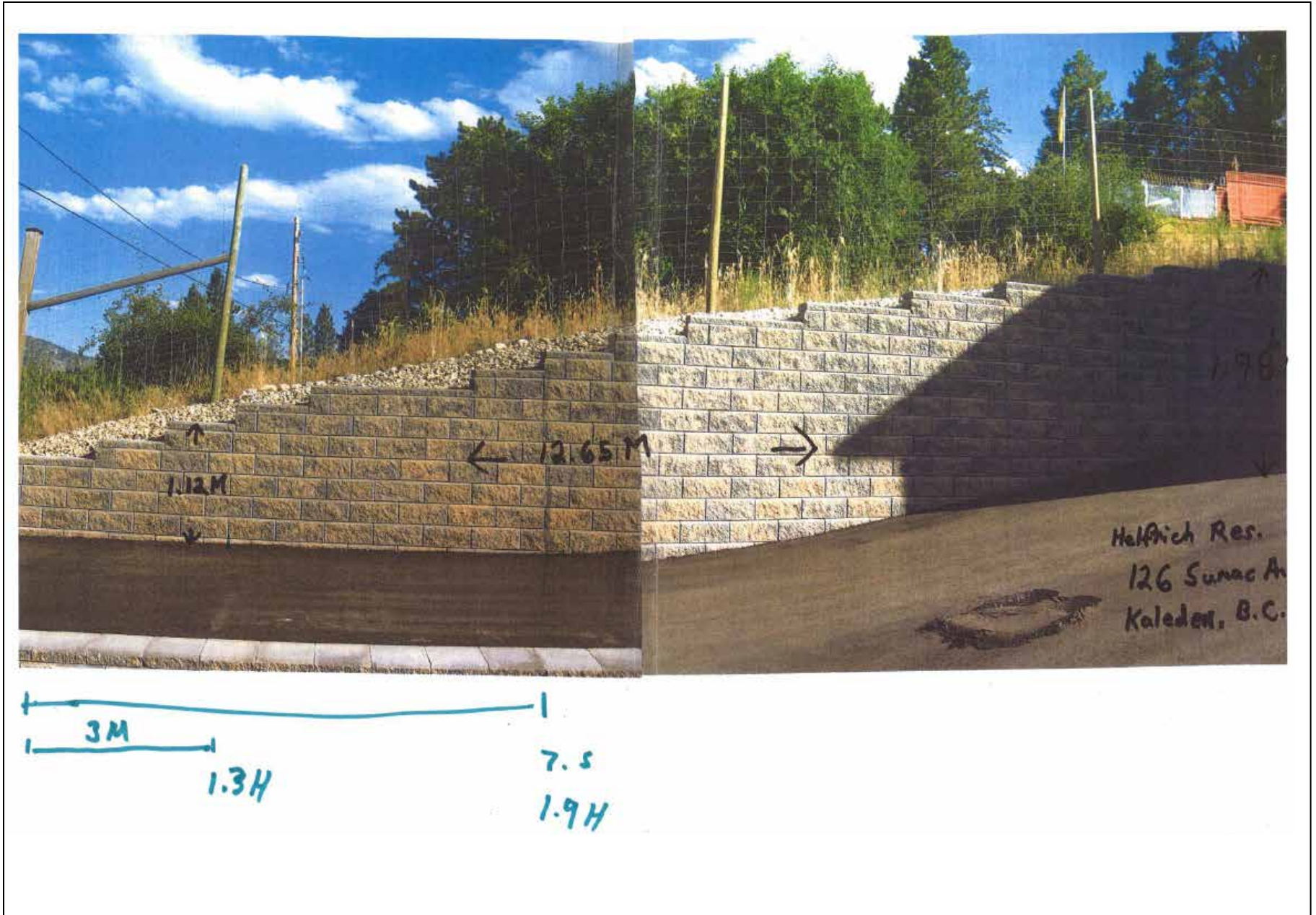
Endorsed by:



C. Garrish, Planning Manager

Attachments: No. 1 – Applicant’s Retaining Wall Photo

Attachment No. 1 – Applicant's Retaining Wall Photo





Development Variance Permit

FILE NO.: I2020.013-DVP

Owner: Darrell Helfrich
126 Sumac Avenue
Kaleden, BC, V0H 1K0

Agent: n/a

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', and 'C', 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 B, Plan 40421, District Lot 105s, SDYD

Civic Address: 126 Sumac Avenue

Parcel Identifier (PID): 012-445-371 Folio: I-01484.510

CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Electoral Area "I" Zoning Bylaw No. 2457, 2008, in the Regional District of Okanagan-Similkameen:
 - a) the maximum height of a retaining wall, as prescribed in Section 7.30.4, is varied:
 - i) from: 2.0 metres
 - to: 3.66 metres as shown on Schedule 'C'.

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 _____, 2021.

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

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

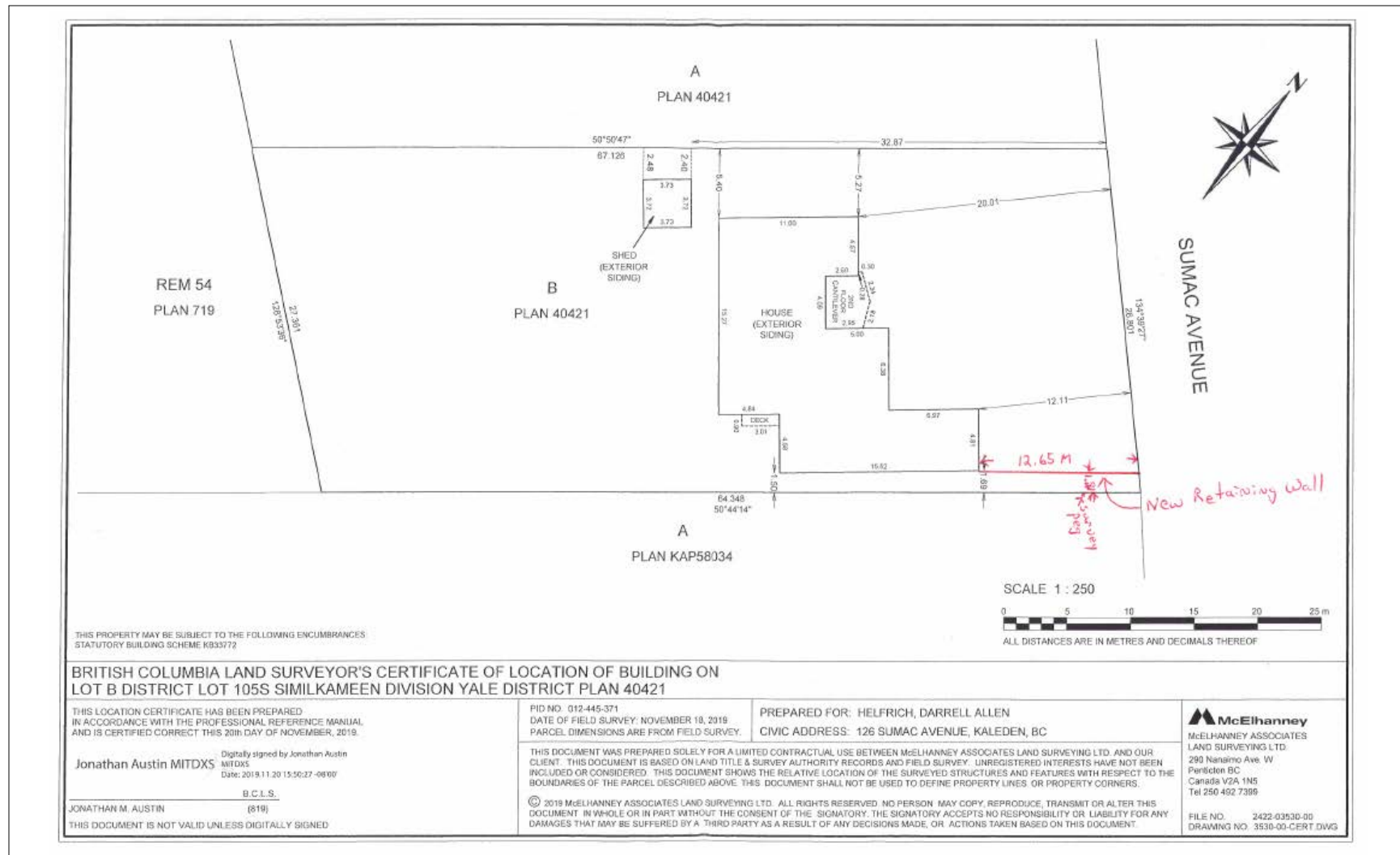
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Development Variance Permit

File No. I2020.013-DVP

Schedule 'B'



Regional District of Okanagan-Similkameen

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

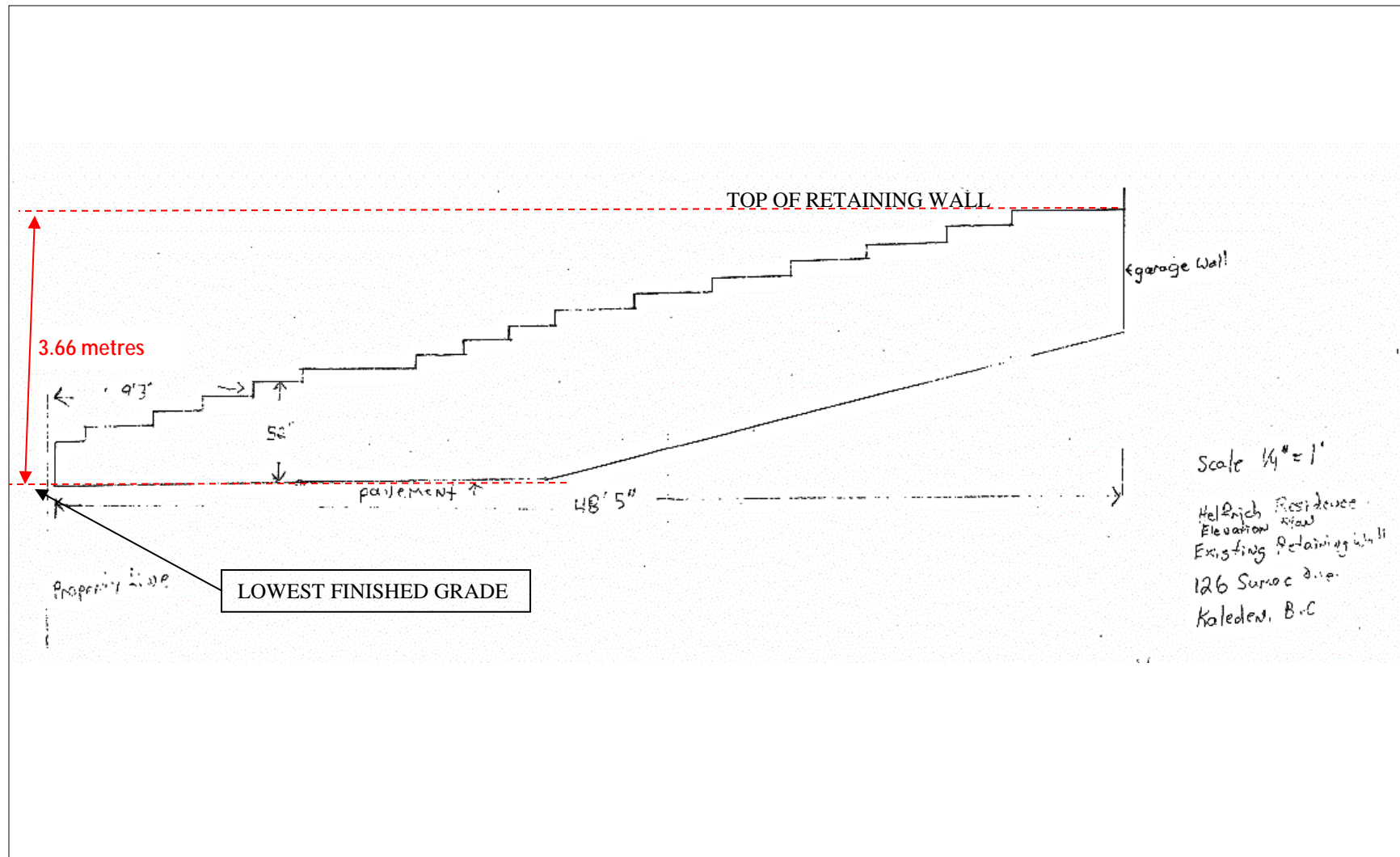
Telephone: 250-492-0237 Email: info@rdos.bc.ca



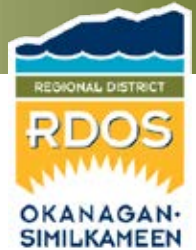
Development Variance Permit

File No. I2020.013-DVP

Schedule 'C'



ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Zoning Bylaw Amendment – Okanagan Falls Commercial Zone Review
(Okanagan Falls Town Centre Plan – Phase 3)

Administrative Recommendation:

THAT Official Community Plan (OCP) Amendment Bylaw No. 2603.15, 2021, and Zoning Amendment Bylaw 2455.38, 2021 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 6, 2021;

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

Proposal:

It is being proposed that the Regional District Board initiate an amendment to the Electoral Area “D” Official Community Plan (OCP) and Zoning Bylaws in order to update the Okanagan Falls Commercial Transition zone as part of the final phase of implementing the Okanagan Falls Town Centre Plan as well as on-going work related to the preparation of a single zoning bylaw for the Okanagan Electoral Areas.

Specifically, it is being proposed that the Okanagan Falls Town Centre Transition Zone (C4), which applies to 31 parcels, be replaced as follows:

- that 16 parcels be rezoned to a General Commercial (C1);
- that 7 parcels be rezoned to Medium Density Residential (RM1),
- that 5 parcel be rezoned to Highway Commercial (C4),
- that 2 parcels be rezoned to Administrative and Institutional (AI); and
- that 1 parcel be rezoned to Tourist Commercial (CT1).

Background:

The Okanagan Falls Town Centre Plan was commenced in 2014 with the objective of helping to “reverse the economic fortunes of Okanagan Falls” by creating a land use plan to guide strategic public and private investments and partnerships, and to foster positive streetscape improvements and quality urban design that together will provide a distinctive sense of place. The planning process was conducted in three (3) phases and included significant consultation with the community and other stakeholders.

At its meeting of November 16, 2017, the Planning and Development (P&D) Committee of the Regional District Board resolved to accept the Okanagan Falls Town Centre Plan as a guiding document for the future amendments to the Electoral Area “D” Official Community Plans (OCP) and Zoning Bylaws.

At its meeting of November 16, 2017, the Board also directed Administration to complete a review of the Electoral Area “D-2” Zoning Bylaw to ensure conformance to the Okanagan Falls Town Centre Plan – Phase 3 Report as a strategic project for 2018, and this work remains on-going.

Incorporating changes into the OCP and Zoning Bylaws has been done in phases: Phase 1 amendments to the OCP Bylaw were adopted on August 2, 2018, while Phase 2 amendments to the Zoning Bylaw were adopted on February 7, 2019. Phase 3, which is the section of Highway 97 south of Main Street was originally scheduled to occur in 2019, but was delayed until 2021.

Amendment Bylaw No. 2603.15, 2018 and No. 2455.38, 2018, represent the third and final phase of incorporating the OK Falls Town Centre Plan’s recommendations. These amendment bylaws also reflect changes made to all Commercial zones as part of the single South Okanagan Zoning Bylaw update.

Referrals:

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

Public Process:

In lieu of holding an in person Public Information Meeting (PIM), letters were sent to all affected property owners on October 29, 2020. This involved approximately 52 different owners of 31 different parcels (including strata parcels) advising of the proposed zoning changes, and offering to meet to discuss any questions or comments they may have had. In response, one (1) property owner contacted the Regional District.

On February 9, 2021, the regional District resent letters to all property owners advising them of the proposed zoning amendments. Subsequently, on February 23, 2021, and as a result of received feedback, five (5) property owners were advised of a new proposed Highway Commercial (C4) zone.

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

Analysis:

A principal objective of the Okanagan Falls Town Centre Plan is to encourage the area north of Highway 97 to become the focal point of the community through the encouragement of new, mixed-used and multi-family residential developments.

In support of this strategic direction, the final phase of the Town Centre Plan involves a review of the commercial C4 zoning south of the Town Centre adjacent to Highway 97 and to replace it with more suitable zoning.

While many of the buildings along this corridor are being used for commercial purposes in the past, and are being proposed for conversion to a different commercial zone, others have been converted to non-commercial uses, such as residential or administrative.

The replacement zoning being proposed for each property was done in consideration of information obtained from BC Assessment classifications, current land use, potential re-development, and policy directions from the OCP and the Town Centre Plan.

Also, through public feedback, a number of properties have been re-designated as Highway Commercial (C4), a new zone that allows a mixed use that retains uses similar to a commercial zone and also allows for dwelling units above or at the rear of the property.

In summary, Administration believes that the proposed changes support the direction of the Okanagan Falls Town Centre Plan, and the Electoral Area "D" OCP while encouraging a broad range of commercial uses along the highway and the potential for greater residential density by introducing a Medium Density zone.

Alternatives:

1. THAT Official Community Plan (OCP) Amendment Bylaw No. 2603.15, 2018, and Zoning Amendment Bylaw 2455.38, 2018 be read a first and second time and proceed to public hearing;
AND THAT the holding of the public hearing be delegated to Director Obirek, or their delegate;
AND THAT staff schedule the date, time, and place of the public hearing in consultation with Director Obirek;
AND THAT staff give notice of the public hearing in accordance with the requirements of the *Local Government Act*.
2. THAT Official Community Plan (OCP) Amendment Bylaw No. 2603.15, 2021 and Zoning Amendment Bylaw No. 2455.38, 2021 be deferred; or
3. THAT Official Community Plan (OCP) Amendment Bylaw No. 2603.15, 2021 and Zoning Amendment Bylaw No. 2455.38, 2021 be denied.

Respectfully submitted:


C. Garrish, Planning Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2603.15, 2021

A Bylaw to amend the Electoral Area "D" Official Community Plan Bylaw No. 2603, 2013

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 "Electoral Area "D" Okanagan Falls Town Centre Update Official Community Plan Amendment Bylaw No. 2603.15, 2021."
2. The Official Community Plan Bylaw Map, being Schedule 'B' of the Electoral Area "D" Official Community Plan Bylaw No. 2603, 2013, is amended by changing the land use designation of the land described as:
 - i) Plan KAP3787, District Lot 374, SDYD, Parcel A, Portion KV78711 (1045 Highway 97) and shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Commercial (C) to Commercial Tourist (CT).
 - ii) Lots 8-12, Block 9, Plan KAP4, District Lot 374, SDYD (923 Ash Street) and Lots 13-17, Block 9, Plan KAP4, District Lot 374, SDYD (5110 10th Avenue), and shown shaded yellow on Schedule 'B', which forms part of this Bylaw, from Commercial (C) to Medium Density Residential (MR).
 - iii) Plan KAP5823, District Lot 374, SDYD, Parcel A, Portion (KD776), Okanagan Falls Townsite (917 Highway 97), and shown shaded yellow on Schedule 'C', which forms part of this Bylaw, from Commercial (C) to Medium Density Residential (MR).
 - iv) Lot 20, Block 10, Plan KAP1280, District Lot 374, SDYD (1008 10th Avenue), and shown shaded yellow on Schedule 'D', which forms part of this Bylaw, from Commercial (C) to Medium Density Residential (MR).
 - v) Lot A, Plan KAP52004, District Lot 374, SDYD (917 Ash Street) and shown shaded yellow on Schedule 'E', which forms part of this Bylaw, from Commercial (C) to Medium Density Residential (MR).
 - vi) Parcel A, Block 10, Plan KAP1280, District Lot 374, SDYD, Portion KD20684, (1016 Highway 97) and shown shaded yellow on Schedule 'F', which forms part of this Bylaw, from Commercial (C) to Medium Density Residential (MR).

- vii) Plan KAS1099, District Lot 374, SDYD, (1133 & 1135 Main Street) and shown shaded yellow on Schedule 'G', which forms part of this Bylaw, from Commercial (C) to Medium Density Residential (MR).
 - viii) Lot 1, Plan KAP23248, District Lot 374, SDYD, Okanagan Falls Townsite (5099 Veterans Way) and shown shaded yellow on Schedule 'H', which forms part of this Bylaw, from Commercial (C) to Administrative, Cultural and Institutional (AI).
 - ix) Lot 9, Plan KAP34520, District Lot 374, SDYD (1145 Highway 97) and shown shaded yellow on Schedule 'I', which forms part of this Bylaw, from Commercial (C) to Administrative, Cultural and Institutional (AI).
3. The Official Community Plan Bylaw Form and Character Development Permit Areas Map, being Schedule 'E' of the Electoral Area "D" Official Community Plan Bylaw No. 2603, 2013, is amended by:
- i) deleting the Okanagan Falls Multiple Family Development Permit Area from the property described as Lot 1, Plan KAP23248, District Lot 374, SDYD, Okanagan Falls Townsite (5099 Veterans Way) and shown shaded yellow on Schedule 'J', which forms part of this Bylaw.
 - ii) by deleting the Okanagan Falls Commercial Development Permit Area from the property described as Lot 9, Plan KAP34520, District Lot 374, SDYD (1145 Highway 97) and shown shaded yellow on Schedule 'K', which forms part of this Bylaw.
 - iii) replacing the Okanagan Falls Commercial Development Permit Area with the Okanagan Falls Multiple Family Development Permit Area on the property described as Plan KAP5823, District Lot 374, SDYD, Parcel A, Portion (KD776), Okanagan Falls Townsite (917 Highway 97), and shown shaded yellow on Schedule 'L', which forms part of this Bylaw.
 - iv) replacing the Okanagan Falls Commercial Development Permit Area with the Okanagan Falls Multiple Family Development Permit Area on the property described as Parcel A, Block 10, Plan KAP1280, District Lot 374, SDYD, Portion KD20684, (1016 Highway 97) and shown shaded yellow on Schedule 'M', which forms part of this Bylaw.
 - v) replacing the Okanagan Falls Commercial Development Permit Area with the Okanagan Falls Multiple Family Development Permit Area on the property described as Lots 8-12, Block 9, Plan KAP4, District Lot 374, SDYD (923 Ash Street) and Lots 13-17, Block 9, Plan KAP4, District Lot 374, SDYD (5110 10th Avenue), and shown shaded yellow on Schedule 'N', which forms part of this Bylaw.
 - vi) replacing the Okanagan Falls Commercial Development Permit Area with the Okanagan Falls Multiple Family Development Permit Area on the property described as Lot 20, Block 10, Plan KAP1280, District Lot 374, SDYD (1008 10th Avenue), and shown shaded yellow on Schedule 'O', which forms part of this Bylaw.

- vii) replacing the Okanagan Falls Commercial Development Permit Area to Okanagan Falls Multiple Family Development Permit Area on the property described as Plan KAS1099, District Lot 374, SDYD, (1133 & 1135 Main Street) and shown shaded yellow on Schedule 'P', which forms part of this Bylaw.
- viii) replacing the Okanagan Falls Commercial Development Permit Area to Okanagan Falls Multiple Family Development Permit Area on the property described as Lot A, Plan KAP52004, District Lot 374, SDYD (917 Ash Street) and shown shaded yellow on Schedule 'Q', which forms part of this Bylaw.

READ A FIRST AND SECOND TIME this ____ day of _____, 2021.

PUBLIC HEARING HELD this ____ day of _____, 2021.

READ A THIRD TIME this ____ day of _____, 2021.

ADOPTED this ____ day of _____, 2021.

Board Chair

Chief Administrative Officer

DRAFT

Regional District of Okanagan-Similkameen

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

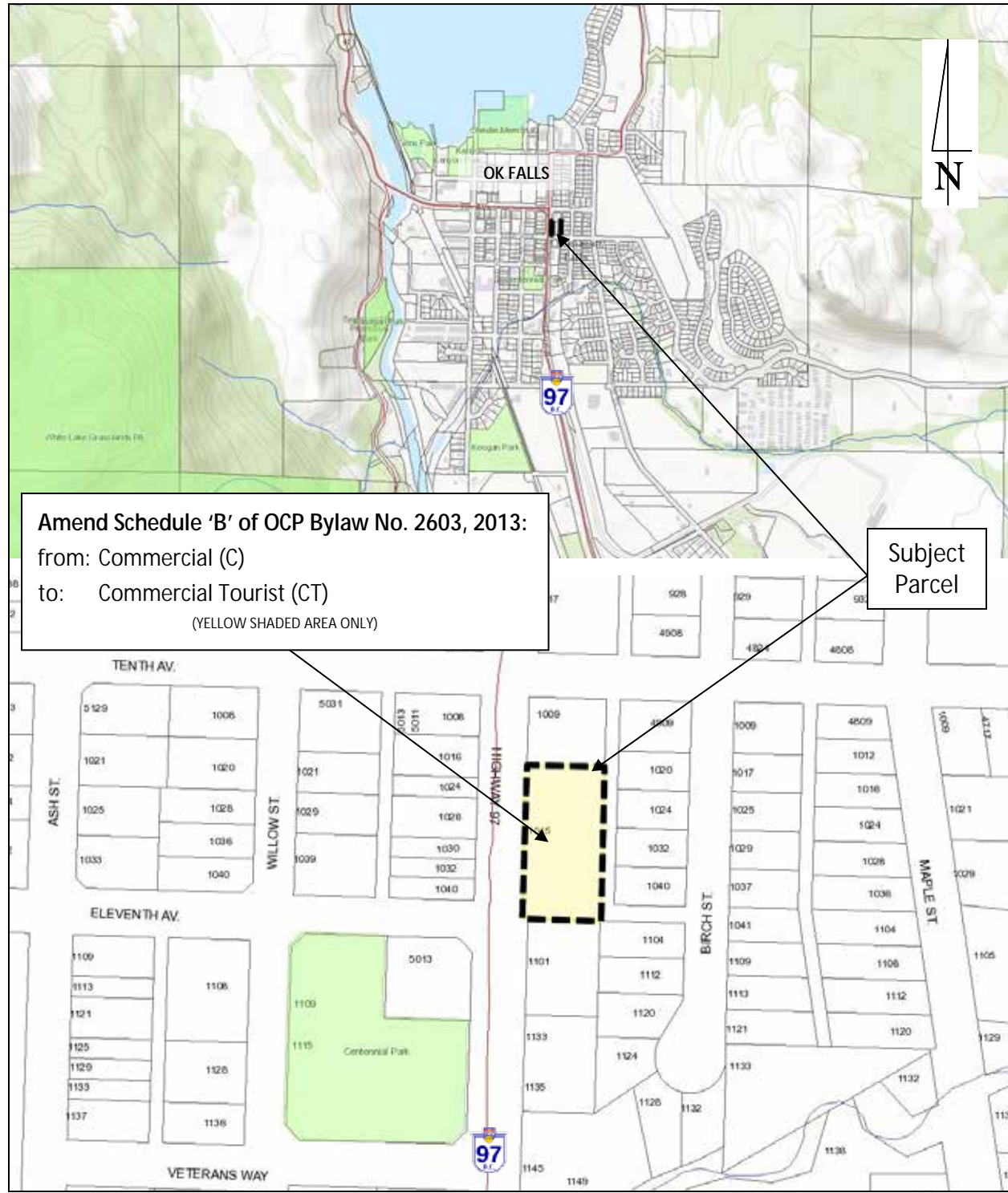
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'A'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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Regional District of Okanagan-Similkameen

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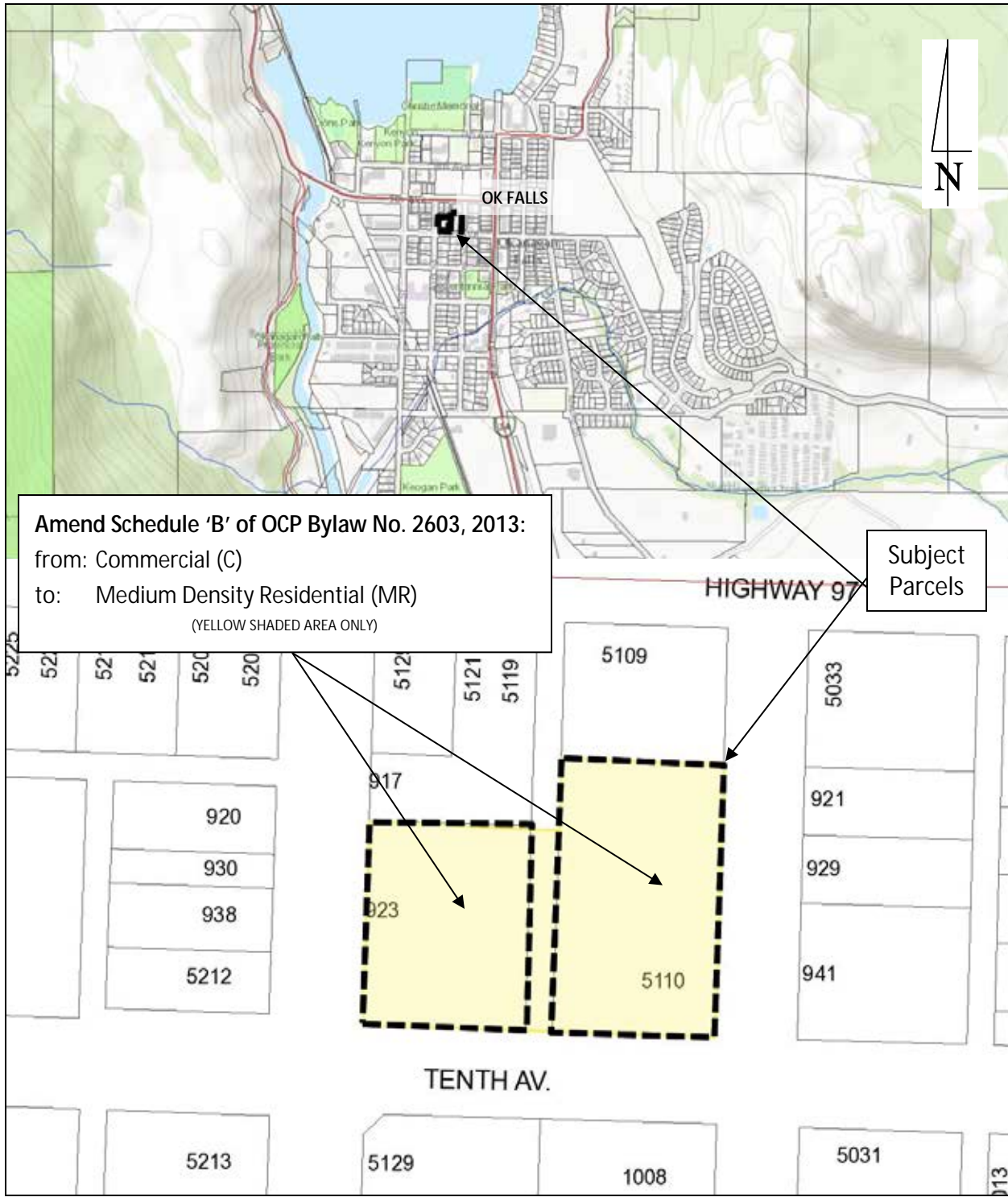
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'B'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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

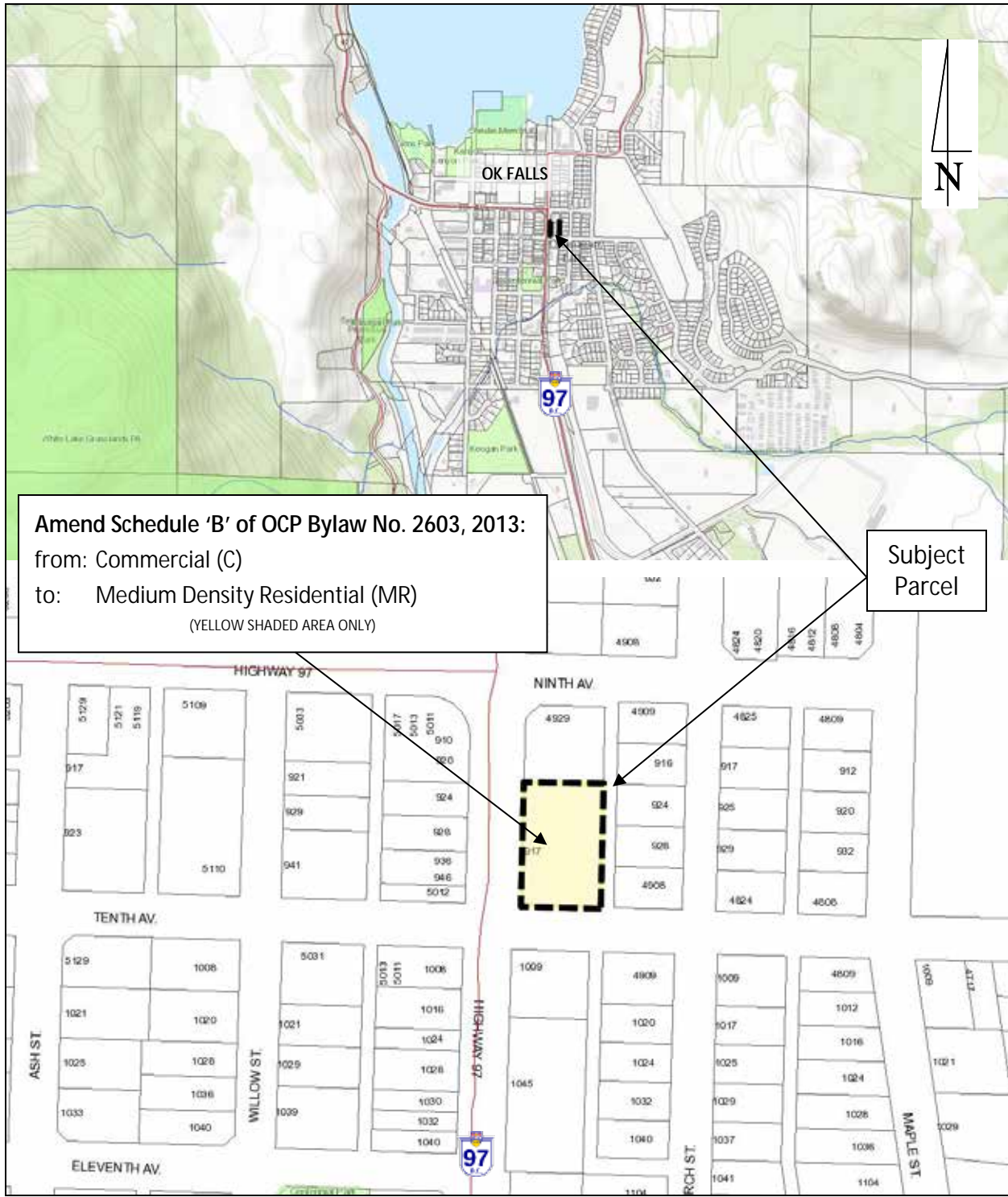
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'C'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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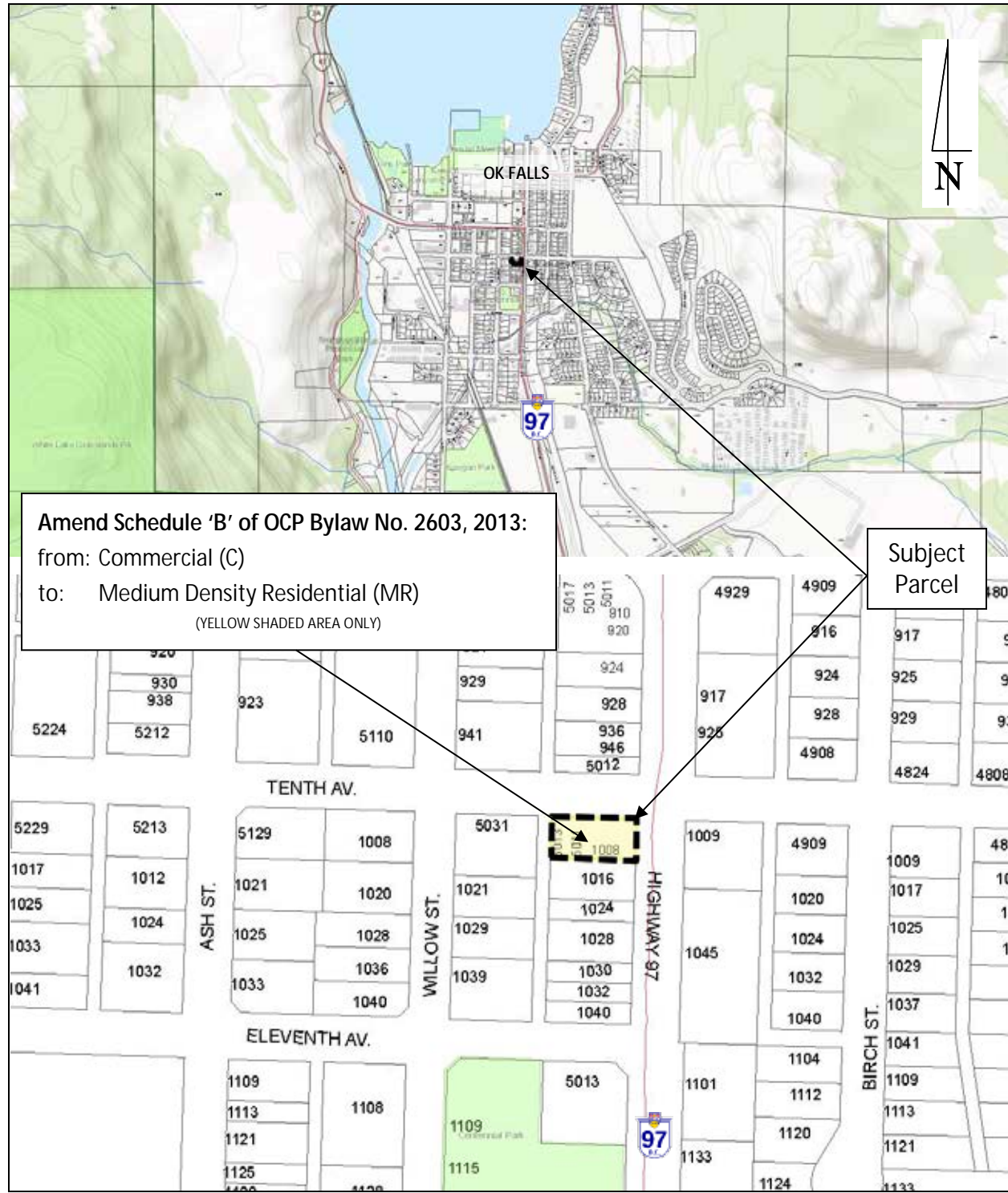
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'D'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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Regional District of Okanagan-Similkameen

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

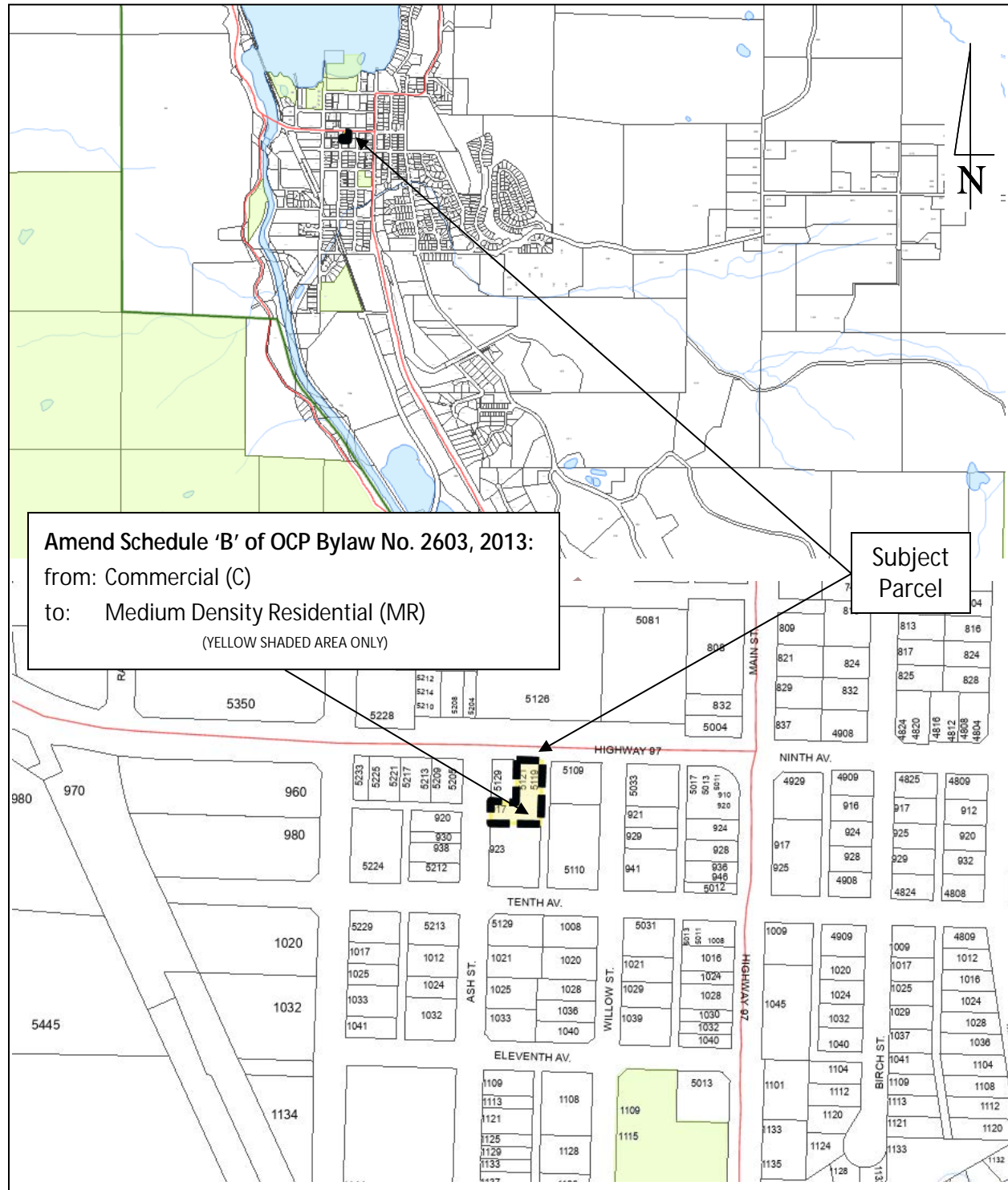
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'E'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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Regional District of Okanagan-Similkameen

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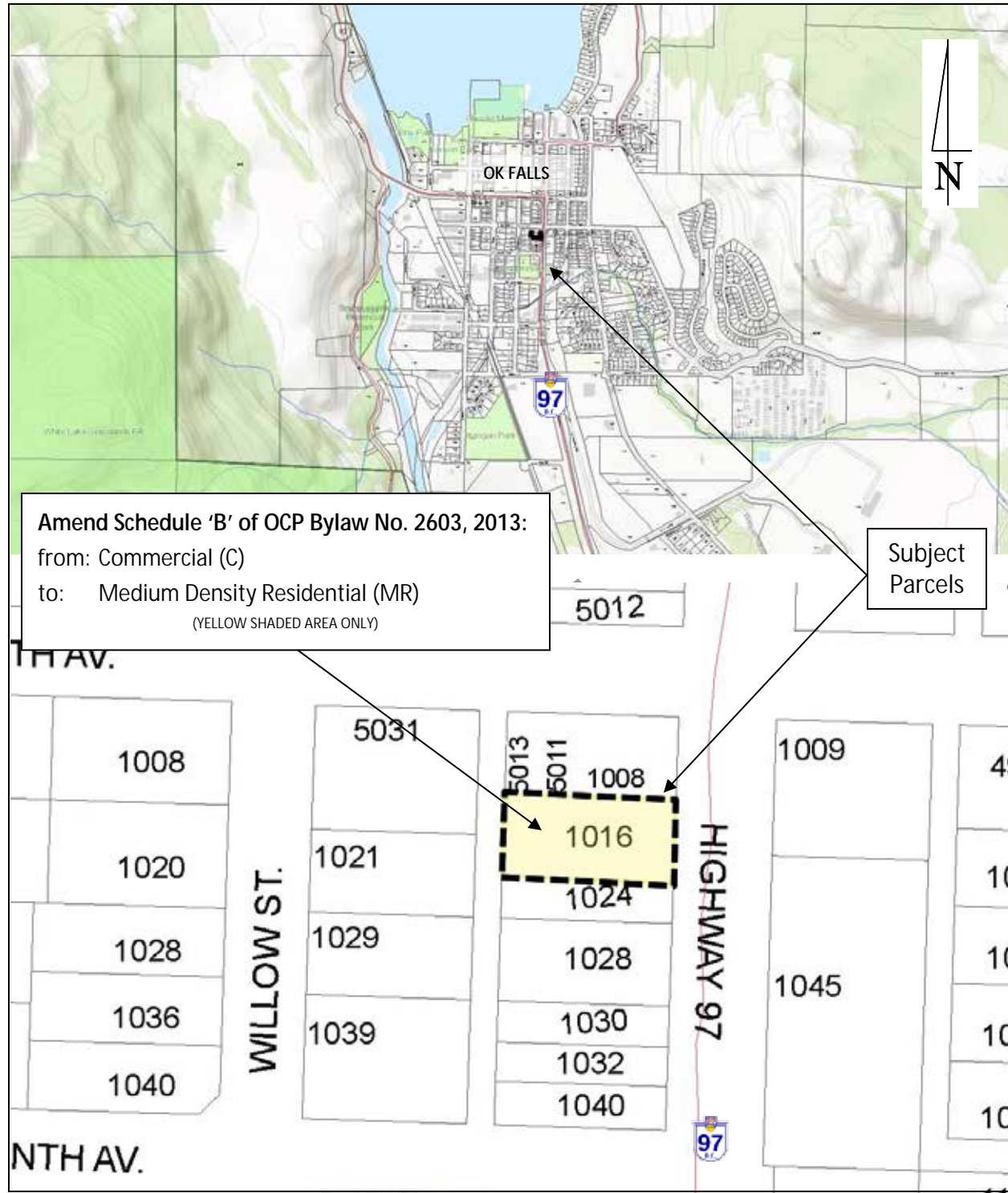
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'F'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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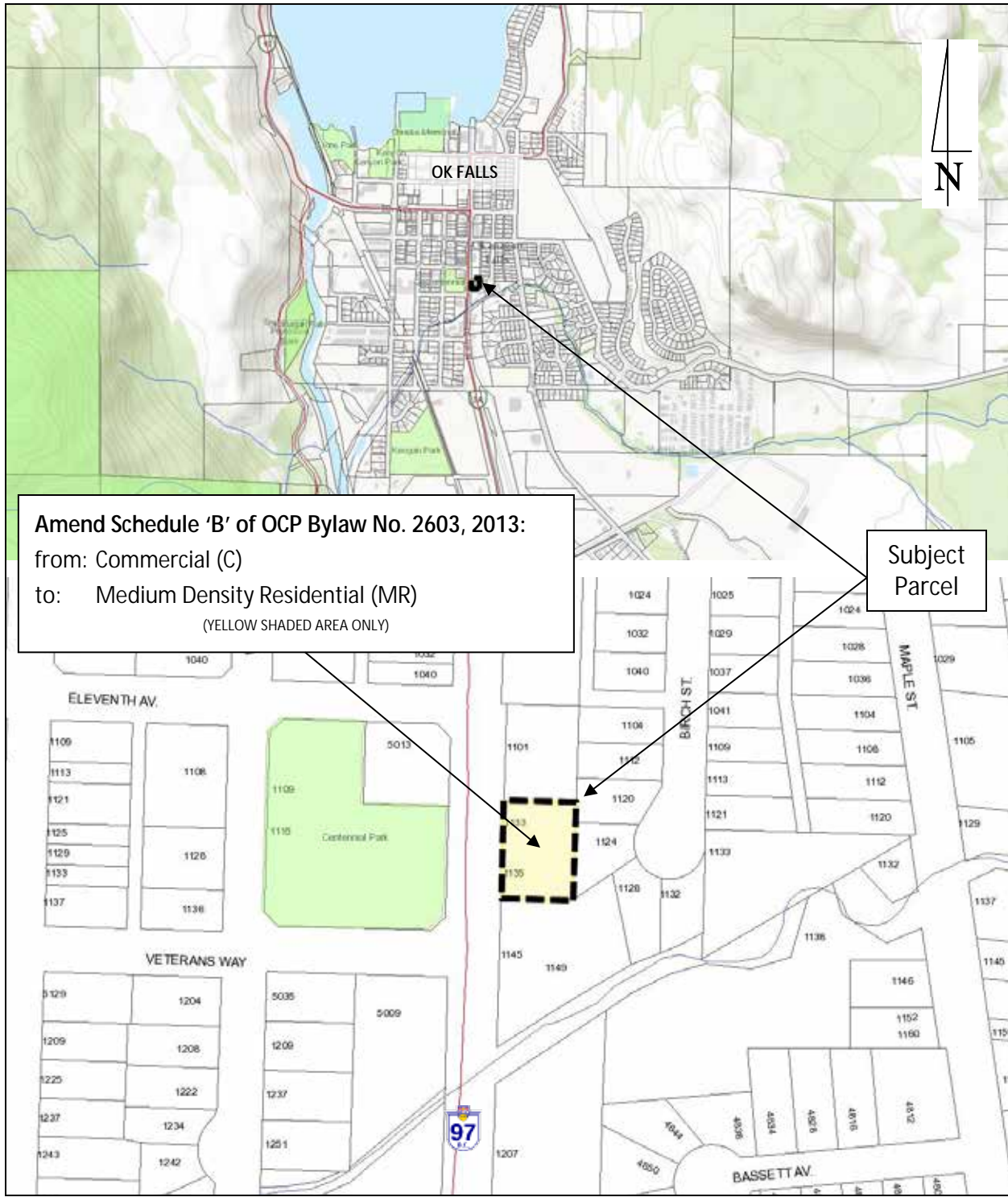
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'G'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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Regional District of Okanagan-Similkameen

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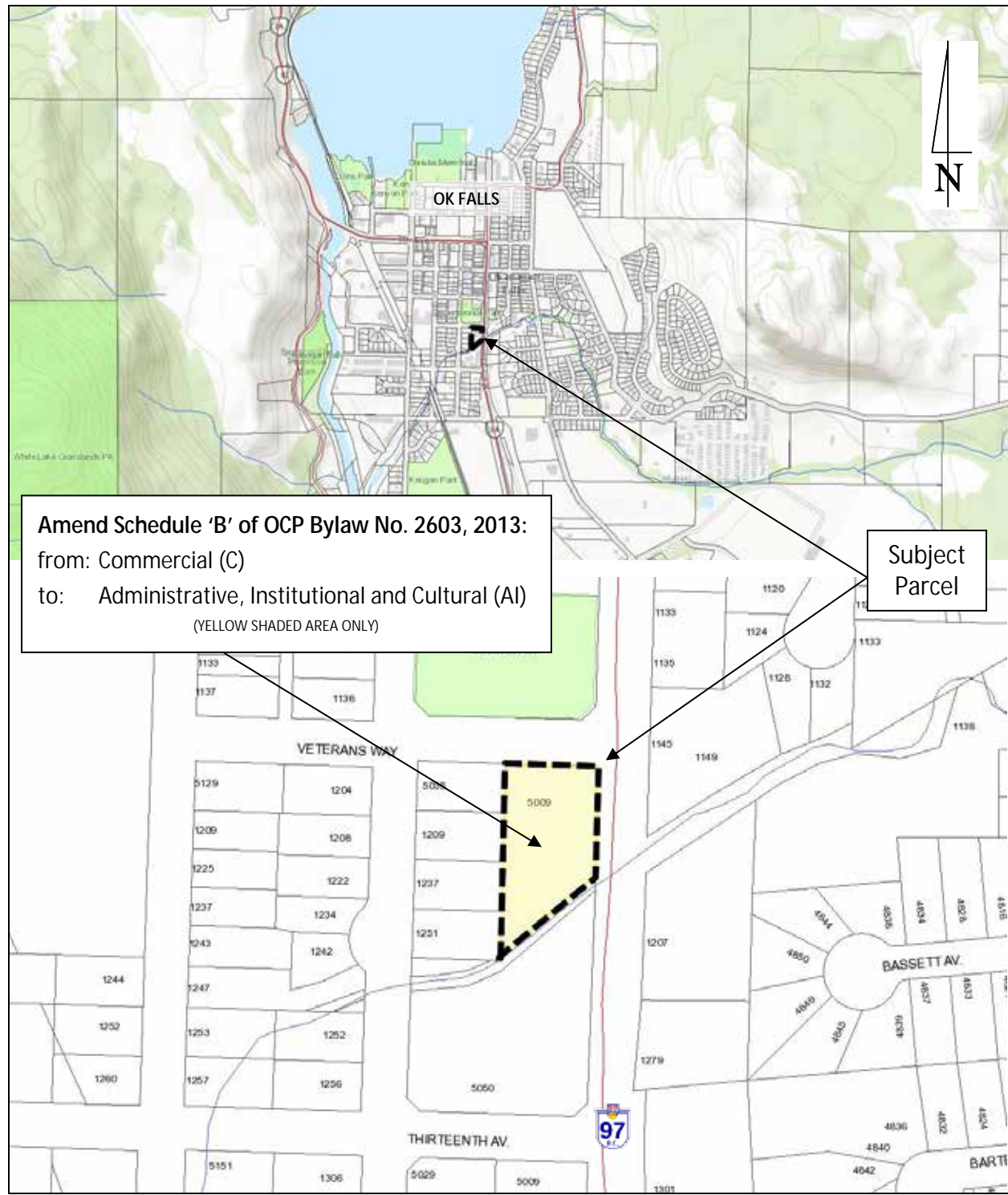
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'H'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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Regional District of Okanagan-Similkameen

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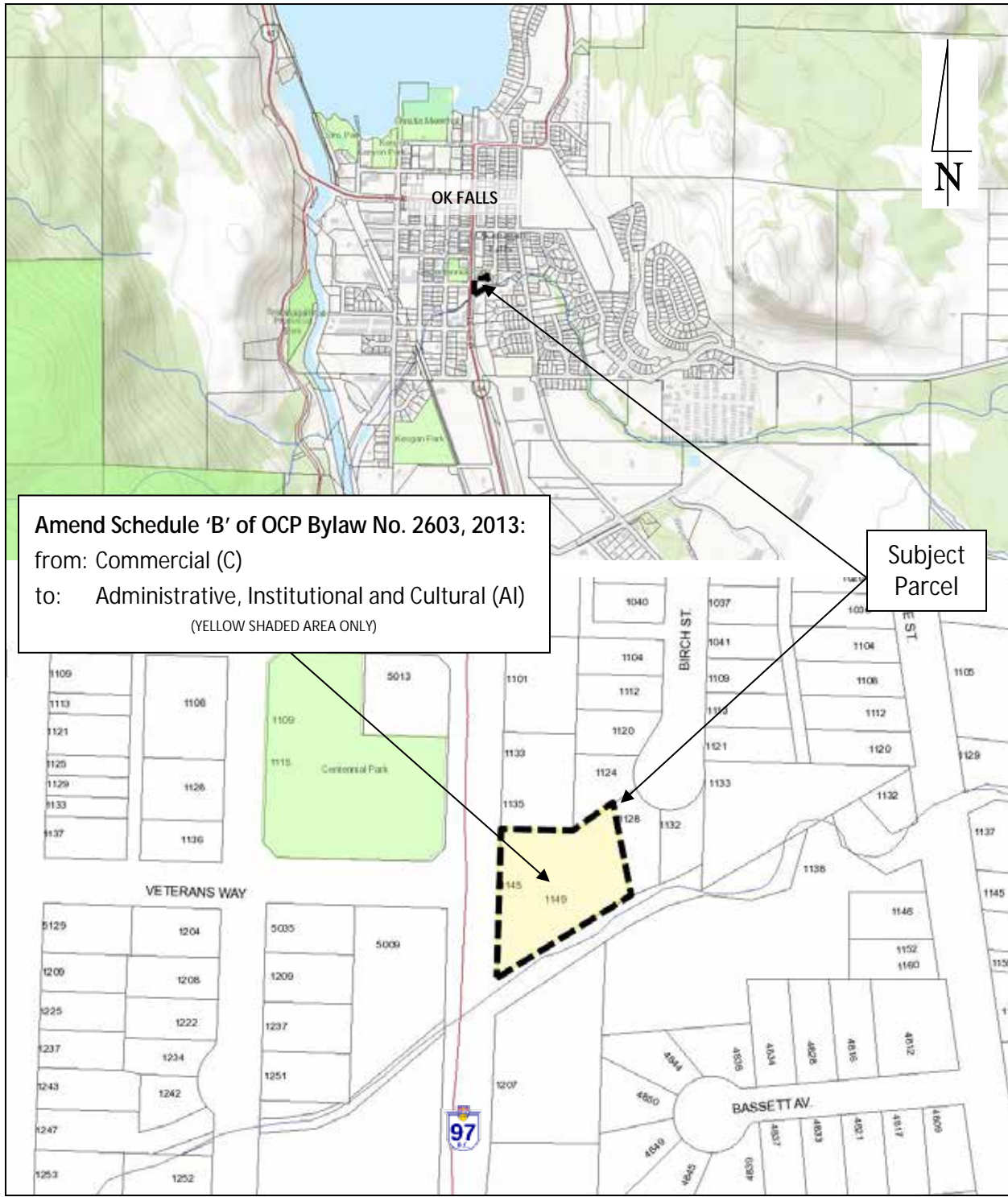
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'I'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

DRAFT VERSION – 2021-03-29

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Regional District of Okanagan-Similkameen

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

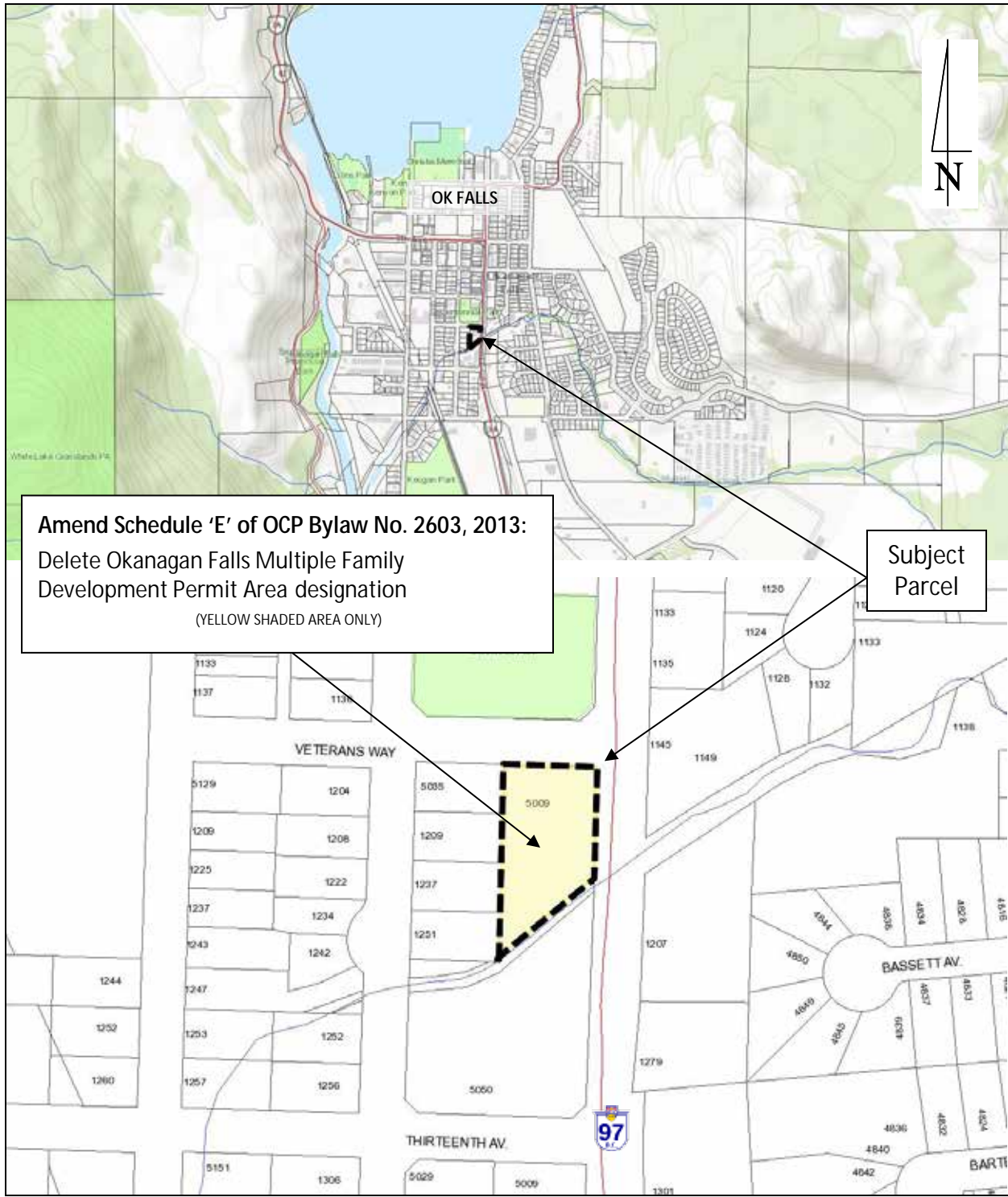
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'J'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

DRAFT VERSION – 2021-03-29

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Regional District of Okanagan-Similkameen

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

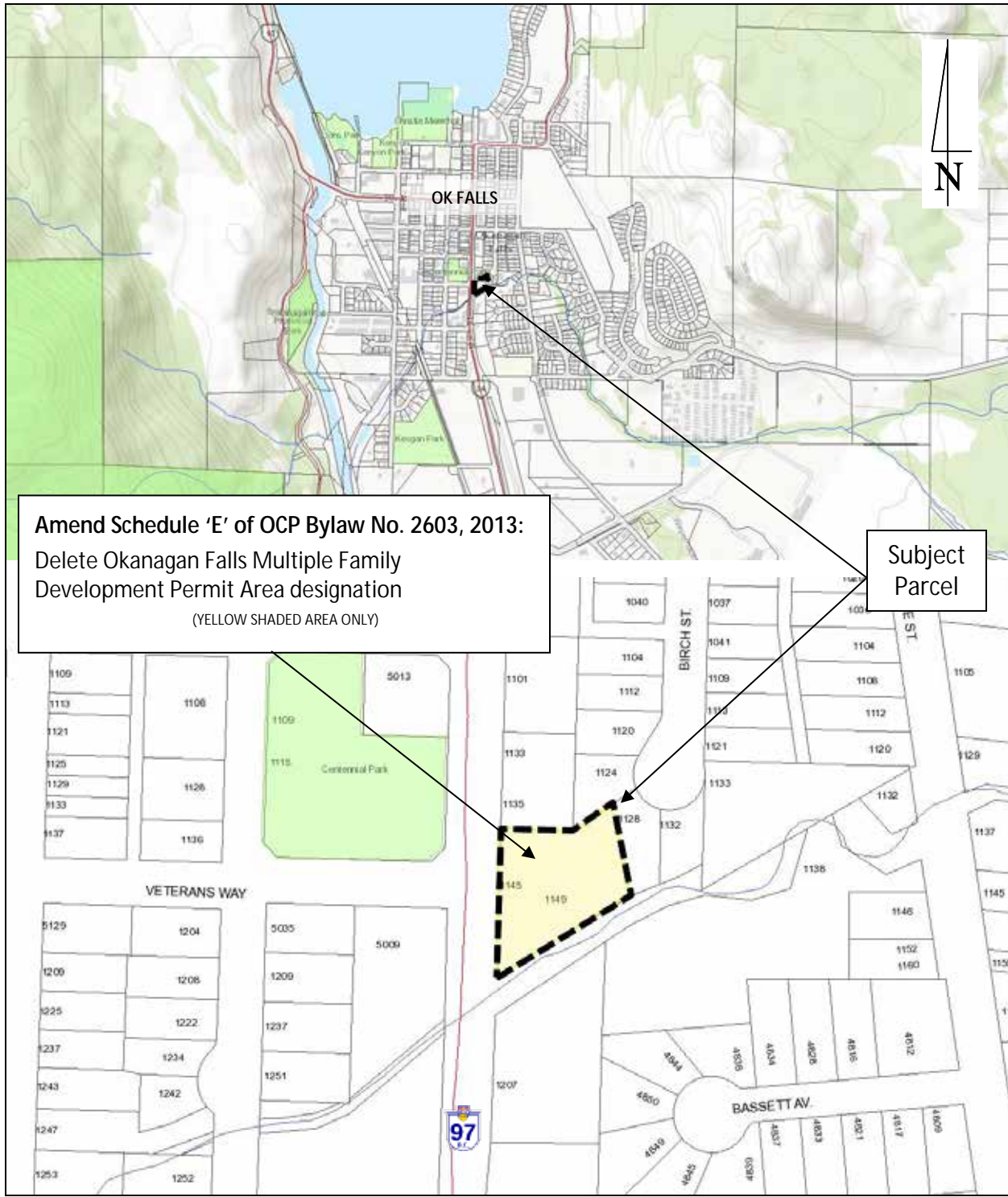
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'K'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

DRAFT VERSION – 2021-03-29

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Regional District of Okanagan-Similkameen

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

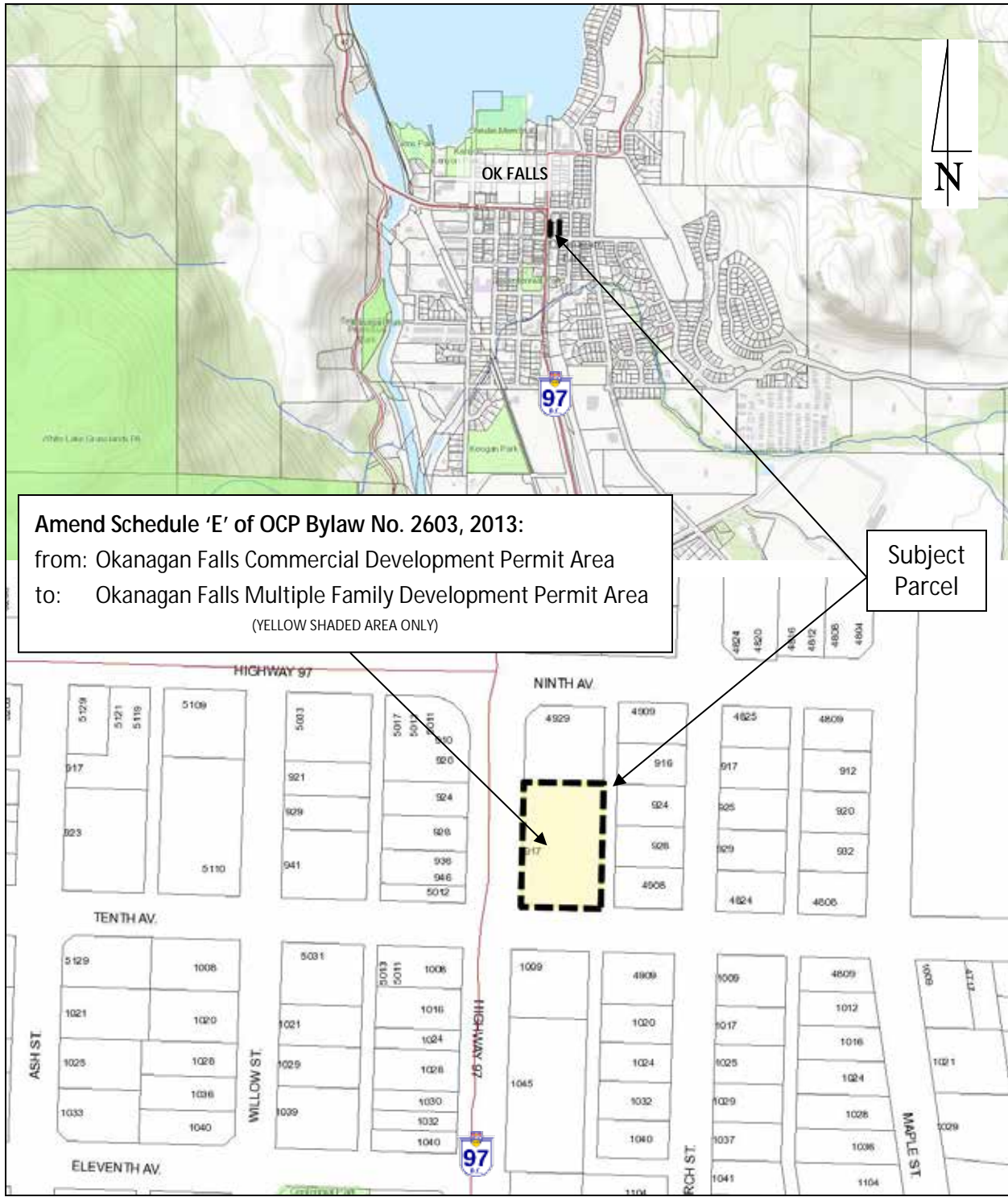
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'L'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

DRAFT VERSION – 2021-03-29

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Regional District of Okanagan-Similkameen

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

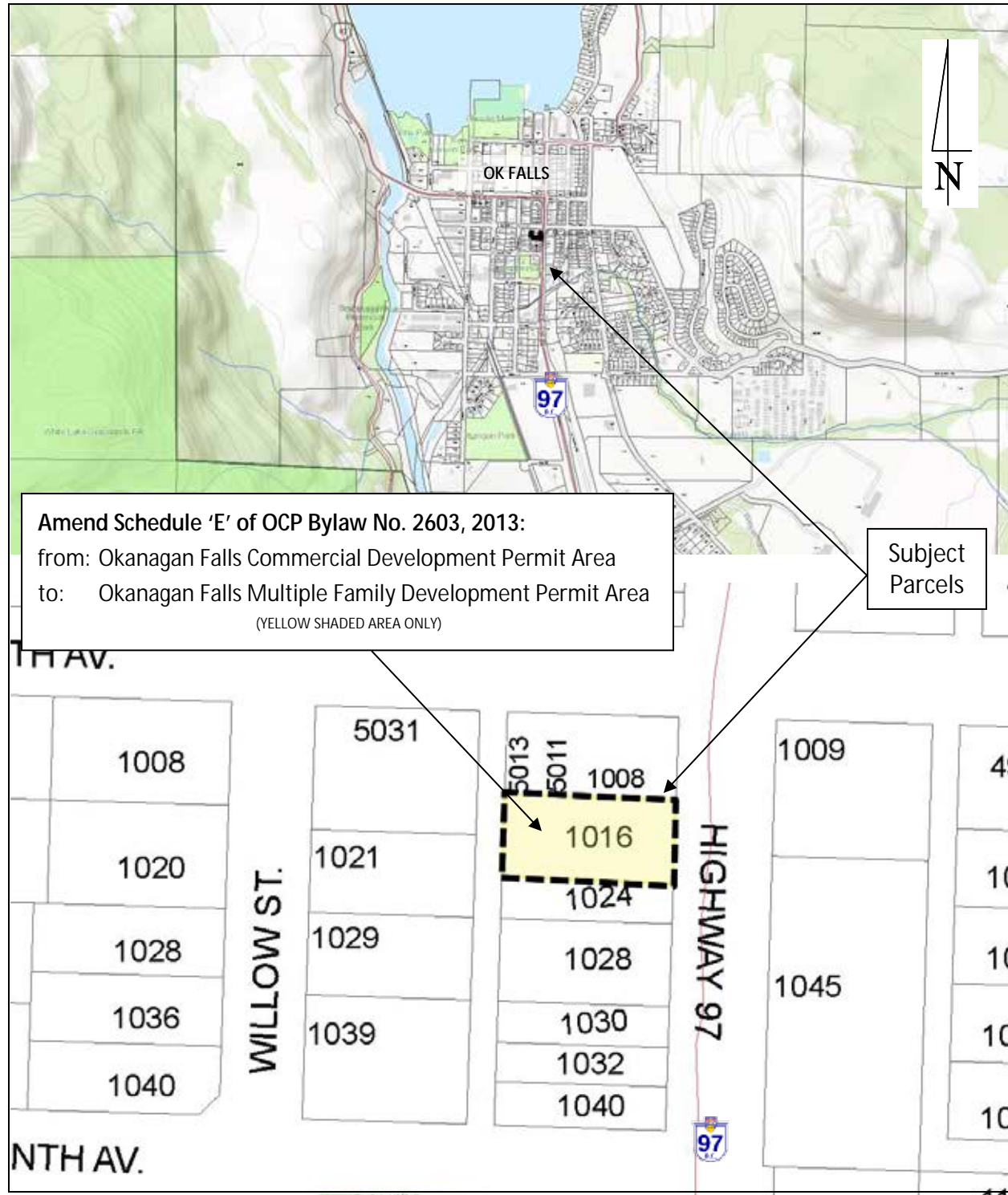
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'M'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

DRAFT VERSION – 2021-03-29

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Regional District of Okanagan-Similkameen

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

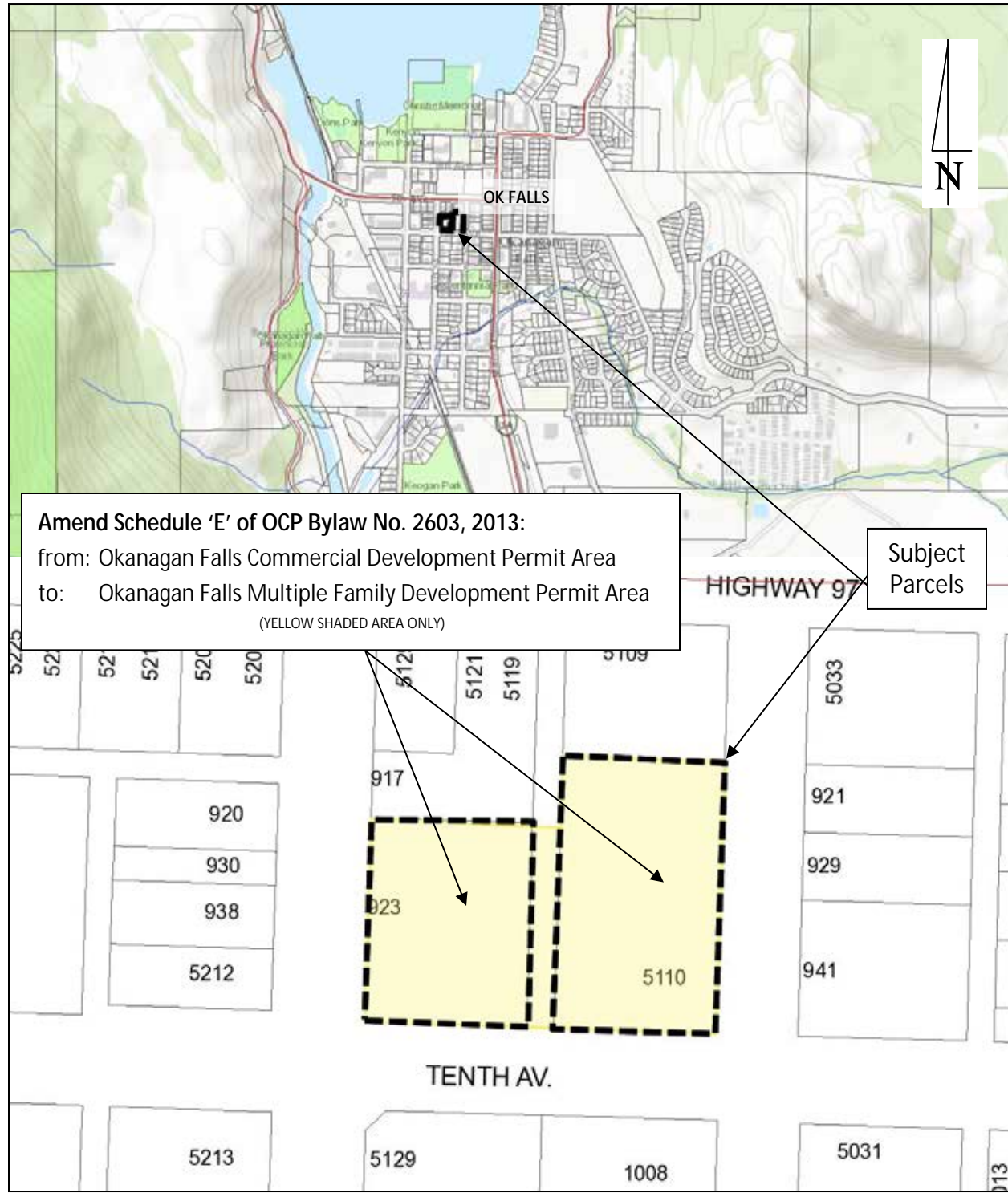
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'N'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

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Regional District of Okanagan-Similkameen

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

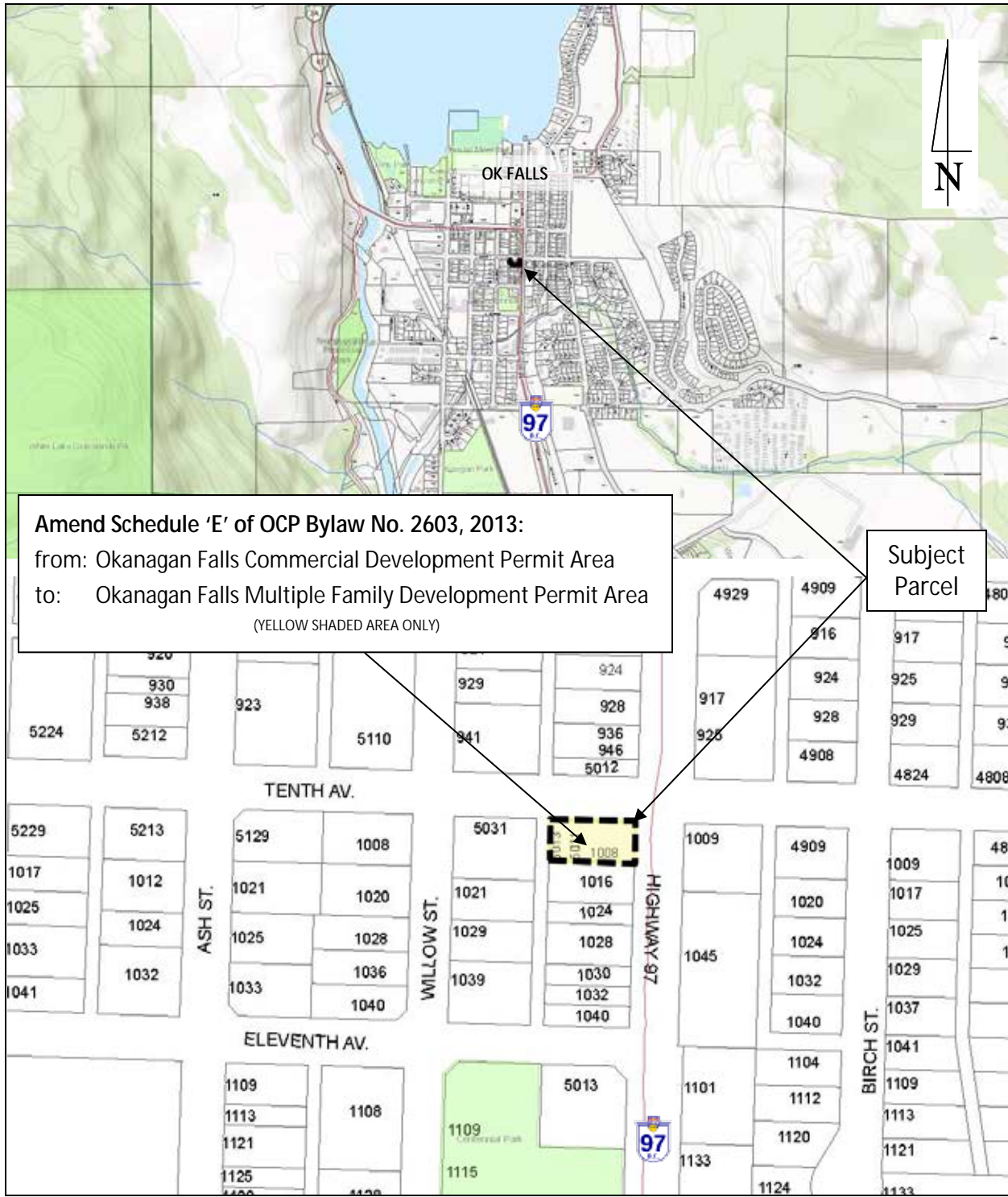
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Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'O'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

DRAFT VERSION – 2021-03-29

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Regional District of Okanagan-Similkameen

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

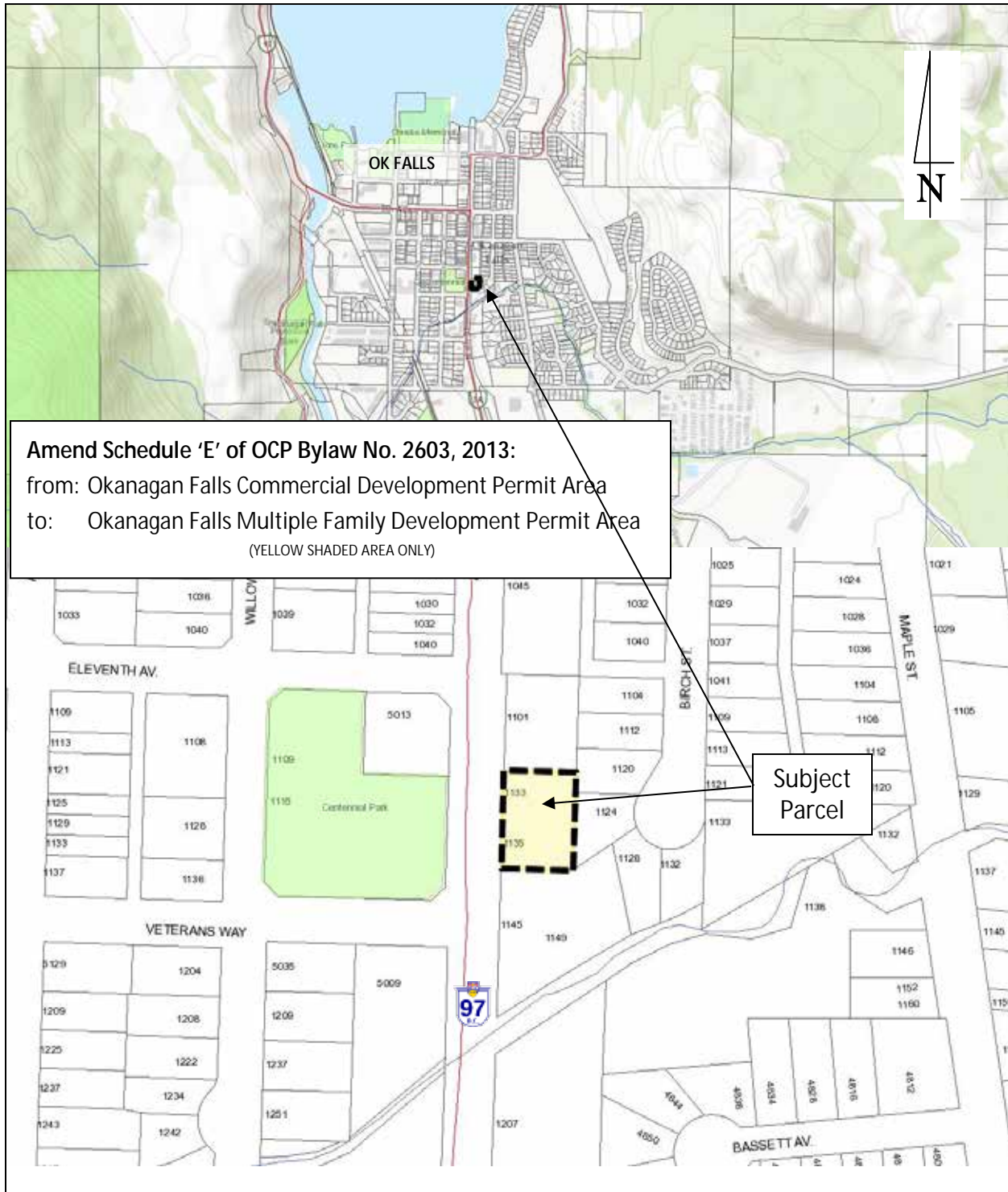
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'P'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

DRAFT VERSION – 2021-03-29

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Regional District of Okanagan-Similkameen

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

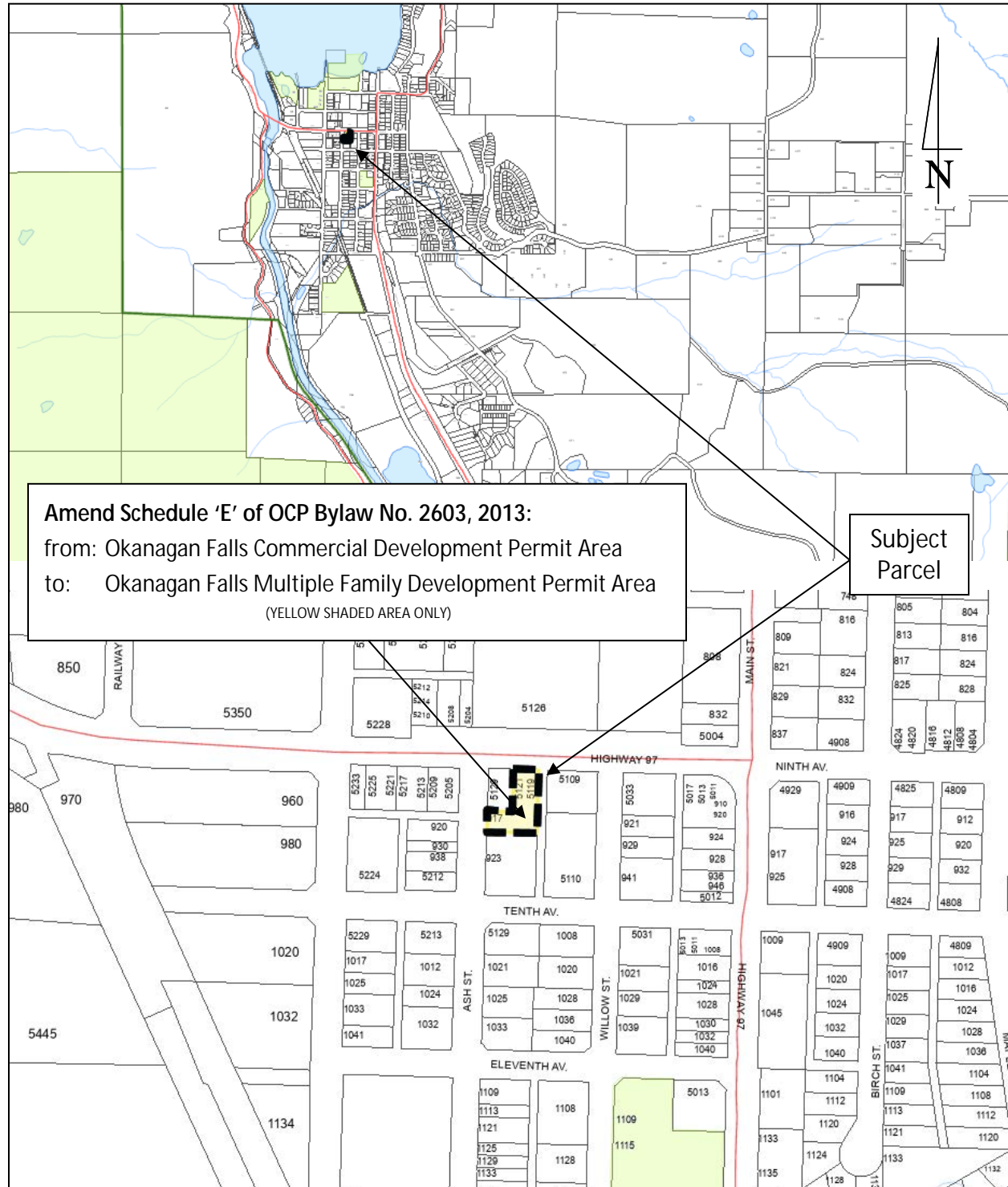
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2603.15, 2021

Project No: D2018.089-ZONE

Schedule 'Q'



Amendment Bylaw No. 2603.15, 2021
(D2018.089-ZONE)

DRAFT VERSION – 2021-03-29

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REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2455.38, 2021

A Bylaw to amend the Electoral Area "D" Zoning Bylaw No. 2455, 2008

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 "Electoral Area "D" Okanagan Falls Town Centre Update Zoning Amendment Bylaw No. 2455.38, 2021."
2. The Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended by:
 - i) replacing Section 14.2 (Okanagan Falls Town Centre Transition Zone) under Section 14.0 (Commercial) in its entirety with the following:

14.2 HIGHWAY COMMERCIAL ZONE (C4)

14.2.1 Permitted Uses:

Principal uses:

- a) brewery, cidery, distillery, meadery or winery;
- b) eating and drinking establishments;
- c) indoor recreation;
- d) apartment building, subject to Section 14.2.5;
- e) offices;
- f) outdoor market;
- g) personal service establishment;
- h) retail stores, general;
- i) townhouse, subject to Section 14.2.5;
- j) tourist accommodation;

Secondary uses:

- k) dwelling units;

- l) bed and breakfast operation, subject to Section 7.19;
- m) home occupations, subject to Section 7.17; and
- n) accessory buildings and structures, subject to Section 7.13.

14.2.2 Site Specific Highway Commercial Zone (C4s) Provisions:

- a) see Section 19.15

14.2.3 Minimum Parcel Size:

- a) 1000 m², subject to servicing requirements.

14.2.4 Minimum Parcel Width:

- a) Not less than 25% of parcel depth.

14.2.5 Dwelling Unit Regulations:

- a) dwelling units shall be located above the first floor or at the rear of a building containing a principal commercial use.

14.2.6 Minimum Setbacks:

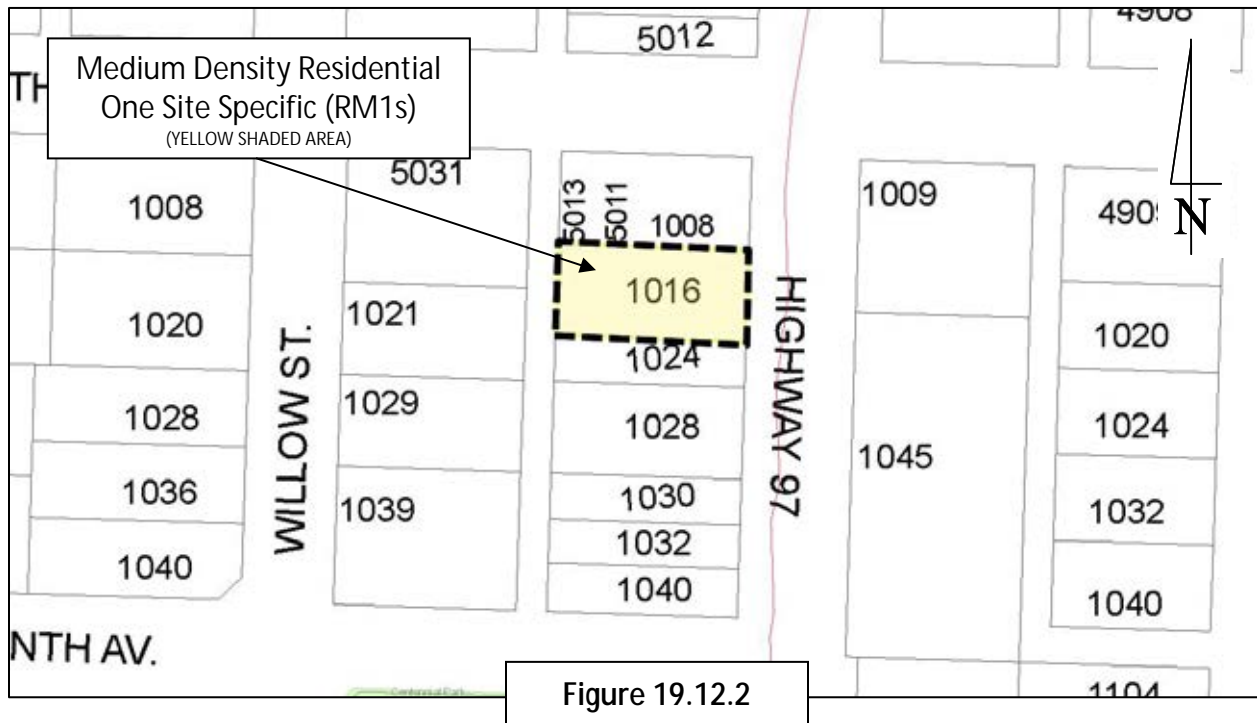
- a) Buildings and Structures:
 - i) Front parcel line: 3.0 metres
 - ii) Rear parcel line: 0.0 metres
 - iii) Interior side parcel line: 0.0 metres
 - iv) Exterior side parcel line: 3.0 metres
- b) Accessory buildings and structures:
 - i) Front parcel line: 3.0 metres
 - ii) Rear parcel line: 0.0 metres
 - iii) Interior side parcel line: 1.5 metres
 - iv) Exterior side parcel line: 3.0 metres

14.2.7 Maximum Height:

- a) No building or structure shall exceed a height of 12.0 metres;
- b) No accessory building or structure shall exceed a height of 4.5 metres.

14.2.8 Maximum Parcel Coverage:

- a) 80%
- ii) adding a new Section 19.12.2 (Site Specific Medium Density Residential One) under Section 19.0 (Site Specific Designations) to read as follows:
 - .2 In the case of land described as Parcel A, Block 10, Plan KAP1280, District Lot 374, SDYD, Portion KD20684 (1016 Main Street), and shown shaded yellow on Figure 19.12.2:
 - i) the following principal use shall be permitted on the land in addition to the permitted uses listed in Section 12.1.1:
 - a) eating and drinking establishments;
 - b) offices;
 - c) personal service establishment; and
 - d) retail stores, general.



- iii) adding a new Section 19.12.3 (Site Specific Medium Density Residential One) under Section 19.0 (Site Specific Designations) to read as follows:
 - .3 In the case of land described as Plan KAS1099, District Lot 374, SDYD (1135 Highway 97), and shown shaded yellow on Figure 19.12.3:
 - i) the following principal use shall be permitted on the land in addition to the permitted uses listed in Section 12.1.1:

- a) eating and drinking establishments;
- b) offices;
- c) personal services establishment; and
- d) retail stores, general

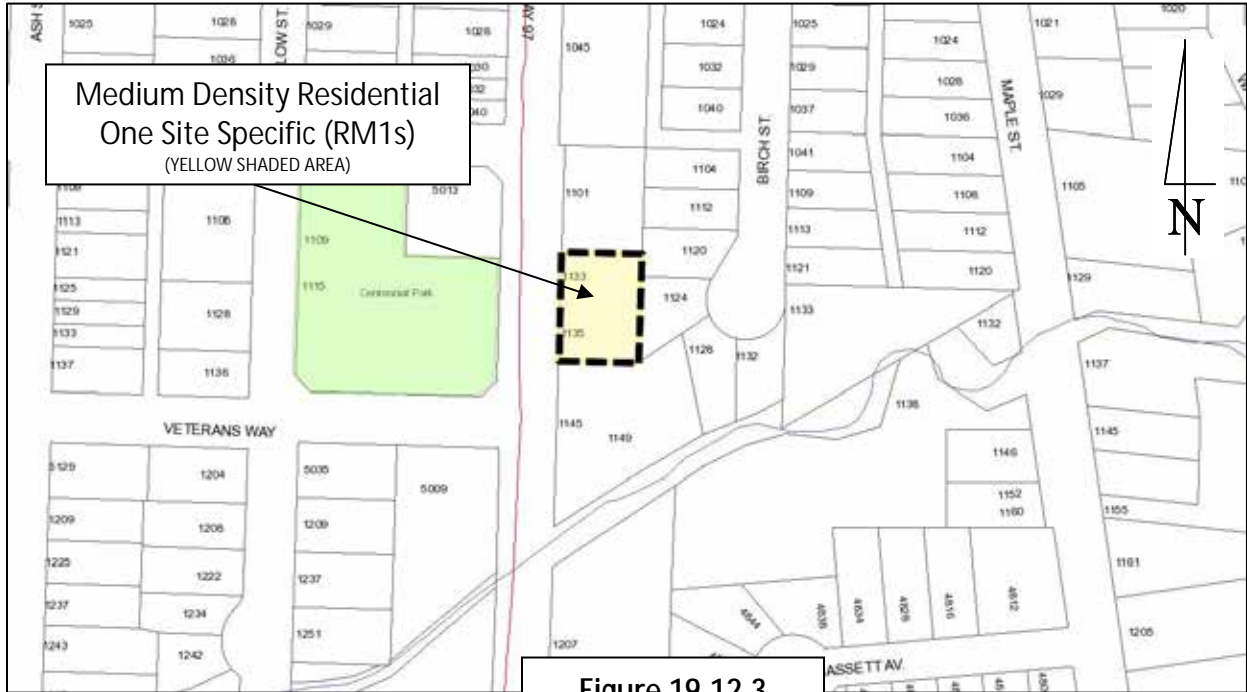
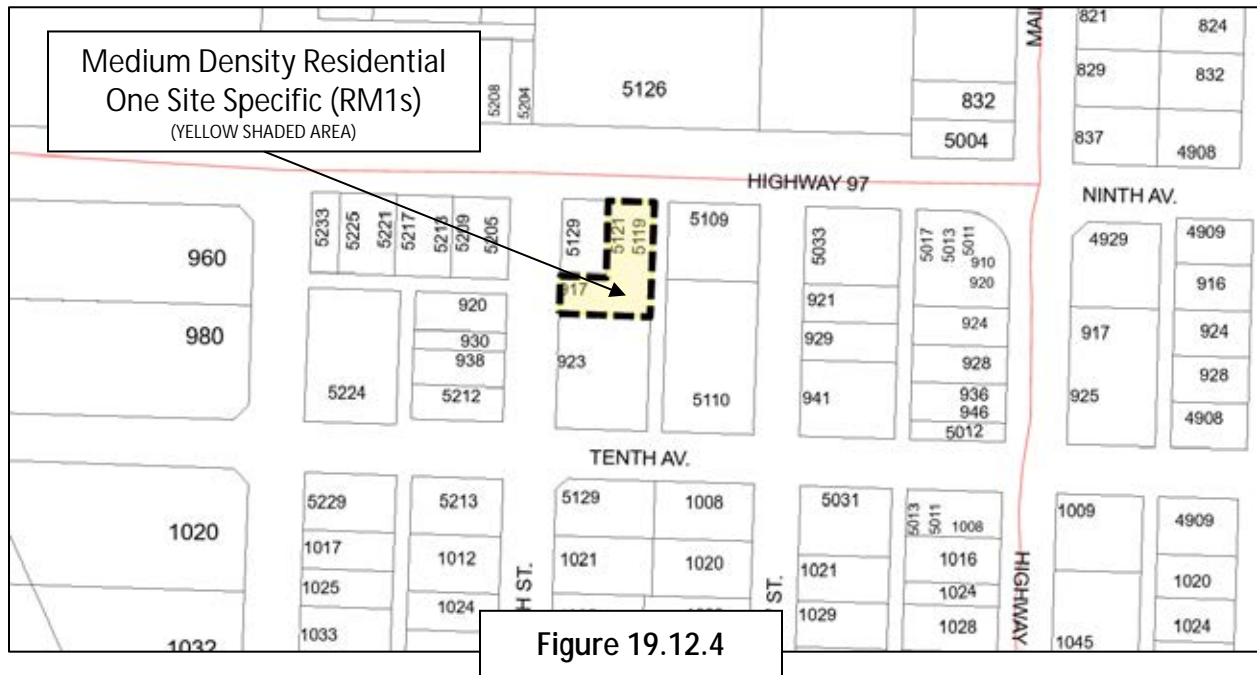


Figure 19.12.3

iv) adding a new Section 19.12.4 (Site Specific Medium Density Residential One) under Section 19.0 (Site Specific Designations) to read as follows:

.4 In the case of land described as Lot A, Plan KAP52004, District Lot 374, SDYD (917 Ash Street) and shown shaded yellow on Figure 19.12.5:

- ii) the following principal use shall be permitted on the land in addition to the permitted uses listed in Section 12.1.1:
 - a) eating and drinking establishments;
 - b) offices;
 - c) personal services establishment; and
 - d) retail stores, general.



- v) replacing Section 19.14.1 (Site Specific General Commercial Provisions) under Section 19.0 (Site Specific Designations) in its entirety with the following:
 - .1 In the case of land described as Lot 1, Plan KAP3828, District Lot 374, SDYD (5129 9th Avenue), and shown shaded yellow on Figure 19.14.1:
 - i) the following principal use shall be permitted on the land in addition to the permitted uses listed in Section 14.1.1:
 - a) service industry establishment, excluding household cleaning and repair; metal and woodworking; and plumbing and heating sales; storage and repair.



Figure 19.14.1

vi) replacing Section 19.15 (Site Specific Okanagan Falls Town Centre Provisions) under Section 19.0 (Site Specific Designations) in its entirety with the following:

19.15 Site Specific Highway Commercial (C4s) Provisions:

.1 Not applicable.

3. The Zoning Map, being Schedule '2' of the Electoral Area "D" Zoning Bylaw No. 2455, 2008, is amended by changing land use designation of the land:
 - i) shown shaded yellow on Schedule 'A', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to General Commercial (C1).
 - ii) described as Lot 1, Plan KAP3828, District Lot 374, SDYD (5129 9th Avenue) and shown shaded yellow on Schedule 'B', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition Site Specific (C4s) to General Commercial Site Specific (C1s).
 - iii) described as Lot A, Plan KAP42658, District Lot 374, SDYD (1101 Highway 97) and shown shaded yellow on Schedule 'C', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to General Commercial (C1).
 - iv) described as Lot 16, Block 10, Plan KAP1280, District Lot 374, SDYD (1024 Main Street;) and Parcel Z, Block 10, Plan KAP1280, District Lot 374, SDYD (1028 Main Street); and Lots 11-13, Block 10, Plan KAP1280, District Lot 374, SDYD (1030, 1032 & 1040 Main Street) and shown as shaded yellow on Schedule 'D', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Highway Commercial (C4).

- v) described as Plan KAP3787, District Lot 374, SDYD, Parcel A, Portion KV78711 (1045 Highway 97) and shown shaded yellow on Schedule 'E', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Tourist Commercial One (CT1).
- vi) described as Lots 8-12, Block 9, Plan KAP4, District Lot 374, SDYD (923 Ash Street) and Lots 13-17, Block 9, Plan KAP4, District Lot 374, SDYD (5110 10th Avenue), and shown shaded yellow on Schedule 'F', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Medium Density Residential One (RM1).
- vii) described as Plan KAP5823, District Lot 374, SDYD, Parcel A, Portion (KD776), Okanagan Falls Townsite (917 Highway 97), and shown shaded yellow on Schedule 'G', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Medium Density Residential One (RM1).
- viii) described as Lot 20, Block 10, Plan KAP1280, District Lot 374, SDYD (1008 10th Avenue), and shown shaded yellow on Schedule 'H', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Medium Density Residential One (RM1).
- ix) described as Lots 1-18, Plan KAS1099, District Lot 374, SDYD, (1133 & 1135 Main Street) and shown shaded yellow on Schedule 'I', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Medium Density Residential One Site Specific (RM1s).
- x) described as Lot 1, Plan KAP23248, District Lot 374, SDYD, Okanagan Falls Townsite (5099 Veterans Way) and shown shaded yellow on Schedule 'J', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Administrative and Institutional (AI).
- xi) described as Lot 9, Plan KAP34520, District Lot 374, SDYD (1145 Highway 97) and shown shaded yellow on Schedule 'K', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Administrative and Institutional (AI).
- xii) described as Parcel A, Block 10, Plan KAP1280, District Lot 374, SDYD, Portion KD20684 (1016 Highway 97) and shown shaded yellow on Schedule 'L', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Medium Density Residential One Site Specific (RM1s).
- xiii) described as Lot A, Plan KAP52004, District Lot 374, SDYD (917 Ash Street) and shown shaded yellow on Schedule 'M', which forms part of this Bylaw, from Okanagan Falls Town Centre Transition (C4) to Medium Density Residential One Site Specific (RM1s).

READ A FIRST AND SECOND TIME this ____ day of _____, 2021.

PUBLIC HEARING HELD this ____ day of _____, 2021.

READ A THIRD TIME this ____ day of _____, 2021.

I hereby certify the foregoing to be a true and correct copy of the "Electoral Area "D" Okanagan Falls Town Centre Update Zoning Amendment Bylaw No. 2455.38, 2021" as read a Third time by the Regional Board on this ____ day of ____, 2021.

Dated at Penticton, BC this __ day of ____, 2021.

Chief Administrative Officer

Approved pursuant to Section 52(3) of the *Transportation Act* this ____ day of _____, 2021.

ADOPTED this ____ day of _____, 2021.

Board Chair

Chief Administrative Officer

Regional District of Okanagan-Similkameen

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

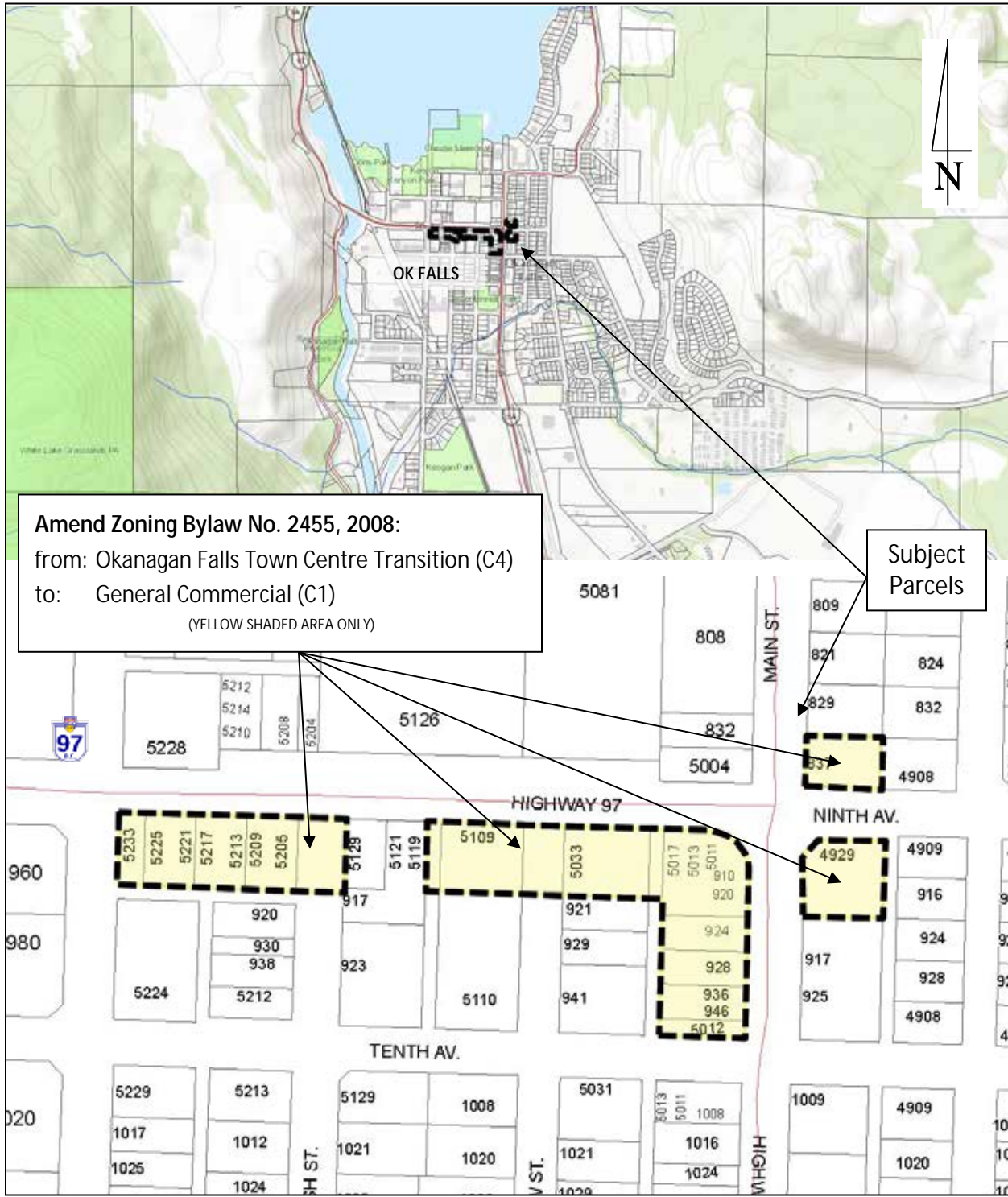
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'A'



Regional District of Okanagan-Similkameen

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

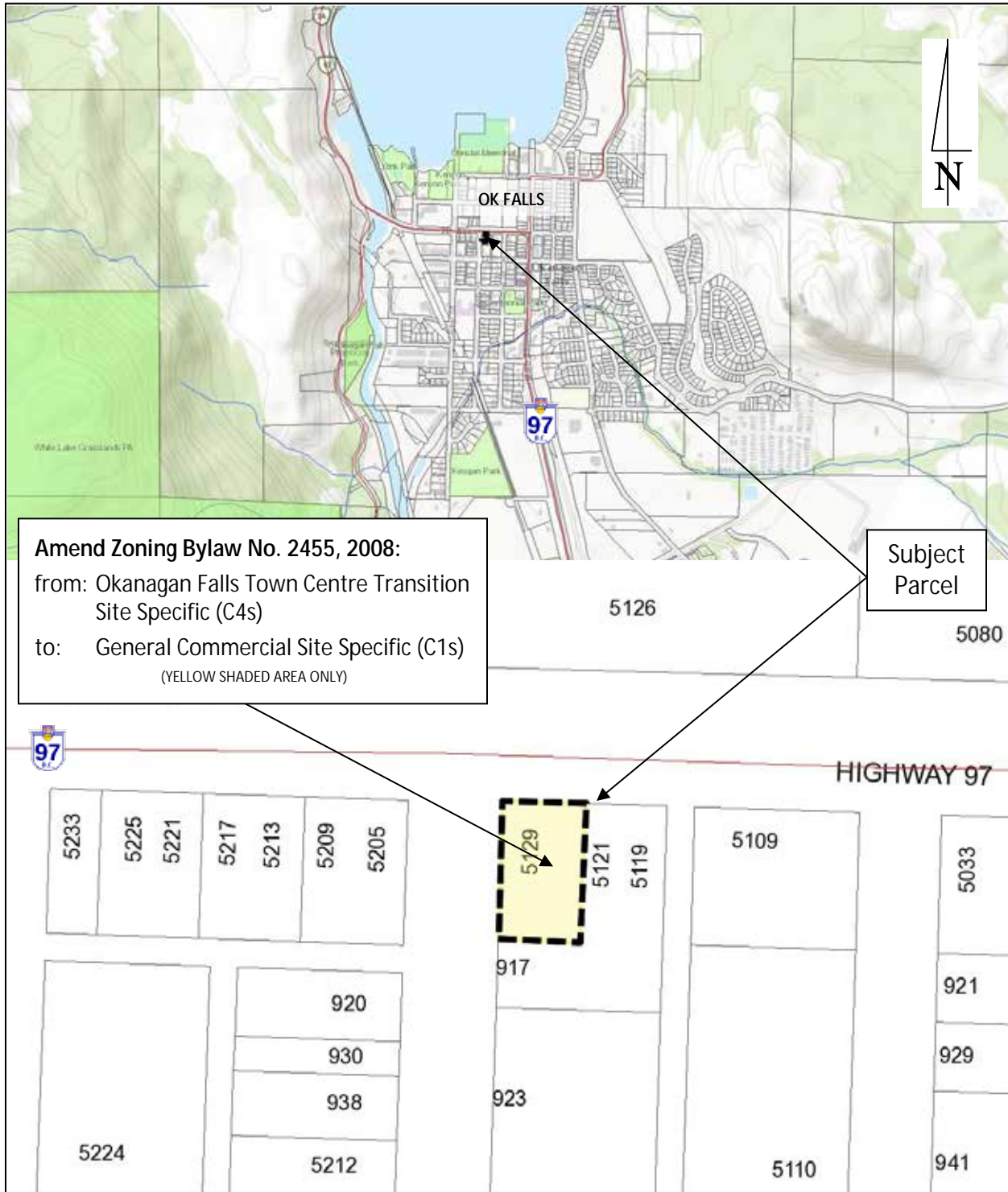
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'B'



Regional District of Okanagan-Similkameen

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

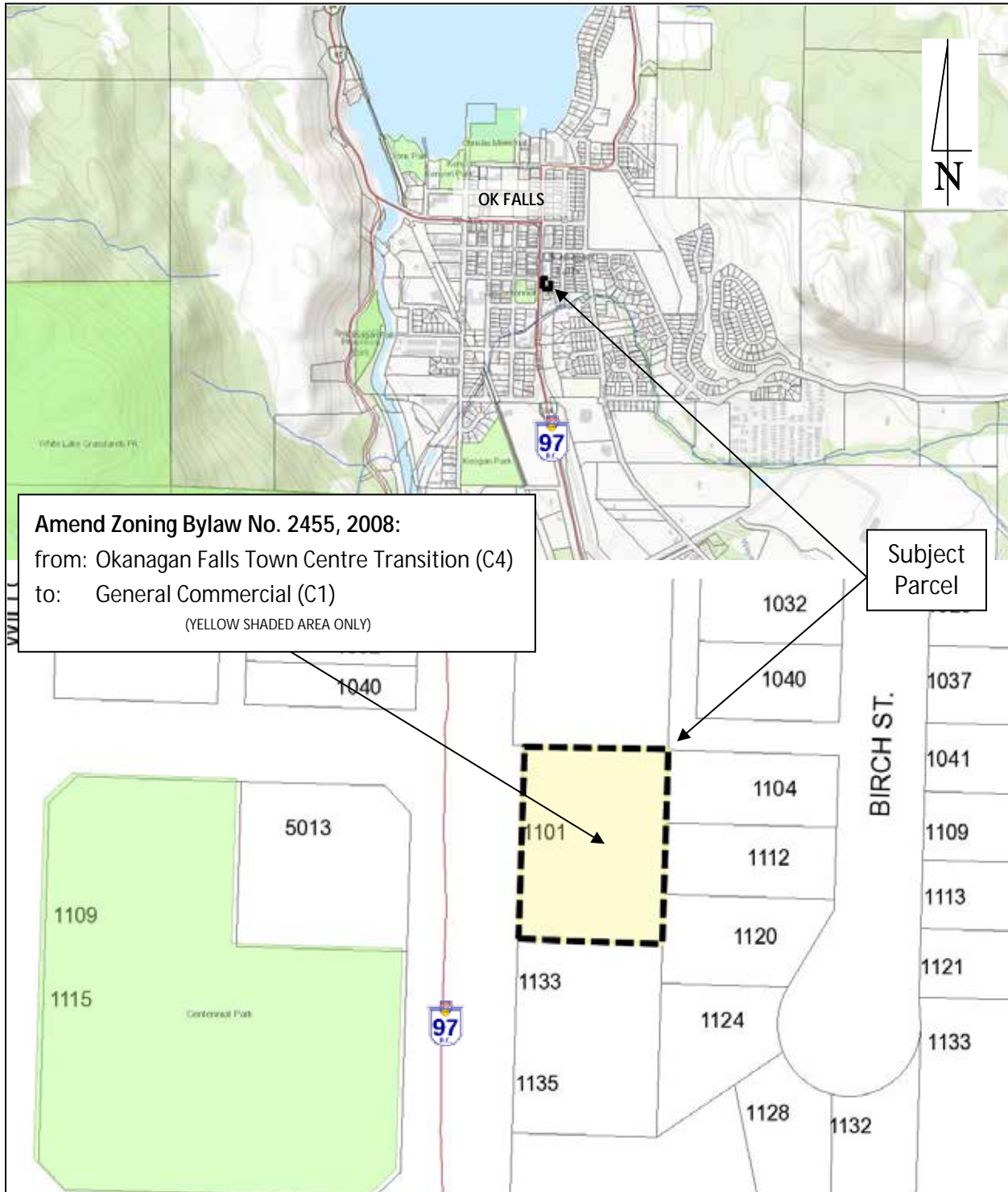
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'C'



Regional District of Okanagan-Similkameen

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

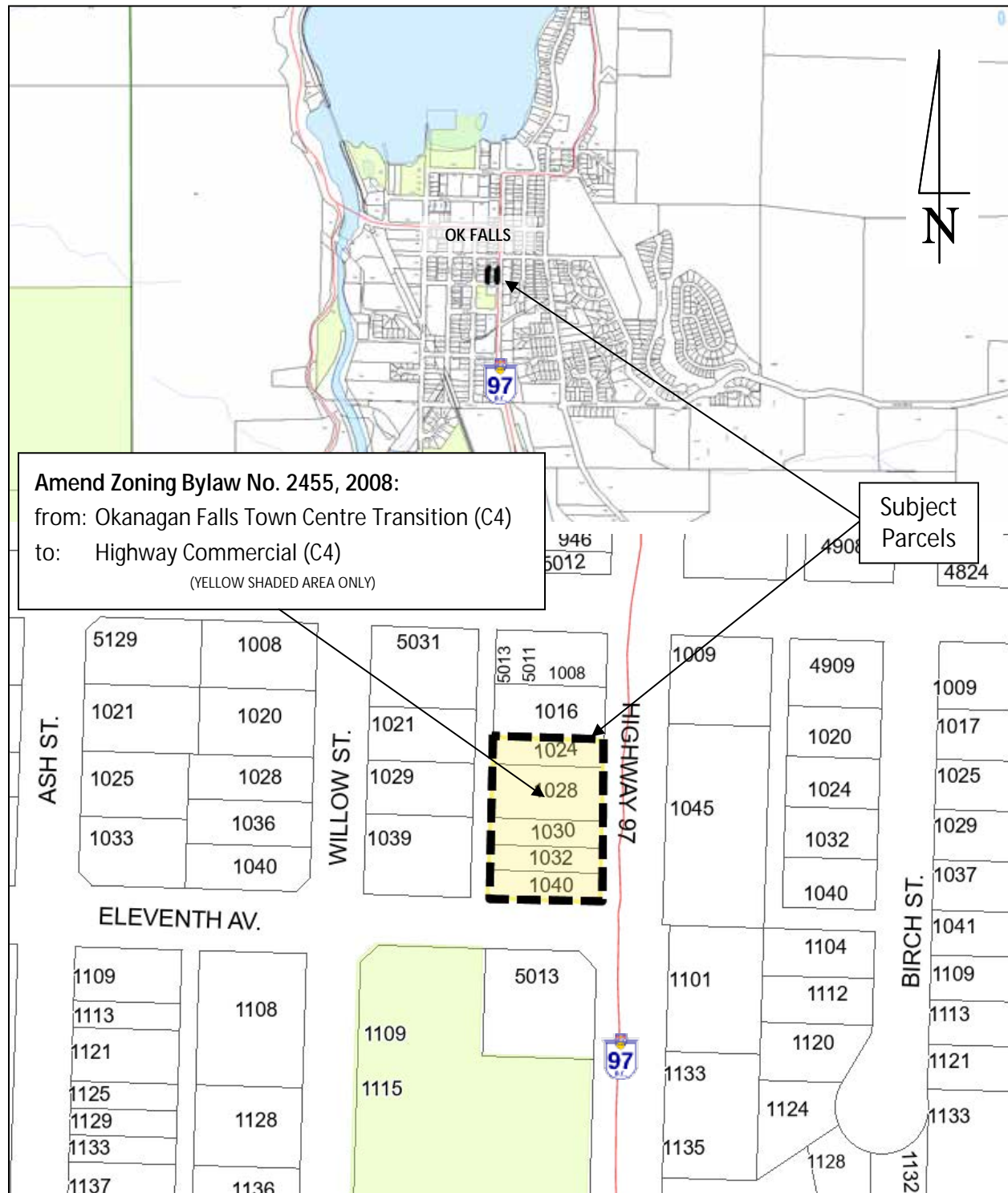
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'D'



Regional District of Okanagan-Similkameen

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

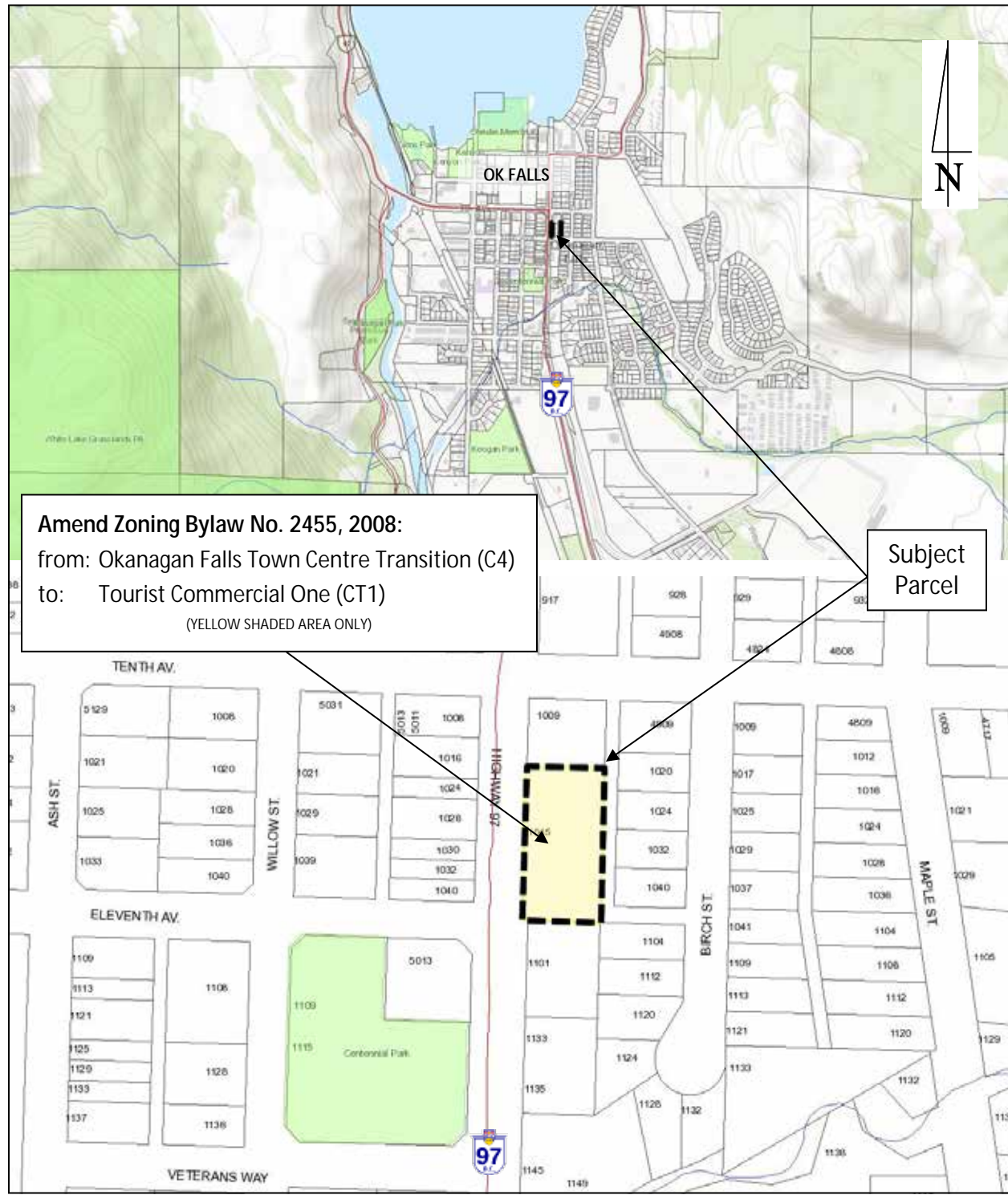
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'E'



Regional District of Okanagan-Similkameen

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

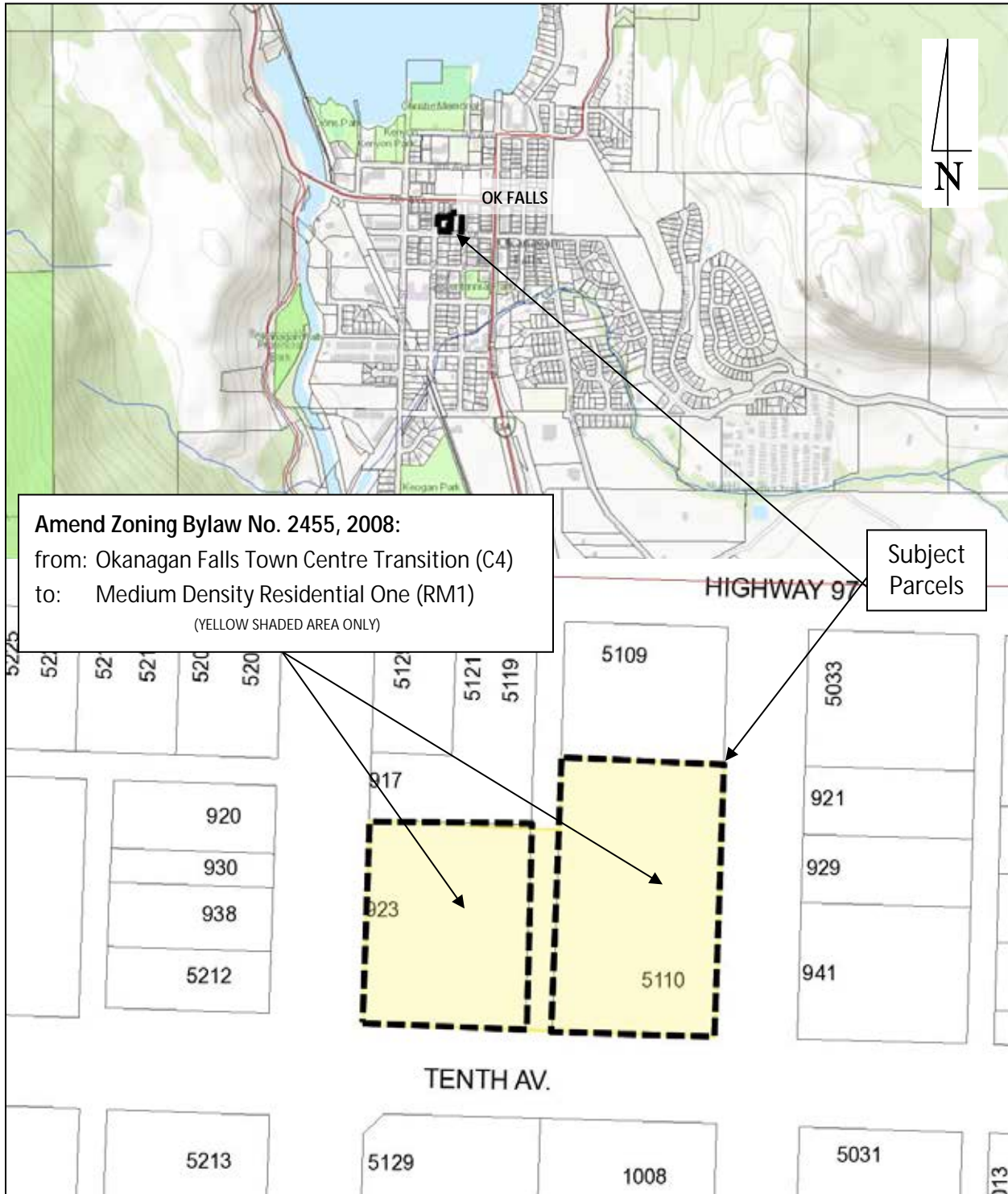
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'F'



Regional District of Okanagan-Similkameen

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

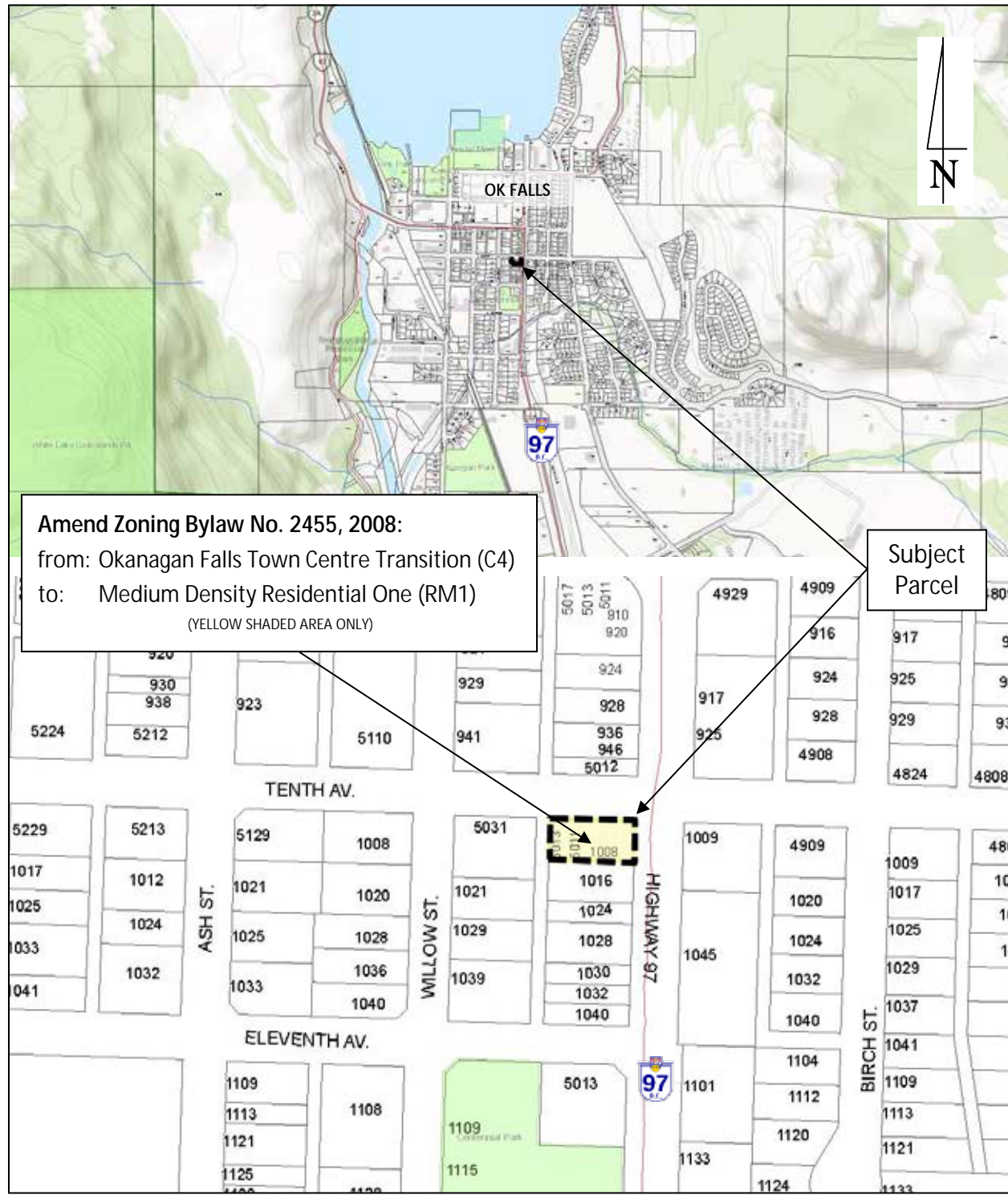
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'H'



Regional District of Okanagan-Similkameen

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

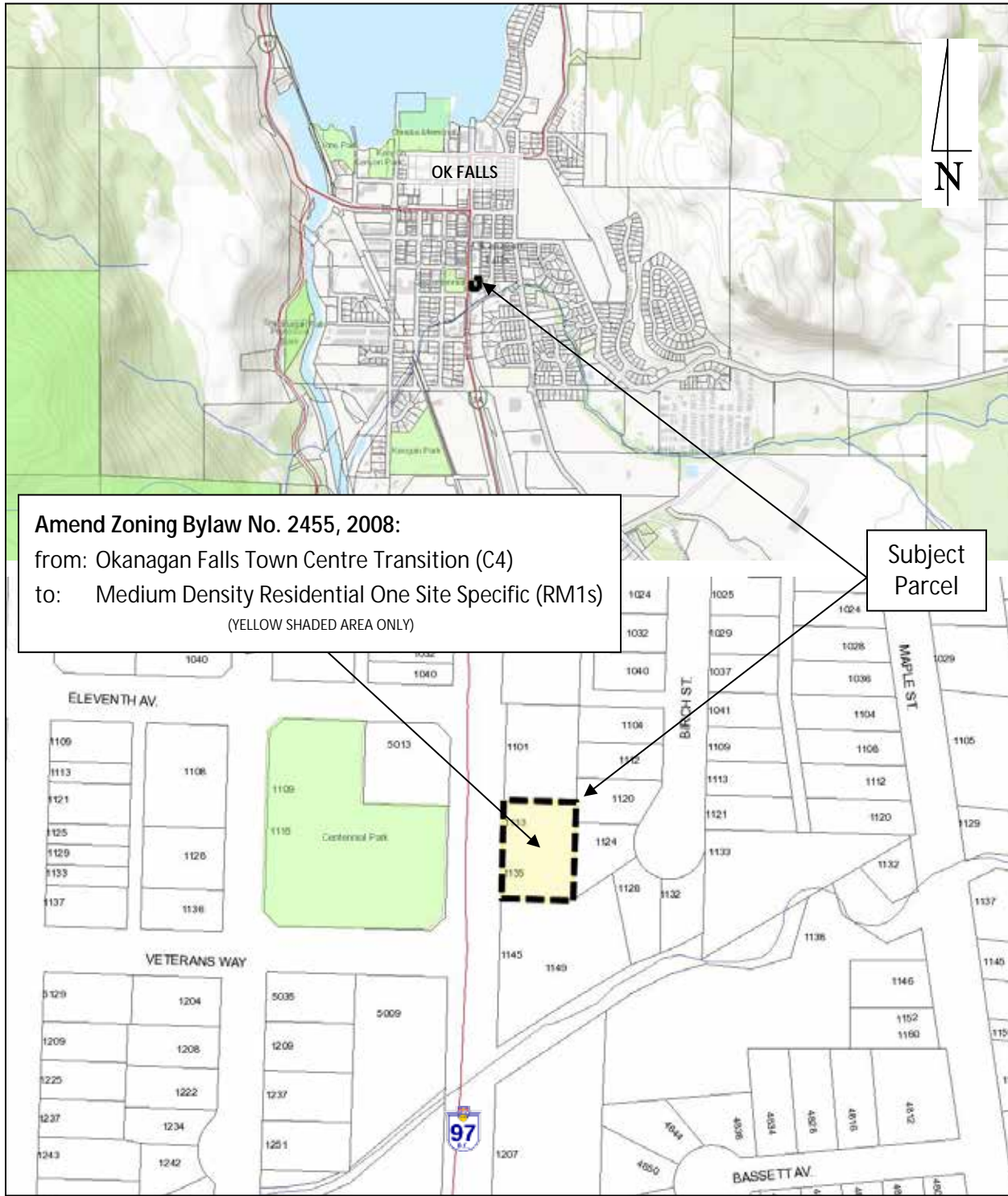
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule '1'



Regional District of Okanagan-Similkameen

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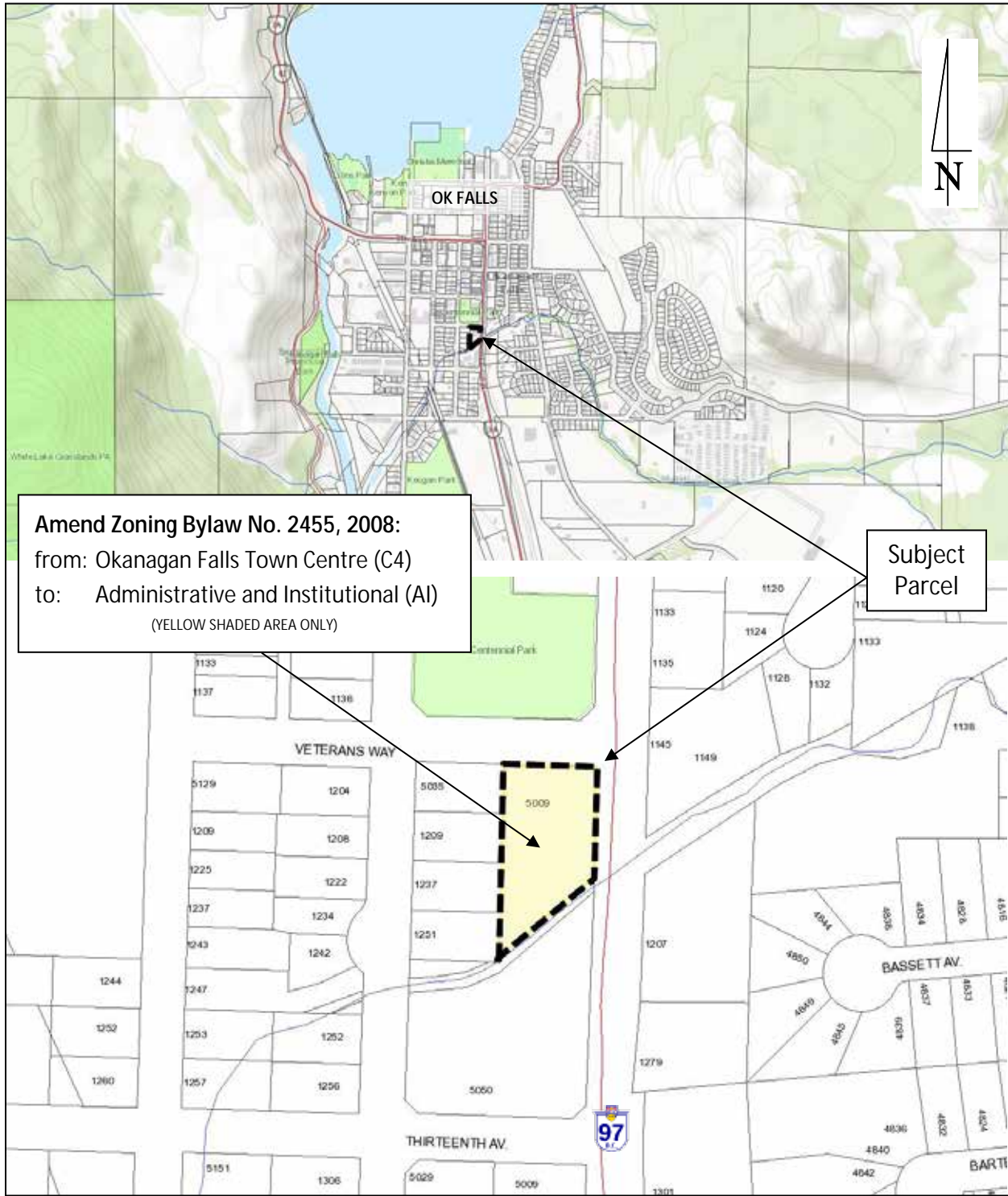
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'J'



Amendment Bylaw No. 2455.38, 2021

(D2018.089-ZONE)

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Regional District of Okanagan-Similkameen

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

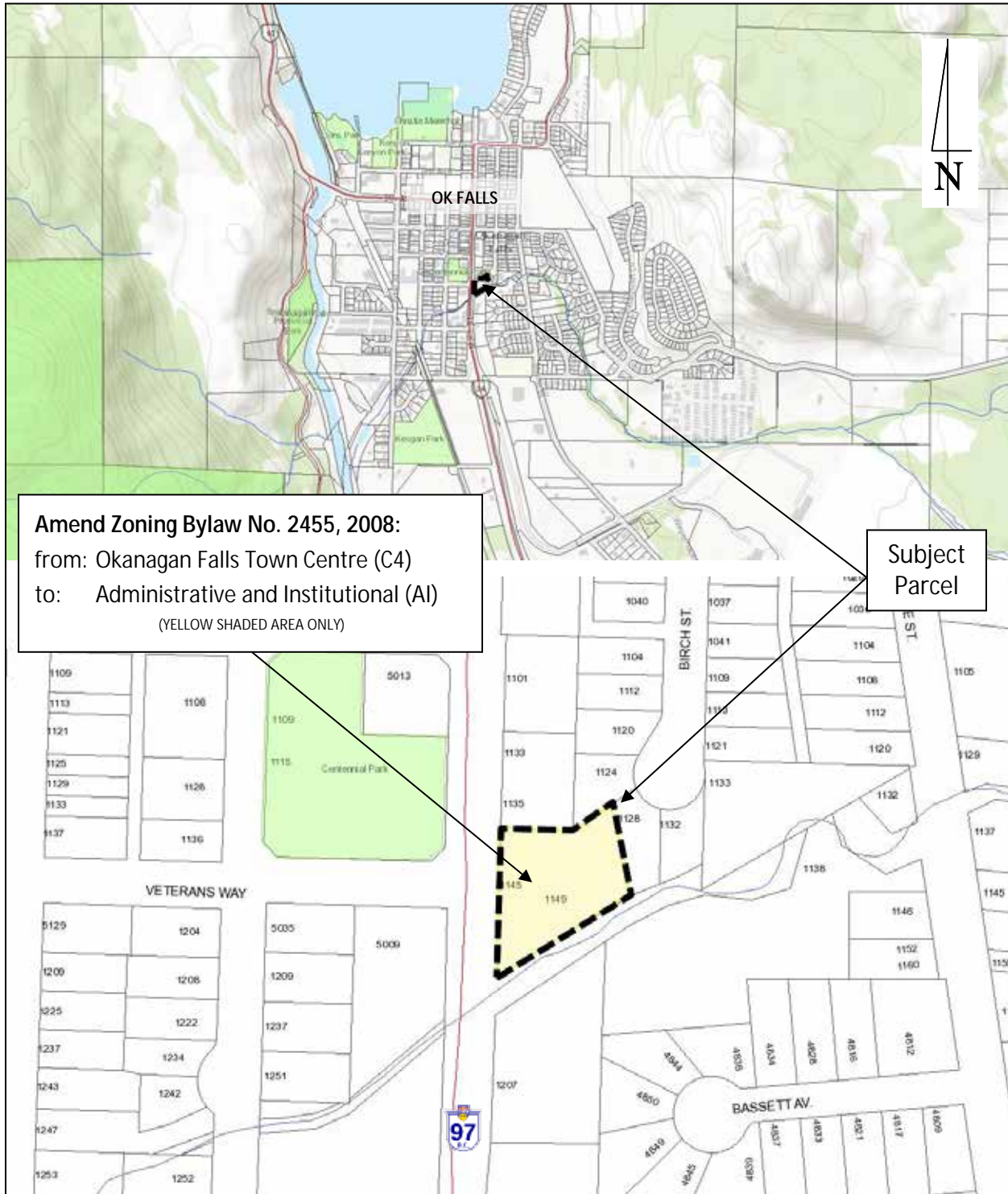
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'K'



Regional District of Okanagan-Similkameen

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

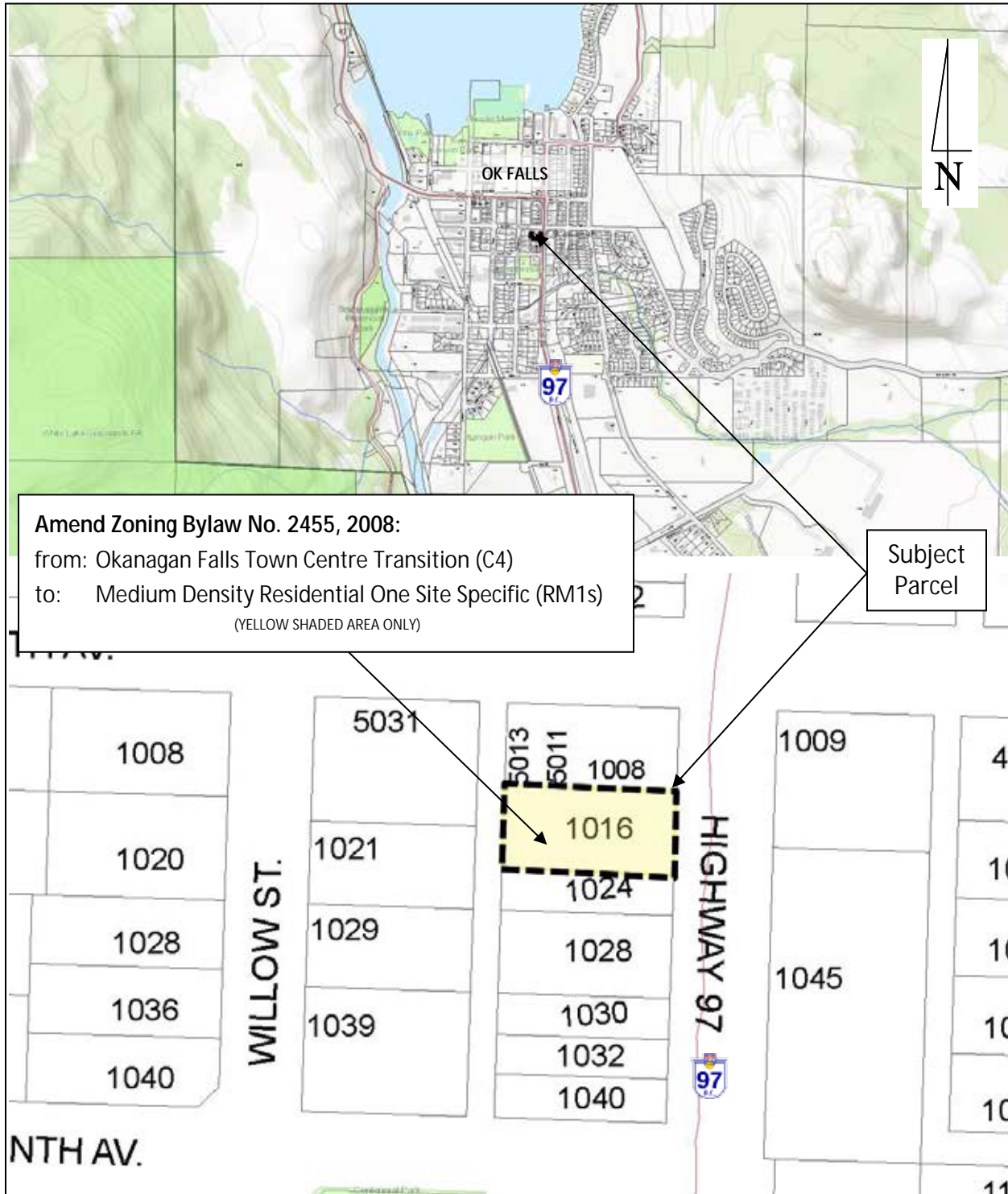
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'L'



Regional District of Okanagan-Similkameen

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

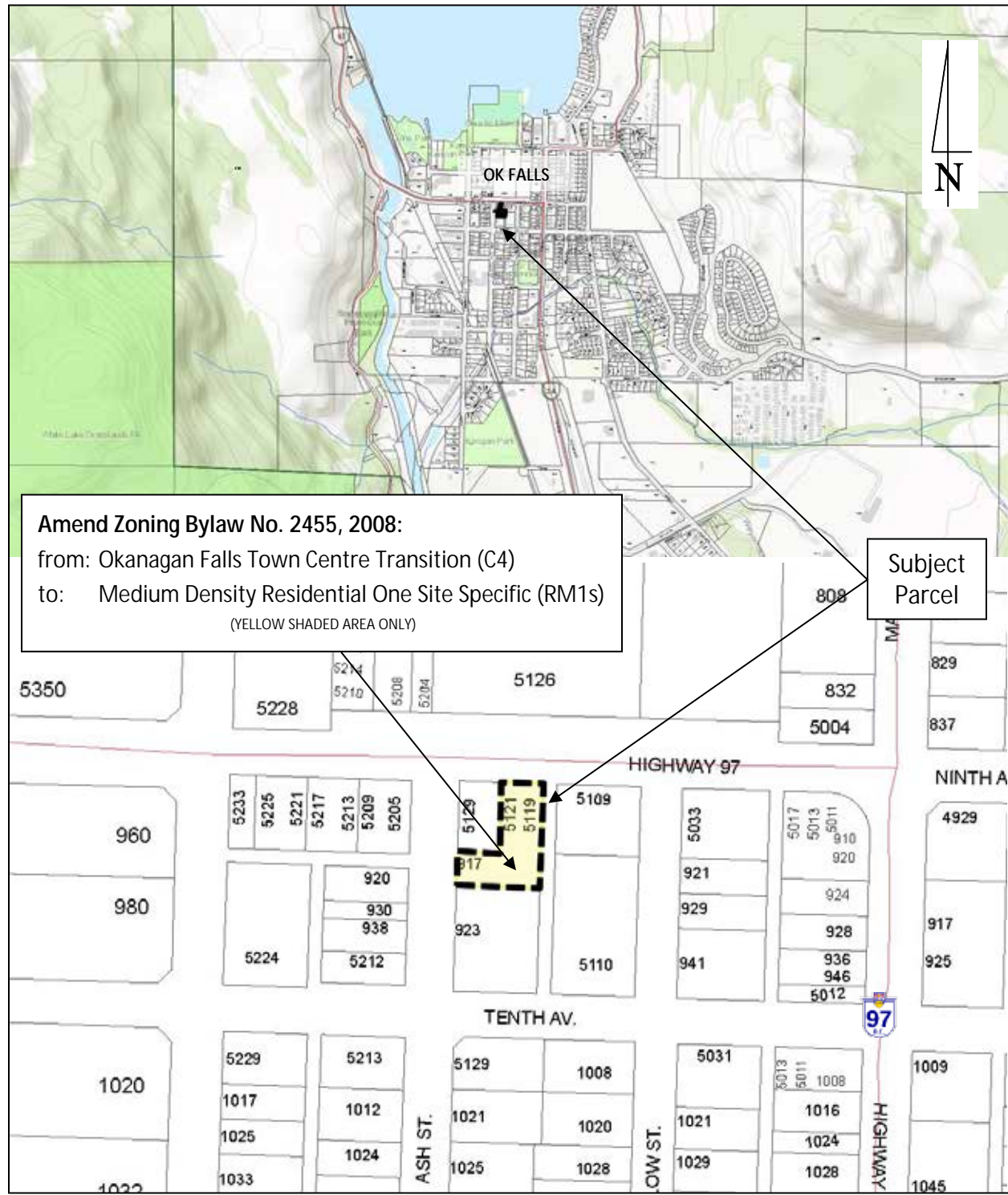
Telephone: 250-492-0237 Email: info@rdos.bc.ca



Amendment Bylaw No. 2455.38, 2021

Project No: D2018.089-ZONE

Schedule 'M'



Amend Zoning Bylaw No. 2455, 2008:
from: Okanagan Falls Town Centre Transition (C4)
to: Medium Density Residential One Site Specific (RM1s)
(YELLOW SHADED AREA ONLY)

Subject Parcel

Sent: March 16, 2021 11:19 AM
To: Evelyn Riechert
Cc: Christopher Garrish; Eleanor Walker
Subject: Re: Proposed Zoning Review - DUPLEX, 1028 Main Street, OK Falls ~ Proposed Highway Commercial C4 Zone

Thx.

Thanks, Evelyn, I appreciate the info.

Going forward, I'm torn between retail or office space, etc. (for the "principal" commercial use), or focus on tourist accommodation.

Tourist Accommodation means more "hands on" managing same... but given the lack of demand over the past several years for more retail or office space, I really wonder if more tourist accommodation wouldn't be the way to go??? ... the Hotel (Pub) and Falls Restaurant being located so close by are a plus, with regard to catering to tourists.

Deciding "what" to develop will also depend on building permits, cost, code, etc., etc., but it's good to know that the option will still be there (for tourist accommodation) in the "new" C4 zoning.

One way or another, I'll be doing "something" with the 1028 Main Street property. :-)

Ciao for now, Mel

From: "Evelyn Riechert" <eriechert@rdos.bc.ca>
To: "Melody L Walker"
Cc: "cgarrish" <cgarrish@rdos.bc.ca>,
Sent: Tuesday, March 16, 2021 9:43:35 AM
Subject: RE: Proposed Zoning Review - DUPLEX, 1028 Main Street, OK Falls ~ Proposed Highway Commercial C4 Zone

Hi Melody,

Thank you for your response. I will address your questions below.

1. There are a number of ways to provide temporary accommodation to tourists under the new C4 zone. First it is possible to develop a property as a hotel, motel, hostel, etc and to provide rooms to the travelling public as under the 'tourist accommodation' use permitted in the zone. Secondly, if a property is developed with dwelling units above or behind a commercial space, these may be rented out as a 'vacation rental', subject to meeting all the other requirements, and thirdly, the resident of a dwelling unit may also carry out a 'bed and breakfast' operation, again subject to requirements. Mainly the difference between the two is that in a B&B, the owners need to live and be on site to rent out rooms, whereas, a vacation rental can rent out the whole home.
2. The new C4 zone allows for dwelling units as a secondary use to be located above or at the rear of a commercial use. It does not specific the number of units, so it could be 1 or more. The development of a property would depend on the size of the property and the various other zoning regulations and building requirements applicable to a particular parcel.

I hope this clarifies your queries.

Regards,

Evelyn



Your File #: D2018.089-
ZONE (2455.38)
eDAS File #: 2021-01003
Date: March 2, 2021

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

Attention: Planning Department

**Re: Proposed Text Amendment Bylaw 2455.38 for various
properties within the OK Falls downtown area.**

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



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8
Referrals@pib.ca | www.pib.ca
Telephone: 250-492-0411
Fax: 250-493-2882

Project Name:

Bylaw 2455.38 and 2603.15

FN Consultation ID:

L-210210-245538-260315

Consulting Org Contact:

Planning RDOS

Consulting Organization:

[Regional District of Okanagan-Similkameen](#)

Date Received:

Friday, March 19, 2021

WITHOUT PREJUDICE AND NOT TO BE CONSTRUED AS CONSULTATION

March 19, 2021

Attention: Planning RDOS

File number: 2455.38 and 2603.15

RE: 40 (forty) day extension

Thank you for the above application that was sent on February 10, 2021.

This letter is to inform you that due to current levels of internal capacity, we are unable to review your referral in your proposed timeline. With additional time, the Penticton Indian Band will be able to ensure that an informed review process will occur. We are setting the new timeline to be 40 days from the existing timeline.

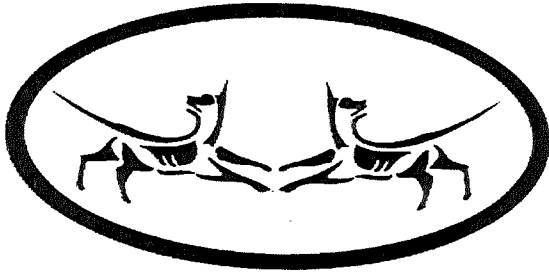
Most recently, the Supreme Court of Canada in the Tsilquot'in case confirmed that the province has been applying an incorrect and restrictive test to the determination of Aboriginal Title, and that Aboriginal Title includes the exclusive right of a First Nation to decide how that land is used and the right to benefit economically from those uses.

Please note that not receiving a response regarding a referral from Penticton Indian Band in the pre-application, current or post-application stage does not imply our support for the project.

I appreciate your co-operation.

limlæmt,

Maryssa Bonneau
Referrals Coordinator
P: 250-492-0411
Referrals@pib.ca



Penticton Indian Band
Natural Resources Department
841 Westhills Drive | Penticton, B.C.
V2A 0E8
Referrals@pib.ca | www.pib.ca
Telephone: 250-492-0411
Fax: 250-493-2882

Project Name:

Bylaw 2455.38 and 2603.15

FN Consultation ID:

L-210210-245538-260315

Consulting Org Contact:

Planning RDOS

Consulting Organization:

Regional District of Okanagan-Similkameen

Date Received:

Friday, March 19, 2021

WITHOUT PREJUDICE AND NOT TO BE CONSTRUED AS CONSULTATION

March 19, 2021

Attention: Planning RDOS

File Number: 2455.38 and 2603.15

We are in receipt of the above referral. This proposed activity is within the PIB Area of Interest within the Okanagan Nation's Territory, and the lands and resources are subject to our unextinguished Aboriginal Title and Rights.

The Supreme Court of Canada in the Tsilhqot'in case has confirmed that the province and Canada have been applying an incorrect and impoverished view of Aboriginal Title, and that Aboriginal Title includes the exclusive right of Indigenous People to manage the land and resources as well as the right to benefit economically from the land and resources. The Court therefore concluded that when the Crown allocates resources on Aboriginal title lands without the Indigenous peoples' consent, it commits a serious infringement of constitutionally protected rights that will be difficult to justify.

PIB has specific referral processing requirements for both government and proponents which are integral to the exercise of our management right and to ensuring that the Crown can meet its duty to consult and accommodate our rights, including our Aboriginal title and management rights. According to this process, proponents are required to pay a \$500 processing fee for each referral. This fee must be paid within 30 days. Proper consultation and consideration of potential impacts cannot occur without the appropriate resources therefore it is only with payment that proper consultation can begin and the proposed activity/development can be reviewed.

Invoice Number: L-210210-245538-260315

SubTotal Tax Total

Referral Processing \$ 500.00 \$ 0.00 \$ 500.00

Total \$ 500.00 \$ 0.00 \$ 500.00

INVOICE AMOUNT FOR PRELIMINARY OFFICE REVIEW \$500.00

Please make cheque or cash payable to Penticton Indian Band. re: P.C.132 and send to 841 Westhills Drive, Penticton, British Columbia, Canada V2A 0E8

Upon receipt of the processing fee, we will commence our review. You may then expect to receive a letter from us notifying

you of the results of our review of potential impacts of the project within 30 to 90 days.

If the proposed activity requires a more in-depth review, PIB will notify the proponent and all parties will negotiate a memorandum of agreement regarding a process for review of the proposed activity.

Please note that our participation in the referral and consultation process does not define or amend PIB's Aboriginal Rights and Title, or limit any priorities afforded to Aboriginal Rights and Title, nor does it limit the positions that we may take in future negotiations or court actions.

If you require further information or clarification, please do not hesitate to contact me.

limlømt,

Maryssa Bonneau
Referrals Coordinator
P: 250-492-0411
Referrals@pib.ca

Lauri Feindell

From: Danielson, Steven <Steven.Danielson@fortisbc.com>
Sent: March 10, 2021 10:28 AM
To: Planning
Subject: Electoral Area 'D', Okanagan Falls (D2018.089-ZONE)

There are FortisBC Inc (Electric) ("FBC(E)") primary distribution facilities with the Okanagan Falls town boundary along public roads and lanes servicing the affected properties. FBC(E) has no concerns with the proposed bylaw changes. Any specific servicing and setback concerns will be addressed when and if the respective property owners submit applications for development or changes to the existing service.

If you have any questions or comments, please contact me at your convenience.

Regards,

Steve Danielson, AACI, SR/WA

Contract Land Agent | Property Services | FortisBC Inc.

2850 Benvoulin Rd

Kelowna, BC V1W 2E3

Mobile: 250.681.3365

Fax: 1.866.636.6171

FBClands@fortisbc.com



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RESPONSE SUMMARY

AMENDMENT BYLAW NOS. 2455.38 & 2603.15

- Approval Recommended for Reasons Outlined Below
- Interests Unaffected by Bylaw
- Approval Recommended Subject to Conditions Below
- Approval Not Recommended Due to Reasons Outlined Below

Thank you for the opportunity to provide a health perspective on this application. It is our understanding that this application is to rezone the current Okanagan Falls Town Centre Transition (C4) Zone into a variety of other zones, including a Tourist Commercial (CT1), Medium Density Residential (RM1), and Administrative and Institutional (AI) Zone, as a part of the on-going work to modernize the downtown core of Okanagan Falls. This referral has been reviewed from a Healthy Community Development perspective and all comments are based on best practice health evidence.

We are pleased to see this update, as it supports bringing more people to the downtown core. Following the principals identified within the Provincial Health Services Authority- Healthy Built Environment Linkages Toolkit, higher densities tend to result in more people on the streets. Ensuring the walkability of the downtown core with safe and connected alternative transportation modes, further enhances both the health and economic benefits to the community.

Thank you for the opportunity to comment on this application. If you have any questions or concerns, please feel free to contact me at 250-469-7070 x12287 or via email Tanya.Osborne@interiorhealth.ca.

Signature:  _____

Signed By: _____ Tanya Osborne

Agency: _____ Interior Health

Title: _____ Community Health Faciliator

Date: _____ Feb 22, 2021

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Okanagan Falls Wastewater Treatment Plant Solids Processing Upgrade
Tender Award

Administrative Recommendation:

THAT the “Okanagan Falls Solids Processing Upgrade” project be awarded to Cumming Construction Ltd. in the amount of \$894,720 plus applicable taxes; and

THAT the Regional District approve a contingency for unexpected issues or addition of optional construction items in the amount of \$85,000.

Reference:

Recommendation letter dated March 31, 2021 from AECOM Canada Ltd.

Business Plan Objective:

3.3.3.1 Complete construction of a solids dewatering works at the Okanagan Falls Wastewater Treatment Plant.

Background:

Currently the Okanagan Falls Wastewater Treatment Plant (OKFWWTP) has two types of solids produced during the biological treatment process that require disposal – Thickened Waste Activated Sludge (TWAS) and Fermented Primary Sludge (FPS).

The TWAS is generated in a Dissolved Air Flotation (DAF) unit and is roughly the consistency of chocolate mousse or thick soup. The TWAS is stored in underground-aerated tanks prior to being transported by septic hauling trucks over 22 km to the Penticton Advanced Wastewater Treatment Plant (AWWTP). The TWAS is then dewatered and sent for final processing to the biosolids composting facility at the Campbell Mountain Landfill.

The FPS is generated from removal of the settled solids in the primary clarifier and stored in a separate underground-aerated tank. The FPS is also hauled by septic pumping trucks to the Penticton AWWTP, where it is added into the septic receiving facility.

Currently about 4 to 6 truckloads of sludge are taken to the Penticton AWWTP each week. Once the new solids processing infrastructure is in place at the OKFalls WWTP, hauling and processing costs will be substantially reduced as solids will no longer need to be taken to the AWWTP facility.

In 2020, a centrifuge was prepurchased for this project and the tender process for the building construction work has now completed.

Analysis:

Three (3) tenders were received by the Closing Time on March 30, 2021. The following table provides the contractor name and total tender price provided without GST.

Tender Result Summary (in alphabetical order)

Tenderer	Bid Price Provided
Chandos Construction	\$ 948,000
Cumming Construction	\$ 894,720
Wildstone Construction Group	\$ 1,217,251

All of the tenders were within the allowable budget for the project. The lowest total tender price was submitted by Cumming Construction Ltd. in the amount of \$894,720.00, plus GST. AECOM Canada Ltd., completed a review of the submitted tenders and provided a letter of recommendation for contract award to Cumming Construction being the lowest compliant tender.

Funding:

The Regional District received a grant of \$2.06 Million for all of the expenses associated with the engineering and construction of the new solids processing system at the OKFWWTP from the Strategic Priorities Fund.

Alternatives:

Not award the project to the recommended contractor and cancel the project.

Communication Strategy:

Upon Board approval, Cumming Construction will be contacted to begin the agreement process. Various communications will be released to the public throughout the process to keep the community informed.

Respectfully submitted:

Liisa Bloomfield

L. Bloomfield, Manager of Engineering Services

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

March 31, 2021

Contract #: RDOS-21-ENG-03

Project #: 60597021

Dear Mr. Zahara:

**Subject: Okanagan Falls WWTP Solids Processing Upgrade (RDOS-21-ENG-03)
Tender Evaluation**

The RDOS received three tenders by 2:00 pm on the tender closing date of March 30, 2021 for the Okanagan Falls Solids Processing Upgrade Contract. A summary of the tender results is provided in **Table 1** complete with confirmed arithmetic. A detailed summary of tender results can be found in Attachment 1.

Table 1 - Summary of Tender Results

Item	Tenderer	Total Tender Price (excl. GST)
1	Cumming Construction Ltd.	\$ 894,720.00
2	Chandos Construction Ltd.	\$ 948,000.00
3	Wildstone Construction & Engineering Ltd.	\$ 1,217,251.00

The lowest tender was submitted by Cumming Construction Ltd. in the amount of \$894,720.00, plus GST. The Total Tender Price includes a \$50,000 contingency allowance for extra work items during construction.

The low tender price is less than the tender estimate of \$1,107,500 and available construction budget of \$1,328,797. The construction budget is calculated as the difference between the available grant of \$2,060,000, approved engineering costs (\$362,249) and centrifuge skid pre-purchase (\$368,954). It is expected that any surplus will be used as a contingency for the skid pre-purchase, as well as funding optional items (i.e., shelf-spares pumps and parts; custom fabricated dewatered cake bin/trailer; site grading to include asphalt apron; stairs from final effluent platform; and water treatment for the W2 water supply).

Below is a detailed review of the two lowest tender submissions:

1. Cumming Construction Ltd.

Cumming Construction submitted a compliant bid which included a bid bond, Agreement to Bond form, detailed price breakdown and acknowledgement of all addenda. An amendment to the Tender Price was received before the tender close and applied to the calculations. Missing from the bid is a Certificate of Insurance which was not a requirement of the submission but should be requested upon Notice of Award. Cumming Construction is based in Penticton with extensive infrastructure experience, including recent upgrades to the City of Penticton AWWTP, Fernie Sewage Treatment Plant and City of Kelowna water integration project. Cumming Construction's bid includes Powertrend Electric Services, Combined Mechanical, H&M Excavating and CENTRIX as sub-contractors, all of which are local to the Okanagan Valley.

Combined Mechanical, H&M Excavating and CENTRIX have experience working at the Okanagan Falls WWTP, having been part of the original 2012 upgrade or recent wetland construction. Cumming Construction proposes to achieve Substantial Completion of the work by October 31, 2021. Assuming the Notice to Proceed can be issued by April 23, 2021 as originally scheduled, the construction duration will be 6 months.

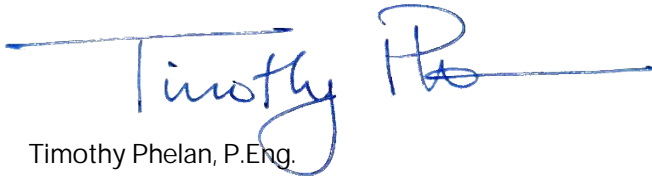
2. Chandos Construction Ltd.

Chandos Construction submitted the second lowest, compliant bid and included a bid bond, Agreement to Bond form, completed Certificate of Insurance form, detailed price breakdown and acknowledgement of all addenda. Chandos is a relatively new construction firm in the Okanagan Valley with an office in Kelowna but has been active across Canada since 1980. They have relevant infrastructure experience and have proposed reputable sub-contractors which together should provide the capability of completing the project successfully.

AECOM recommends that the RDOS award the Okanagan Fall Solids Processing Upgrade contract to Cumming Construction Ltd in the amount of **\$894,720** plus GST. If the RDOS agrees with our tender evaluation, please proceed with issuing a "Notice of Award".

Please contact the undersigned if you have any questions.

Sincerely,
AECOM Canada Ltd.



Timothy Phelan, P.Eng.
Project Manager
Email: timothy.phelan@aecom.com



Piero Galvagno, P.Eng.
Process Engineer
Email: piero.galvagno@aecom.com

Encl. Attachment 1 – Detailed Tender Summary
Cc: Per email distribution list.

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Amendment to RDOS-City of Penticton Septic Waste Receiving Agreement

Administrative Recommendation:

THAT the Modification Agreement for the Septic Waste Receiving Facility Cost Sharing Agreement with the City of Penticton be approved.

Purpose:

The purpose of this report is to seek approval for an amendment to an agreement that currently only addresses the process for cost deficiencies, not potential surpluses.

Reference:

Septic Waste Receiving Facility Cost Sharing Agreement, dated February 6, 2006
Regional District Septage Disposal Service Establishment Bylaw No. 2379, 2006
Modification Agreement to Septic Waste Receiving Facility Cost Sharing Agreement

Background:

In February 2006, the Regional District and the City of Penticton executed the Septic Waste Receiving Facility Cost Sharing Agreement. This agreement set out the terms for both parties in regards to the design, construction and operation of a septage receiving facility built at the Penticton Advanced Wastewater Treatment Plant (AWWTP). This facility was initiated in response to the necessary removal of the septage ponds located at Campbell Mountain Landfill that was receiving the septic waste from areas within the Regional District.

The agreement states that the City agreed to finance the construction of the facility and be responsible for the design, construction and operation. The recovery of these costs were agreed to be from tipping fees for users of the new septic receiving facility. The tipping fees were based upon the best estimate of all costs relating to the septage receiving facility, including the amortized costs of borrowing over 20 years for the initial capital costs.

In order to address any potential deficiency in the tipping fee revenue in a given financial year, the agreement includes an allocation of costs for the City and Regional District. In the event of a deficiency, the agreement specifies that the Regional District pays for 70% of any such deficiency and the City will pay the remaining 30%.

After several years of operation, the septage receiving facility revenue generally covers all expenses. This excess revenue has occurred in each of years between 2014 to 2020, with the exception of 2017. The agreement does not address what actions should be taken with respect to any surplus from the service. In each of the surplus years to date, the Regional District and the City agreed that the funds should be placed into a reserve for the facility.

The City has passed resolutions to transfer the funds into a Sewer Equipment Replacement Reserve, save for 2019 (in which it was rolled in to sewer surplus) and 2020, which has not yet been resolved.

Given the repeated nature of these surpluses, the Regional District and the City discussed an amendment to the language of the agreement. This amendment would authorize these surplus funds to be transferred to the specific reserve account held by the City without annual resolutions. The amendment would also establish the limits that would be placed on the reserve, and a process for handling excess amounts once the reserve maximum had been met.

Analysis:

The original agreement discusses the process for the City to set tipping fees to the best of its ability to recover the anticipated annual costs of the facility. In years where there is a deficiency in total revenue, a clear process is provided for recovery of the funds with an allocation of 70% from the Regional District and 30% from the City. An equivalent process to handle excess revenue is needed for the agreement.

Consistent with the intent of the original agreement, the amended language provided with the enclosed Modification Agreement proposes the same cost sharing arrangement for any additional amount received in excess of the maximum reserve amount (70% Regional District/30% City). The amended agreement is a fair, equitable, and transparent way to manage the surplus amounts that have resulted in a number of past years.

The amended language also sets out a maximum amount for the reserve of \$350,000, which has been set to meet the anticipated capital needs of the facility in the near to medium future. The following costs have been provided by the City for determining a suitable maximum reserve amount.

Item:	Replacement Cost:
Screening Unit	\$225,000
Rock Trap	\$37,000
Exhaust Fans	\$8,000
Rotork	\$15,000
Flow Meter	\$6,000
Control System	\$50,000
Estimated Total	\$341,000

The amendment requires approval by both the Regional District Board and the City Council. The report to City Council is anticipated for the April 20, 2021 meeting.

Financial Discussion:

The Sewer Equipment Replacement Reserve held by the City currently stands at \$180,268 as of the end of 2019. The 2020 surplus amounts to \$109,160. By amending the agreement, the 2020 surplus will be added resulting in a new balance of \$289,428.

Once the \$350,000 reserve limit has been reached all surplus funds will be split through the allocation percentages. The Regional District has a current reserve in place from Bylaw No. xxx. Any excess funds received for this service will be placed into this reserve.

Alternatives:

Refer back to staff for more information.

Communication Strategy:

The City will be notified of the Board's discussion and decision on the amendment agreement prior to the anticipated April Council meeting.

Respectfully submitted:

"Liisa Bloomfield"

L. Bloomfield, Engineering Manager

MODIFICATION AGREEMENT

THIS MODIFICATION AGREEMENT dated for reference the 15th day of March, 2021.

BETWEEN:

THE CORPORATION OF THE CITY OF PENTICTON,
a municipal corporation having an address at
171 Main Street, Penticton, B.C. V2A 5A9
(hereinafter called the "**City**")

OF THE FIRST PART

AND:

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN,
a regional district having an address at 101
Martin Street, Penticton, B.C. V2A 5J9
(hereinafter called the "**RDOS**")

OF THE SECOND PART

WHEREAS:

- A. By a Septic Waste Receiving Facility Cost-Sharing Agreement dated for reference the 6th day of February, 2006 between the City as the City and the RDOS as the RDOS (hereinafter called the Cost Sharing Agreement"); and
- B. The City and the RDOS agree to modify the Cost Sharing Agreement, effective as of January 1, 2020 on the terms and conditions set forth in this agreement (the "Effective Date").

NOW THEREFORE in consideration of the sum of ONE DOLLAR (\$1.00) of lawful money of Canada paid by each party to the other and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each party, the parties agree that:

- 1. The Cost Sharing Agreement shall be amended as follows:
 - (a) the deletion of the heading "7. COST DEFICIENCY" and the insertion of the following in substitution thereof:
"7. FINANCIAL ADJUSTMENTS"; and

(b) the addition of the following paragraph 7.4 which shall read as follows:

“7.4 In the event the Tipping Fees collected during any twelve (12) month period are in excess of the costs referred to in paragraph 5.2 herein, the City will deposit the surplus excess funds into the City’s Sewer Equipment Replacement Reserve (the “Reserve”), up to a maximum of Three Hundred Fifty Thousand Dollars (\$350,000.00). Should the Reserve reach the said maximum amount, thereafter Seventy percent (70%) of any additional surplus excess funds that occurs during the said twelve (12) month period shall be reimbursed to the RDOS.”.

2. This Agreement as of the Effective Date will be read and construed along with the Cost Sharing Agreement and treated as a part thereof; the Cost Sharing Agreement, as hereby modified and will continue to be in full force and effect. The parties hereto confirm and ratify the Cost Sharing Agreement as hereby modified.

3. This agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators, successors and assigns, as the case may be.

IN WITNESS WHEREOF the parties have hereunto executed this Agreement as of the day and year first above written.

**THE CORPORATION OF THE
CITY OF PENTICTON**
by its authorized signatories:

**REGIONAL DISTRICT OF OKANAGAN-
SIMILKAMEEN** by its authorized signatories:

17000001(misc)/rpt

I:\W5\CITY PENTICTON\AGREEMENTS\Modification Agrmt\modif SepticWaste Recvg Cost Sharing agrmt March
15 2021.doc/nn

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: UBCM Community Emergency Preparedness Fund – Emergency Operations Center and Training Grant

Administrative Recommendation:

THAT the application to the UBCM Community Emergency Preparedness Fund for the 2021 Emergency Operations Centers & Training grant be authorized to proceed.

Purpose:

To secure Provincial funding for the development of Emergency Operations Centers (EOCs) within the Region and build local and regional capacity through improved communication and shared services by implementing an online EOC platform, providing section-specific training, and a multi-jurisdictional exercise.

Business Plan Objective:

- 2.1 To provide a high level of customer service
- 2.1.2 By engaging our citizens in the development and improvement of our programs
- 2.2.1: Improving bylaws, policy and process within the organization
- 4.2.1: Improving regional district/municipal relations

Background:

In 2018, 2019, and 2020 the Regional District was successfully awarded the UBCM CEPF Tools and Training Grant. The combined funding of just under \$75,000 supported new technology for the RDOS EOC, regional EOC Trailer, and EOC staff and volunteer development through training and exercises.

The 2018 funding supported further development of the Regional EOC, as the need for a dedicated EOC space was essential, following the 2017-2018 wildfire and floods. In 2019, the EOC Grant supported the functions within the EOC through training and purchasing of new equipment. In 2020, the initial grant application shifted from planning a functional exercise to a discussion-based exercise, focusing on governance, structure and communication pathways for the EOC. The Discussion based exercise and EOC Refresher training supported 120 participants in four virtual EOC sessions and 33 participants during the Discussion based exercise. Participation included all member municipalities and three of the 4 local Indigenous bands.

Analysis:

A joint application with 5 municipal partners (District of Summerland, Town of Oliver, Town of Osoyoos, Village of Keremeos and the Town of Princeton) will allow for consistency and capacity building across the region.

The Grant is intended to focus on 4 primary aspects; EOC refresher training, full-scale multi-jurisdictional exercise, website design, and the emergency mass notification implementation. Training and collaborating as a region will increase the consistency and capacity of operations in all communities, with an increase of staff availability to function within an EOC. The Grant will further investigate a regional EOC platform that will build off the EOC Virtual Dashboard that will support collaboration between our municipal partners in real-time when responding to an emergency.

The District of Summerland and the Town of Oliver currently do not have an emergency notification system in place; both communities have expressed interest in partnering with the RDOS with its Mass Notification System, called CivicReady. With more communities using CivicReady, residents will receive information sooner, with increased staffing capacity on a standard system that will allow consistent messaging. The Town of Princeton has requested to improve its current website to share information releases during emergencies. The Princeton EOC portal has yet to be developed as staff have identified that their current platform is cumbersome when updating residents during an emergency.

The Town of Oliver, District of Summerland and Town of Princeton have requested funding to be allocated directly to support communicating with their residents through this Grant. The majority of the request is dedicated to improvements that will lead to better partner cohesion during an emergency. The joint application supports the region to communicate more effectively with improved EOC technology and enables further collaborative training as a region. These activities will foster improved relationships during the activation of more than one EOC.

Alternatives:

The Board of Directors could choose not to support the application towards the 2021 Emergency Operations Center and Training CEPF Grant.

Communication Strategy:

If the application is approved by the Board and is successful in obtaining the funding, the details will be released via press release on the RDOS website and social media outlets.

Respectfully submitted:

"Anne Benn"

A. Benn, Emergency Program Coordinator

ADMINISTRATIVE REPORT

TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: April 15, 2021
RE: Kaleden Parks and Recreation Service

Administrative Recommendation:

THAT Bylaw No. 2914, 2020, being a bylaw of the Regional District of Okanagan Similkameen to amend the cost recovery method and requisition limit of the Kaleden Recreation Programming and Facility Maintenance Local Service Establishment Bylaw, and Bylaw No. 2924, being a bylaw to add Parks to the description of the Kaleden Recreation Programming service, be adopted.

Reference:

Bylaw No. 2914, 2020

Bylaw No. 2924, 2021

Background:

The Regional District embarked on an alternative approval process (AAP) to determine public interest in acquiring a parcel known as Sickie Point for the Kaleden Recreation Programming Service. During the preparation of the AAP process, it was determined that amount requisitioned for the service was not compliant with the limit in the service establishment bylaw, regardless of whether or not the parcel was to be acquired. Additionally, the Ministry of Municipal Affairs requested that the description of the service be amended to include the administration, operation and acquisition of Parks. Approval of the elector was not obtained in the AAP process and the acquisition of the Sickie Point parcel by the Regional District was abandoned.

Bylaw No. 2924 received three readings at the January 7, 2021 Board meeting. At the February 18, 2021 Board meeting, Bylaw No. 2914 was re-read a third time amending the requisition limit to bring the bylaw into compliance and maintain the recreation program at its current service level.

Analysis:

Bylaw No. 2914 and Bylaw No. 2924 have received approval from the Inspector of Municipalities and may now be adopted.

Alternatives:

THAT the three readings of the bylaw be rescinded and the bylaws abandoned.

Respectfully submitted: <i>"Gillian Cramm"</i> <hr/> G. Cramm, Legislative Services Coordinator	Endorsed by: <i>"Christy Malden"</i> <hr/> C. Malden, Manager of Legislative Services
---	---

**REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN
BYLAW NO. 2914, 2020**

A bylaw to amend the Kaleden Recreation Programming and Facility Maintenance Local Service Establishment Bylaw No. 1554, 1994.

WHEREAS Bylaw No. 1554, 1994 established the Kaleden Recreation Programming and Facility Maintenance Local Service;

AND WHEREAS the Board of Directors of the Regional District Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend the service of recreation programming and facility maintenance;

AND WHEREAS the Board of Directors wishes to increase the requisition limit for the service;

AND WHEREAS the Director for Electoral Area "I" has consented in accordance with the Local Government Act;

NOW THEREFORE the Board of Directors of the Regional District Okanagan-Similkameen in open meeting assembled, ENACTS as follows:

CITATION

1. This bylaw may be cited for all purposes as the "Kaleden Recreation Programming and Facility Maintenance Local Service Establishment Amendment Bylaw No. 2914, 2020".

AMENDMENT OF SERVICE

2. Section 4 of Bylaw No. 1554, 1994 is deleted in its entirety and replaced with the following:

"Cost Recovery Method

As provided in 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 of the Local Government Act;
- b) Subject to subsection (2) of Section 378 of the Local Government Act, parcel taxes imposed in accordance with Division 3;
- c) Fees and charges imposed under Section 397;

- d) Revenues raised by other means authorized under Provincial legislation;
- e) Revenues received by way of agreement, enterprise, gift, grant or otherwise."

3. Section 5 of Bylaw No 1554, 1994 is deleted in its entirety and replaced with the following:

"The annual maximum amount that may be requisitioned for the cost of the service shall not exceed the greater of \$232,000.00 or \$0.37890 per thousand dollars of net taxable value of land and improvements in the service area."

READ A FIRST, SECOND AND THIRD TIME this 19th day of November, 2020.

ELECTORAL AREA "I" DIRECTOR CONSENT OBTAINED this 19th day of November, 2020.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 22nd day of December, 2020.

THIRD READING RESCINDED AND BYLAW RE-READ A THIRD TIME this 18th day of February, 2021

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 15th day of March, 2021

ADOPTED this ____ day of _____, ____.

Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ____ day of _____, ____.

**REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN
BYLAW NO. 2924, 2021**

A bylaw to amend the Kaleden Recreation Programming and Facility Maintenance Local Service Establishment Bylaw No. 1554, 1994.

WHEREAS Bylaw No. 1554, 1994 established the Kaleden Recreation Programming and Facility Maintenance Local Service;

AND WHEREAS the Board of Directors of the Regional District of Okanagan-Similkameen wishes to proceed under the *Local Government Act*, to amend the service of recreation programming and facility maintenance by adding administration, operation and acquisition of Parks to the service;

NOW THEREFORE the Board of Directors of the Regional District Okanagan-Similkameen in open meeting assembled, ENACTS as follows:

CITATION

1. This bylaw may be cited for all purposes as the "Kaleden Recreation Programming, Parks and Facility Maintenance Local Service Establishment Amendment Bylaw No. 2924, 2021".

AMENDMENT OF SERVICE

2. Section 1 of Bylaw No. 1554, 1994 is deleted in its entirety and replaced with the following:

"THE SERVICE

The D9 Specified Area established by Bylaw No. 1041 cited as the D9 Specified Area Establishment Bylaw No. 1041, 1988, is established as the Kaleden Recreation Programming, Parks and Facility Maintenance Local Service.

The Regional District of Okanagan-Similkameen is empowered and authorized to provide recreation programming, parks and facility maintenance local service for the Kaleden Recreation Programming, Parks and Facility Maintenance Local Service Area, and without limiting the generality of the foregoing, to enter into contracts with such authorities and companies as may be necessary or appropriate to implement the Kaleden Recreation Programming, Parks and Facility Maintenance Local Service, including the acquisition, maintenance and administration of park land."

3. Section 2 of Bylaw No. 1554, 1994 is deleted in its entirety and replaced with the following:

BOUNDARIES OF THE SERVICE AREA

"The boundaries of the Kaleden Recreation Programming, Parks and Facility Maintenance Local Service Area are outlined on Schedule 'A' attached to and forming part of this bylaw."

4. Section 3 of Bylaw No 1554, 1994 is deleted in its entirety and replaced with the following:

PARTICIPATING AREA

The Kaleden Recreation Programming, Parks and Facility Maintenance Local Service Area is located entirely within the boundaries of Electoral Area 'I'."

5. Section 6 of Bylaw No 1554, 1994 is deleted in its entirety and replaced with the following:

CITATION

This bylaw may be cited as the 'Kaleden Recreation Programming, Parks and Facility Maintenance Local Service Establishment Bylaw No. 1554, 1994'."

READ A FIRST, SECOND AND THIRD TIME this 7th day of January, 2021.

ELECTORAL AREA "I" DIRECTOR CONSENT OBTAINED this 6th day of January, 2021.

INSPECTOR OF MUNICIPALITIES APPROVAL OBTAINED this 3rd day of March, 2021

ADOPTED this ____ day of _____, ____.

Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ____ day of _____, ____.

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Apex Mountain Fire Protection

Administrative Recommendation:

THAT Bylaw No. 2920, 2020 Apex Mountain Fire Protection Service Establishment Bylaw and Bylaw No. 2921, 2020 Apex Mountain Fire Protection Loan Authorization Bylaw be adopted.

Purpose:

To create a service for the provision of fire protection and borrow funds for the purchase of a fire truck, equipment and to acquire land and construct a fire hall.

Reference:

Bylaw No. 2920, 2020

Bylaw No. 2921, 2021

Background:

The Apex Fire Brigade currently provides fire services to the mountain community and formally approached the Regional District to put in place a Regional District fire protection service, to be administered in the same way as existing Regional District fire departments.

Bylaw No. 2920, 2020 establishes the Apex Mountain Fire Protection Service. Bylaw No. 2921 authorizes the long-term borrowing of up to \$3,000,000 for the construction of a fire hall and the purchase of a fire truck.

Analysis:

An assent vote was held on Saturday March 27, 2021 to obtain elector approval for the establishment of the fire protection service and the long-term borrowing, with the following results:

	YES	NO
Advance Voting Opportunity: March 17, 2021 101 Martin Street, Penticton BC	37	8
Mail-In Ballots	47	10
General Voting Day, March 27, 2021 Apex Mountain	144	19
TOTAL NUMBER OF VALID VOTES CAST	228	37

This determination of official assent voting results was made by the Chief Election Officer on March 31, 2021 at 4:00 pm and is based on ballot accounts as prepared by the Chief Election Officer.

Because assent of the electorate was obtained, the Board of Directors may now adopt Bylaw No. 2920 Apex Mountain Fire Protection Service Establishment Bylaw and Bylaw No. 2921 Apex Mountain Fire Protection Loan Authorization Bylaw.

Alternatives:

THAT the Regional District Board rescind three readings of Bylaw No. 2920, 2020 Apex Mountain Fire Protection Service Establishment Bylaw and Bylaw No. 2921, 2020 Apex Mountain Fire Protection Loan Authorization Bylaw and abandon the bylaws.

Communication Strategy:

The official results of the assent vote have been posted to social media and the Regional District's website.

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2920, 2020

A bylaw to provide for the establishment and operation of the Apex Mountain Fire Protection Service Area

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 provision of fire protection services in a portion of Electoral Area "I" of the Regional District of Okanagan-Similkameen;

AND WHEREAS the approval of the electors was obtained by assent of the electors in accordance with *Local Government Act*;

NOW THEREFORE the Board of the Regional District, in open meeting assembled, **ENACTS** as follows:

1 **CITATION**

1.1 This bylaw may be cited as Apex Mountain Fire Protection Service Establishment Bylaw No. 2920, 2020.

2. **ESTABLISHMENT OF THE SERVICE**

2.1 The Regional District of Okanagan-Similkameen hereby establishes within Electoral Area "I" a service for the provision of fire prevention and inspection services, and fire suppression and other emergency responses including mutual aid and/or automatic aid with other fire service areas, subject in each case to bylaw. Board policy and/or agreements with other persons or entities as considered appropriate or necessary by the Board of Directors.

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 Apex Mountain Fire Protection service area are a portion of Electoral Area "I" as outlined on Schedule A attached to and forming part of this bylaw.

4 **PARTICIPATING AREAS**

4.1 The Apex Mountain Fire Protection service area is located entirely within the boundaries of Electoral Area "I"

5 **METHODS OF COST RECOVERY**

5.1 As provided in 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 \$ 390,000 or \$2.65 per \$1000 net taxable value of land and improvements in the service area based on residential class, whichever the greater.

READ A FIRST, SECOND, AND THIRD TIME this 17th day of December, 2020.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 25th day of January, 2021.

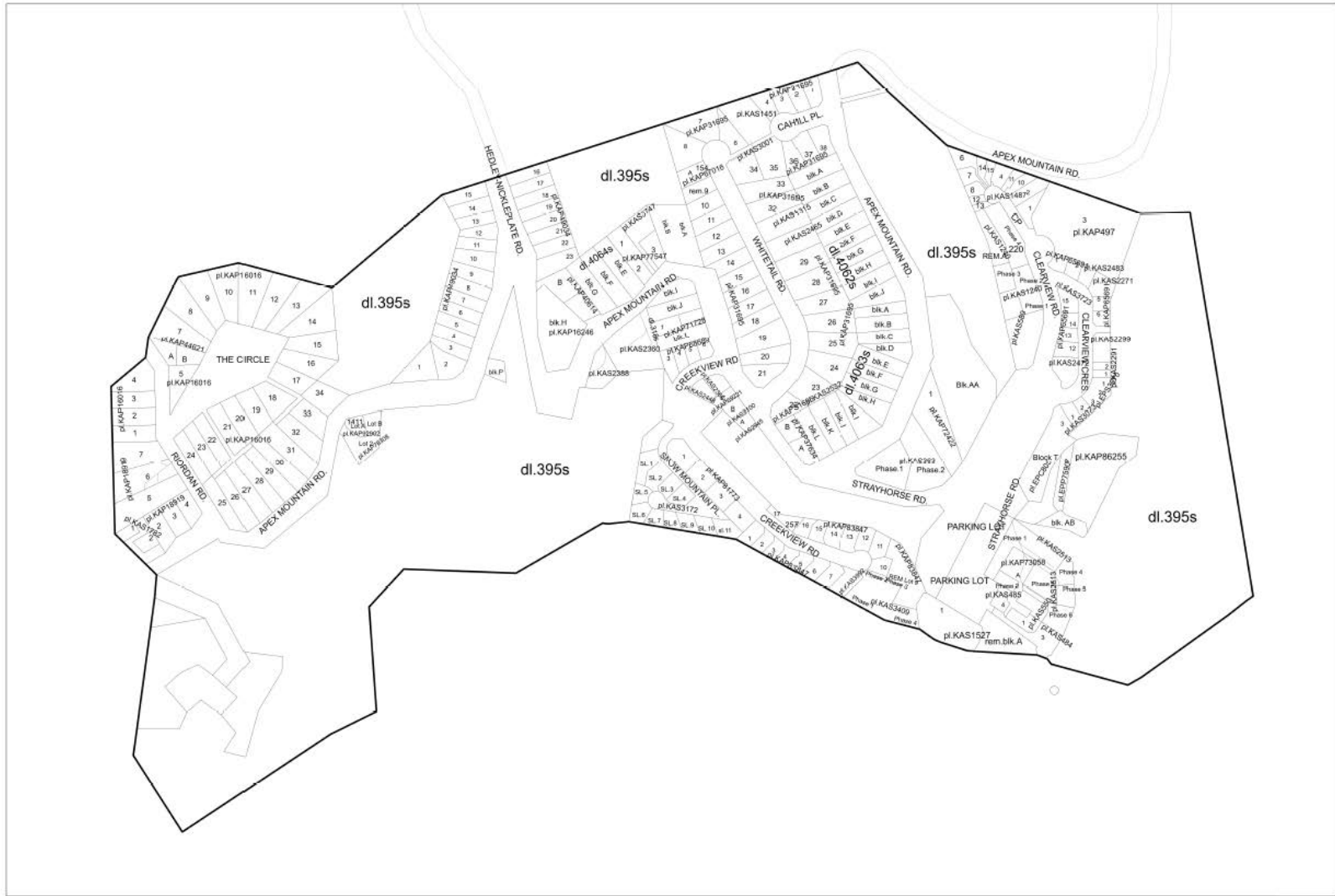
RECEIVED APPROVAL OF THE ELECTORATE THROUGH REFERENDUM this 27th day of March, 2021.

ADOPTED this ____ day of ____, ____

Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ____ day of ____, ____



Apex Mountain Fire Protection Service Establishment
Bylaw No. 2920, 2020



Legend
 Bylaw 2920



1:1,750

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2921, 2020

A bylaw to authorize the long-term borrowing for the establishment and operation of the Apex Mountain Fire Department.

WHEREAS pursuant to the Local Government Act and the Community Charter, the Regional District of Okanagan-Similkameen may, by loan authorization bylaw, borrow money for capital purposes;

AND WHEREAS the Board of the Regional District of Okanagan-Similkameen has established by Bylaw No. 2920, 2020 a service for the purpose of fire prevention and inspection services, and fire suppression and other emergency responses as considered appropriate or necessary by the Board of Directors

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 twenty five(25) years;

AND WHEREAS the authority to borrow under this bylaw expires five (5) years from the date on which this bylaw is adopted;

AND WHEREAS the Regional Board of the Regional District of Okanagan-Similkameen has obtained the approval of electors in accordance with the *Local Government Act*;

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 Apex Mountain Fire Protection Loan Authorization Bylaw No. 2921, 2020

2. AUTHORIZATION OF PURCHASE

2.1 The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out the establishment and operation of the Service serving the Apex Mountain Fire Protection Local Service Area 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:

3. LOAN AUTHORIZATION

- 3.1 To borrow upon the credit of the Regional District a sum not more than three million dollars (\$3,000,000).
- 3.2 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 construction of a fire hall and fire truck purchase in Electoral Area "I".

4. TERM OF DEBENTURE

- 4.1 The maximum term for which debentures may be issued to secure debt created by this bylaw is twenty (25) years.

READ A FIRST, SECOND, AND THIRD TIME this 17th day of December, 2020.

APPROVED by the Inspector of Municipalities this 25th day of January, 2021.

RECEIVED ASSENT OF THE ELECTOR THIS 27th day of March, 2021.

ADOPTED this ____ day of ____, ____

RDOS Board Chair

Corporate Officer

REQUEST FOR DECISION

TO: Board of Directors

FROM: Okanagan Basin Water Board

DATE: April 15, 2021

RE: Invitation to Participate on the OBWB Water Stewardship Council

From: Nelson Jatel <nelson.jatel@obwb.ca>
Sent: Tuesday, April 6, 2021 2:26 PM
To: 'skozakevich@rdos.bc.ca' <skozakevich@rdos.bc.ca>; Bill Newell <bnewell@rdos.bc.ca>
Cc: Zoe Kirk <zkirk@rdos.bc.ca>; Shelley Fiorito <sfiorito@rdos.bc.ca>
Subject: Okanagan Water Stewardship Council membership: two-year term (TERM 10)

Dear [Regional District of Okanagan-Similkameen](#):

The OBWB is pleased to invite your organization to participate as a member on the Okanagan Water Stewardship Council (the Council) for the upcoming 24 month term (April 2021 to March 2023). The Council is the technical advisory committee of the Okanagan Basin Water Board (OBWB).

The Council regularly meets on the second Thursday of each month during the afternoon (1:00pm – 4:00pm). Additional background information is provided below and further Council details including our guiding principles and mandate are available on our website: www.obwb.ca/wsc.

Action Request. Please advise our office on the following:

1. Decision on your organization acceptance of a position on the Council;
2. And if yes, identify your organization's designated: (1) Council member appointee, and (2) Council member alternate.

The OBWB values your organization's perspectives and hopes you will join the Council for our upcoming 10-term of engaging on Okanagan water issues.

Background information

The OBWB is an inter-regional government agency founded in 1970 to promote the shared water interests of Okanagan communities. Its mandate is to "*provide leadership for sustainable water management to protect and enhance the quality of life and environment in the Okanagan Basin.*" The Okanagan Water Stewardship Council was established in March 2006 and renewed in December 2008 to provide independent technical advice, analysis, and policy recommendations to the OBWB.

The great strength of the Council is its diversity and expertise. It is comprised of First Nations, water user groups, non-profit organizations, scientists, local and senior government, academics, economic

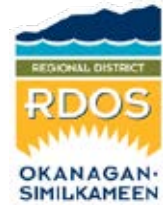
interests, and professional associations. The result is a thoughtful forum on water that respects differences and makes recommendations that benefit the entire Okanagan Basin.

The Council has provided important direction and advice to the Water Board, including the development of the *Okanagan Sustainable Water Strategy, Action Plan 2.0* (2020). The strategy provides an important context for actions to be undertaken by the board and partner governments.

The Council has been an important venue for collaborative learning, and supporting Okanagan water management and governance. The Okanagan is one of Canada's only semi-arid deserts, continues to experience high population growth, and has significant variation in annual snow and rainfall. The Council is a unique and important forum for Okanagan water – and recognized nationally by the Council of Federations (2013) with an Excellence in Water Stewardship Award.

ADMINISTRATIVE REPORT

TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: April 18, 2021
RE: Electoral Area "D" Service and Boundary Configuration Study



Administrative Recommendation:

THAT the Terms of Reference for the Electoral Area "D" Service and Boundary Configuration Study as attached to the April 15th, 2021 administrative report be approved.

Reference:

- Ø *Local Government Act*
- Ø Electoral Area "D" Service and Boundary Configuration Study Terms of Reference (attached)
- Ø March 24, 2021 Correspondence from the Minister of Municipal Affairs (attached)

History:

Citizens in Okanagan Falls, an unincorporated community in Electoral Area "D", have discussed incorporation for many years and several studies analysing alternative structure, governance and service options have been conducted.

- May 1989 - A previous study was completed to test incorporation for Okanagan Falls, which was not successful.
- November 2010 – The Regional District submitted a request for an incorporation study of Okanagan Falls.
- September 2014 – The project was approved and \$50,000 was committed to the project.
- July 2015 – A lay Committee was established and commenced meetings to undertake a Governance Review of Area "D".
- October 2016 – The Regional District received the Governance Report from the Committee and recommended to the Province that Area "D" be split along the lines of the D1 & D2 Official Community Plans.
- October 2018 – Area "I" was severed from Area "D"

November 2020 – A letter was received from the Okanagan Falls Community Association asking the Board to consider supporting a new Incorporation Study.

Analysis:

At the Board meeting of December 3, 2020 the Board of Directors resolved the following:

That the Board support an Incorporation Study assessing costs and benefits as outlined in the recently accepted 2020 Economic Development & Recovery Plan for Okanagan Falls,

<https://Portal.Rdos.Bc.Ca/Departments/Officeofthecao/Boardreports/2021/20210415/Board Reports/F.4. EA D Tor Study RPT.Docx>

combining a Boundary Analysis Report for Area D and community engagement initiative;
and further,

That the Board request the Minister of Municipal Affairs to provide restructure funding in 2021 and 2022.

On March 24, 2021, the Minister advised the Regional District that funding in the amount of \$80,000 would be committed to embark on the first steps in a restructuring process, which include the following:

1. identifies the most pressing service and governance issues,
2. explores community interests in incorporation, and
3. proposes a boundary for incorporation that optimizes for service delivery, representation, tax equity, and community vision.

At the conclusion of this study, the Regional District will submit a report to the Minister. Further work towards next steps in the restructuring process will be considered at that time.

If the Board of Directors approves the Terms of Reference for the Service and Boundary Configuration Study, next steps will be to compile a working committee, consisting of broad representation from various interests in the study area and retain a consultant experienced in local government structure and governance analysis.

Alternatives:

That the Board of Directors not approve the Terms of Reference for the Electoral Area "D" Service and Boundary Configuration Study

Respectfully submitted:

"Christy Malden"

C. Malden, Manager of Legislative Services

Terms of Reference:

Regional District of Okanagan-Similkameen Electoral Area 'D' – Services and Boundary Configuration Study

OVERVIEW

The purpose of the study is to conduct an analysis of services, with public engagement in the Regional District of Okanagan-Similkameen (RDOS) Electoral Area D communities on services and opinions on incorporation, and work to develop and test potential municipal boundary configurations in Area D (the Study).

This Study will describe and educate on facets of governance and services in Electoral Area D, engage the public to identify the issues that are of greatest concern and identify options, within the regional district framework, for addressing the most pressing interests of the communities. It builds on a previous Governance Study, conducted in 2016 across what is now Areas D and I, which did not have a mandate to consider municipal incorporation.

The key outcome of the 2016 study was creation of a more focused electoral area 'D' in 2018. The other options to address governance and service issues have not been explored. Moving forward five years, further work is required in the new Area D for a more comprehensive assessment of service issues and an appreciation of the public's understanding of regional district and rural service provision.

This Study will expand on the 2016 work and:

- review, update and analyze services and service issues specific to Area D as it is configured since 2018;
- identify data gaps in the analysis, whether related to services, community profiles, public outreach, etc;
- engage the public and interest groups on services and various boundary configurations;
- clarify and define potential study area geographies, which includes preliminary analysis of the impact that incorporation would have on: political representation, governance structure, service provision/delivery and identifying other high-level restructure implications arising from the boundary configurations; and,
- soliciting input from a Study Committee and the public to choose a final potential municipal boundary.

Since previous studies did not specify which portions of Electoral Area 'D' are most suitable for incorporation, the Study will consider boundaries for different configurations of local communities, possibly including, but not limited to: Okanagan Falls; Okanagan Falls and the eastern lakeside communities (Skaha Estates, Heritage Hills/Vintage Views); Okanagan Falls and the southern portion of Area D (Skaha Estates, Heritage Hills/Vintage Views, Sun Valley and Rolling Hills); Okanagan Falls/East Lakeside/Southside; all of Area D.

The Study will provide a comprehensive assessment of quantitative and qualitative data in sufficient detail and rigour to make recommendations for study areas for each of the boundary configurations. The analysis is expected to consider, at a high-level, implications of the proposed boundaries on future restructure scenarios, but it is not expected to analyze the impacts of each restructure scenario on residents in the area or the RDOS (e.g. impacts on taxation). If the Minister and RDOS Board decide to

move forward with a full-scale incorporation study following the service analysis and boundary configuration study, impacts will be explored at that time.

The Ministry of Municipal Affairs is contributing \$80,000 to RDOS for the first phase of the restructure study. The Study will be completed by a consultant or consultants retained by the RDOS. The RDOS will lead the procurement process and administer the contract.

Following this work, it is anticipated that the RDOS Board, with a recommendation from the Study Committee, will determine which of the considered boundary options is most suitable for further exploration, and whether there is sufficient understanding of service provision, residents needs and issues, and local enthusiasm for incorporation to proceed with a provincial funding request for a detailed incorporation study in a second phase of work.

Study Committee

The committee, working with RDOS staff ensures that the study and engagement with the community are neutral and balanced. The composition of the volunteer committee should therefore be broadly representative of the various interests in the study area. The committee will have 7 to 12 members, selected through an advertised call for members, followed by interview selection with RDOS representatives and supported by Ministry staff.

The committee is an objective fact-finding body; individual members of the committee should ensure that any expression of their personal opinions do not detract from the ability of the study committee to function as a neutral and credible conduit for information to the community. Committee meetings are open to the public and shall be conducted via electronic means until such time as the Public Health Officer allows for in-person meetings.

Committee members will conduct themselves in accordance with the RDOS Conflict of Interest and Code of Ethics policies. Meetings of the Committee will be conducted in accordance with the RDOS Procedure Bylaw.

The study committee includes the Electoral Area Director and Alternate Director in an ex-officio (non-voting) capacity, and the committee will select a chair and other officer positions from among its membership.

Public Engagement

The RDOS Board endorsed consultant, working with the committee should develop an engagement strategy and outline how best to engage with the public and other stakeholders directly affected in the Study process.

It is important to establish parameters for public participation so that residents and property owners understand the opportunities to participate in the Study.

The public engagement strategy should include:

- a communication plan for reporting out to the public on the study progress;

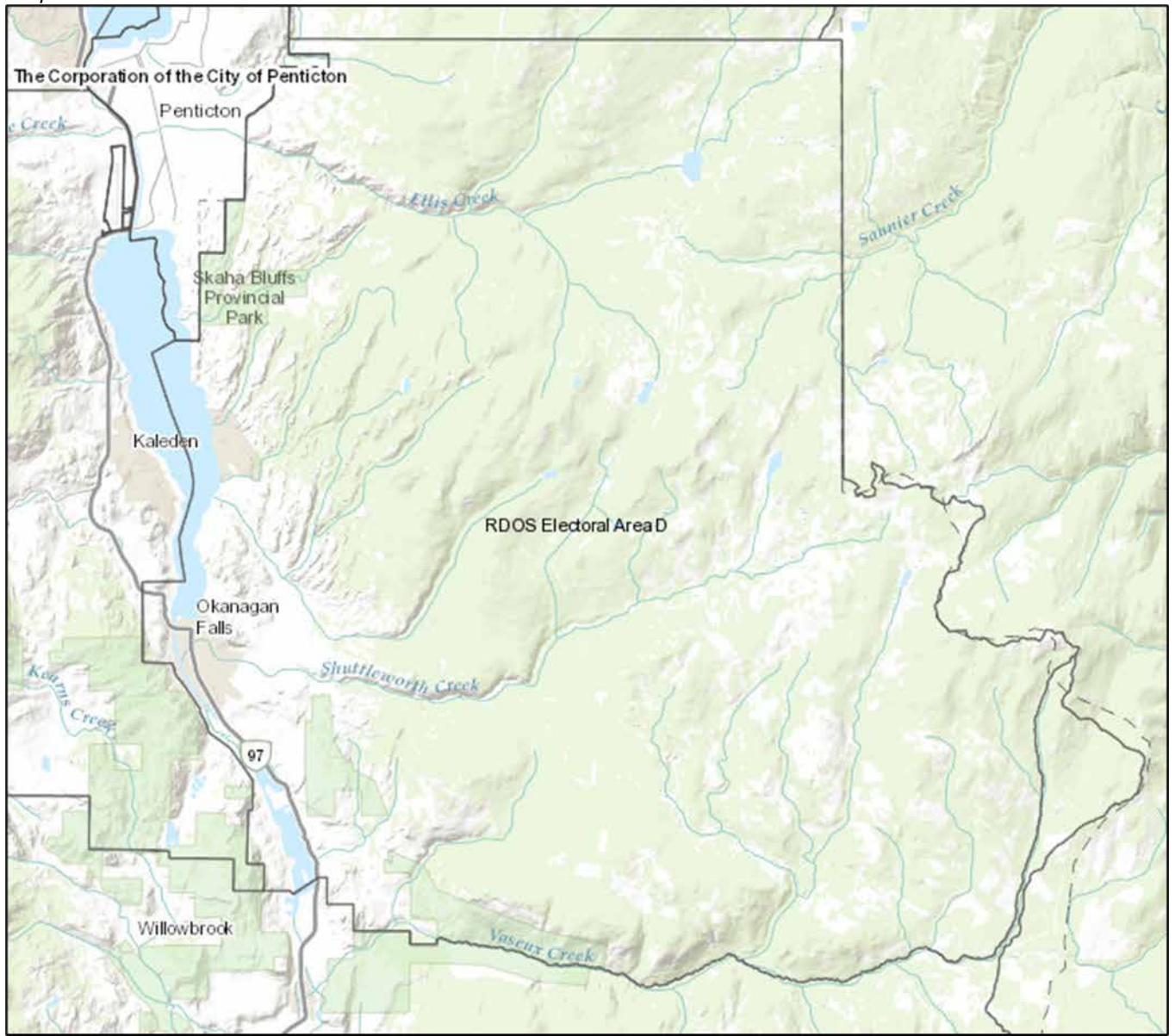
- one or more community meetings to present information to the public and to seek community feedback; and
- a process to gather information from the public on subjects such as community issues.

SCOPE OF WORK

Study Area

The Study Area is Area D, generally centred on populated areas in Okanagan Falls and nearby communities (extending north on the east side of Skaha Lake to include Skaha Estates and Heritage Hills, and extending south to Vaseux Lake), and also including Upper Carmi.

Map of RDOS Electoral Area 'D'



Study Contents

The final study report should align with the objectives of the Study. The report should present observations and analysis in a form that is legible and understandable to a broad public audience. The contents should include, but are not limited to:

- 1) Background and context: overview of the purpose of the Study and report contents; and evaluation criteria used with the service analysis and to decide on the various boundaries.
- 2) Results of analysis: analysis of community and area services, description of each boundary configuration scenario, including detailed maps; high-level overview of potential restructure implications for each boundary; and associated analysis of available data and identification of data 'gaps'.
- 3) Observations and conclusions: clear summary of report findings and limitations, or other conclusions; final potential municipal boundary (with public and final RDOS decisions).
- 4) Supporting evidence for conclusions and options: data collection methodologies, technical or aggregated data (as necessary).

When assessing boundary options the following factors should be considered:

- settlement patterns (e.g. zoning, OCP land use designations, ALR status, lot sizes; area population, population density, and dispersion);
- services and infrastructure (e.g. existing infrastructure, including water and sewer; future infrastructure needs and development plans, current and projected future local services and standard demands, existing local roads);
- tax revenue capacity (e.g. property class composition and assessed property values)
- community input and perspectives collected during the previous 2016 study and this Study; and,
- Other factors determined relevant based on data gathered during the Study process.

Deliverables from the Study will ultimately include:

- 1) Final report that fulfills the objectives of the Study as described in the Overview; and includes recommendations to the Board of Directors;
- 2) Updated Fact Sheets on Area 'D' services;
- 3) Fact Sheets on various boundary configurations and GIS based maps depicting the various boundary configurations;
- 4) Data tables and other quantitative/qualitative information (to be included in final report as appendices and also provided electronically in appropriate formats) used to make recommendations.

Timeline

It is recommended that the project be completed within the following timelines:

Task/Deliverable	Completion Date
Interim progress report delivered to MUNI	July 30, 2021
Draft report provided to RDOS and MUNI staff for review/comment	February 28, 2022
Final formatted report delivered to RDOS and MUNI	May 30, 2022
Final account of project expenses delivered to MUNI	September 30, 2022

This timeline will become more certain after a consultant is selected and agreement is reached with the consultant on a feasible study completion schedule. Timelines may be flexible, to factor in unanticipated delays, and may be adjusted with mutual consent of the Ministry and the RDOS.

Linkages

The Study should consider linkages with:

- Previous 2016 study report completed by RDOS study committee
- Timing of upcoming local government elections
- South Okanagan Regional Growth Strategy
- Area 'D' Official Community Plan amendments
- 2020 OK Falls Economic Recovery and Development Plan
- A potential future incorporation study

Out of Scope

Detailed technical and financial information on the impact of municipal incorporation within a proposed boundary. This analysis would be found in an incorporation study, which may follow this Study.

Role of Ministry

MUNI staff will be available as a resource to RDOS staff, the Committee and the consultant, and provide additional input including review of the draft materials and provision of comments prior to completion of the final report.

Administration

The RDOS will procure a consultant, or consultants, in accordance with the RDOS' procurement policy and process and it will meet the requirements of applicable trade agreements including the *New West Partnership Trade Agreement* (NWPTA), the *Canadian Free Trade Agreement* (CFTA), and the *Canada-EU Comprehensive Economic and Trade Agreement* (CETA).

Consultant(s) will be sought to undertake this study with sufficient experience and expertise in local government boundary extension/restructure, service delivery and governance studies to effectively identify restructure implications arising from the selection of study boundaries. The consultant(s) must also demonstrate ability to work with and generate GIS data and mapping.

In supervising the work of the consultant(s), the RDOS is responsible for ensuring that expected outputs completed by the consultant(s) meet the requirements outlined in this Terms of Reference.

The consultant(s) shall report directly to the RDOS, who will administer the contract.

The total funding available for the Study will be determined by the RDOS; the MUNI contribution is \$80,000. Disbursements under contract(s) will be made by the RDOS.

The RDOS will provide MUNI staff with a copy of the selected consultant's proposal accepted as the basis of a contract for the study and/or a preliminary outline of the study and work plan before substantive work begins.

A draft report written by the consultant(s) will be provided to RDOS and MUNI staff for review and comment prior to the report being finalized.

Once the report is finalized, the RDOS will convey the findings to the Minister of Municipal Affairs. Depending on the results of the Study, and subsequent decisions by RDOS and the Province, further phases of an incorporation study may be considered.



March 24, 2021

Ref: 265397

Karla Kozakevich, Chair
Regional District of Okanagan-Similkameen
101 Martin St
Penticton BC V2A 5J9

Dear Chair Kozakevich:

Thank you for your letter regarding funding for an incorporation study in Electoral Area 'D' to look at assessing costs and benefits, combining a boundary analysis report for Area 'D' and community engagement initiative. Further to my letter of January 22, I am now ready to share my decision on the funding request.

A municipal incorporation study process is a major endeavor. Before embarking on an incorporation study, it is preferable to have concluded analysis and public engagement that:

1. identifies the most pressing service and governance issues,
2. explores community interests in incorporation, and
3. proposes a boundary for incorporation that optimizes for service delivery, representation, tax equity, and community vision.

After this groundwork it is reasonable for a typical study to require more than a year for process establishment, preliminary analysis, public examination and engagement. At the conclusion of an incorporation study, time is also needed to consider whether to proceed to a vote and then plan and administer a vote. If voters support the incorporation, at least six months is needed to secure Cabinet approval, establish a municipal administration, and plan and conduct an election for the inaugural council before an inaugural council meeting can be held on the incorporation date. The optimal timing for an incorporation vote either supports election of an inaugural council concurrently with the general local election or in the third year of the local election cycle.

In light of all this, there is not enough time to complete an incorporation study process before the general local election in October 2022. If Okanagan Falls is to proceed with exploring municipal incorporation, it is my view that it should not be rushed, and we should have a clear expectation that if the community pursues a full incorporation process, it would not reach a conclusion until well into the next local term of office.

.../2

The governance and services study conducted in 2016-17 touched on issues across a much broader area, while interests in incorporation and boundary analysis were out of scope and therefore unaddressed. At this time, I am prepared to provide the Regional District of Okanagan-Similkameen (RDOS) with funding to undertake an analysis of services, with public engagement in Area 'D' communities on services and opinions on incorporation, as well as discussing potential boundary configurations in Electoral Area 'D'.

I am pleased to make a commitment of \$80,000 to the RDOS for this work, which would be a first phase in the restructure study process. The outcome of this work would be a recommended municipal boundary and inform a potential request to proceed with an incorporation study after the next general election. A decision on proceeding to a study that examines the detailed implications of incorporation would need to be made at that time.

The Ministry of Municipal Affairs will follow up with the RDOS regarding the terms and conditions of this grant and the transfer of funds. David Van Ommen, Senior Planning Analyst, Governance and Structure Branch, Local Government Division, is the lead for this project and can be reached by telephone at: 778 698-3214, or by email at: David.VanOmmen@gov.bc.ca.

Thank you again for writing.

Sincerely,



Josie Osborne
Minister

pc: Marijke Edmondson, Director, Governance Structures, Governance and Structure Branch
David Van Ommen, Senior Planning Analyst, Governance and Structure Branch



*Southern Interior Local
Government Association*

2021 SILGA COMMUNITY EXCELLENCE AWARD WINNERS NEWS RELEASE

The SILGA Board of Directors are pleased to announce the following winners of the 2021 SILGA Community Excellence Awards in the following categories:

Social Responsibility

**Town of Oliver
Salmon Sculpture**

**Honourable Mention
Regional District of Central Okanagan
Regional Planning Lab**

Environmental Sustainability

**City of Salmon Arm
Renewable Energy Heritage Building**

**Honourable Mention
City of Vernon
2021 Climate Action Plan**

Economic Development

**City of Revelstoke
Revy Open for Business Facebook Page**

**Honourable Mention
District of Lillooet
Thact**

The award ceremonies will happen during the SILGA AGM on April 28th. To view these submissions please go to the SILGA website at <https://www.silga.ca/convention/excellence/>.

The SILGA board would like to thank all the local governments that submitted nominations; as in the past, the quality of the submissions this year made their selections difficult to make. Congratulations winners!



119 Ponderosa Ave. PO Box 107, Kaleden, BC V0H 1K0
P 250-497-5407 F 250-497-5407 Email: k.i.d@shaw.ca

April 14, 2021

Regional District of Okanagan Similkameen
Att'n: JoAnn Peachey, Planner 1
101 Martin St.
Penticton, BC
V2A 5J9

**Re: Development Variance Permit (DVP) Application No. I2020.013-DVP
126 Sumac Ave., (Lot B, Plan 40421, DL 105s SDYD)**

Dear Ms. Peachey,

We are writing in response to your letter to our office regarding the above noted development variance permit application for 126 Sumac Ave. The District has a concern regarding the water shut-off for the property. Currently, the District domestic valve is inside the property's fencing, which seems to be outside of the property boundary and infringes onto the road right of way. We would request that this retaining wall be constructed on the actual property line. If re-location or replacement of the domestic service is required, it would be at the homeowner's expense. Please have the home owner contact our office for further information prior to any excavation or installation of the retaining wall.

Yours truly,
KALEDEN IRRIGATION DISTRICT

A handwritten signature in black ink, appearing to read "Mike Snair", is written over the typed name.

Mike Snair
Operations Manager
MS/ceh

ADMINISTRATIVE REPORT

TO: Protective Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: April 15, 2021

RE: Q1 2021 Activity Report – For information Only

Emergency Management, Policing, E-911, Fire Dispatch, FireSmart

Activities Completed in Q1 2021:

- Presented at the Emergency Management British Columbia (EMBC) Justice Institute of British Columbia Community to Community Webinar Series. The presentation focused on the RDOS activation of the new online Evacuee Registration Assistance (ERA) used during the 2020 Christie Mountain Fire with 4,777 registrations.
- Completed a multi-jurisdictional Discussion based exercise focusing on governance, information management, coordination and integration.
- Attended the EMBC First Nations Collaboration Table with Emergency Program Coordinators and First Nations Groups from around the Interior.
- Continued work on on-site planning and water supply for the Naramata Satellite Fire Hall. An application for an industrial-use water licence was submitted and work was initiated on conceptual hall design.
- Commenced work on the expansion plans for the Okanagan Falls fire hall. This included a site meeting with Chief Dobransky & fire hall staff, RDOS staff and a design consultant. Work on concept designs for hall expansion is expected to start in Q2.
- Continued support of the Tulameen Fire Dept with their project to construct a satellite fire hall in Coalmont.
- Commenced discussions with the Apex Fire Brigade, for future land acquisition and fire hall development.

Emergency Operations Centre (EOC)

- The EOC remains open at a level-one to support the Provincial State of Emergency and Regional COVID-19 coordination and response, in-place since March 16, 2020.
- There have been no EOC activations, although there have been two incidents of note:
 - February 6 Landside in Olalla
 - March 28 McCuddy Creek Fire

- Initial planning for the opening of the Loose Bay Campground on May 1, 2021 including preparation of a proposal for Funding from the Ministry of Agriculture, COVID-19 mitigation protocol updates, and a revision to isolation plans.

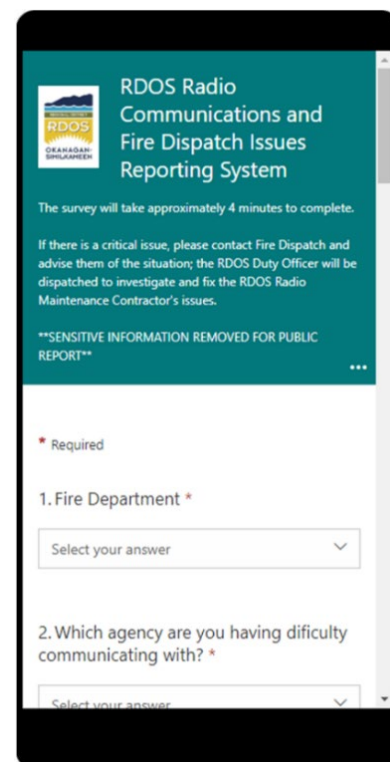
Regional Emergency Management Training

Date	Type of Training	# Total number of participants (RDOS Partners)
Multiple Dates	ESS ERA 1:1 Sessions	21(21)
February 16, 2021	EOC Leadership/ Management/ Liaison/ Section Chief Refresher	29 (14)
February 17, 2021	ESS ERA Back to Basics	5(5)
February 17, 2021	ESS Documentation Unit – During the Event	6(6)
February 18, 2021	EOC CAO, Board and EOC Director Refresher (Red Dragon Consulting)	33 (18)
February 23, 2021	EOC Logistics and Finance Refresher (Red Dragon Consulting)	24 (11)
February 25, 2021	EOC Operations and Planning Refresher (Red Dragon Consulting)	34(19)
March 10, 2021	ESS Documentation Unit – After the Event (Red Dragon Consulting)	19(19)
March 22, 2021	ESS Resource Acquisition	8(8)
March 24, 2021	EOC Exercise Incendiary and Hotwash (Red Dragon Consulting)	33(26)
Q1 – Jan to Mar 2021 Q1 Training Total		212(137)

Due to COVID-19, training has occurred virtually or in small groups.

E911 Radio System & Fire Dispatch

- Eleven radio system maintenance and dispatch issues were reported to the RDOS for follow-up in Q1 2021.
- Commenced construction of the Kaleden E9-1-1 Radio Tower project.
- Developed a new RDOS Radio Communications and Fire Dispatch Issues Reporting System (Figure 1).
- Started an E9-1-1 Two Way Radio Communications Assessment for Summerland and Willowbrook.
- Continued the review of the Regional Fire Dispatch service contract (ending December 2021).
- Participate in monthly Association of BC E9-1-1 Service Providers and the Tri-Services Working Group.



Emergency Support Services (ESS)

- Facilitated the monthly ESS Director Steering Committee meetings for Regional partners.
- Completed review of a Regional Reception Center Plan. Teams will exercise the changes during the Reception Center exercises in Q2.

- Filled the ESS Evacuee Volunteer role on the ESS Steering Committee – work will include development of an evacuee post disaster survey to hear from evacuees on their experiences to better inform changes within the Emergency Management Program.
- Attended to the Virtual Reception Center in Kamloops to understand process management in a virtual Emergency Reception Center.
- Coordinated a presentation with RCMP Victim Services to ensure continuity of care for evacuees. Local Victim Services will present to their local ESS teams over the next six months.
- Coordinated a presentation from Disaster Psychosocial and the Mobile Support Team from Health Emergency Management BC with the ESS Steering Committee.
- Connected with the Community Integration Specialists for a presentation to the April ESS Steering Committee – this will support evacuees who are difficult to shelter and require additional long-term support.

Q1 ESS Responses Supported by RDOS						
Date	Response Area	Reason	ESS Team	#Persons Supported	Online ESS Registration "ERA Tool"	ALERT Registrations "Animals"
January	Osoyoos	Fire	Osoyoos	5	In person/ERA	0
January	Osoyoos	Fire	Osoyoos	1	In person	0
January	PIB	Fire	RDOS	0	N/A	0
January	RDOS	Fire	RDOS	0	N/A	0
January	Penticton	Fire	Penticton	2	In person	0
January	Princeton	Fire	Princeton	1	In person	0
January	Princeton	Fire	Princeton	0	N/A	0
February	Osoyoos	Fire	Osoyoos	2	In Person	0
February	RDOS	Fire	Oliver	2	In Person	0
February	RDOS	Fire	RDOS	4	ERA	0
February	RDOS	Fire	RDOS	2	ERA	3
March	RDOS	RCMP request	Princeton	0	N/A	0

FireSmart and Wildfire Preparedness

- Continued work on FireSmart activities under the 2020 UBCM's CRI FireSmart Community Funding & Supports program.
- Supported the development of a FireSmart Development Permit Area (DPA) process for Electoral Area A in cooperation with RDOS Planning Department.
- Ongoing work on FireSmart community assessment for Olalla.
- Ongoing work to develop an RDOS FireSmart website.
- Facilitated regional FireSmart Interagency Cooperation meeting (South Okanagan-Similkameen Wildfire Prevention Advisory Group).

- Ongoing planning for the 2021 RDOS FireSmart CRI Community Funding & Supports Program (\$595,400).
- Completed application to the CRI 2021 FireSmart Economic Recovery Fund.

Grants

- Awarded and commenced work on the 2021 UBCM Community Resiliency Investment FireSmart Community Funding & Supports grant (\$595,400).
- Completed the Similkameen flood response and mapping projects through UBCM (CEPF) grant (\$138,957). A presentation for RDOS Board will be coordinated in Q2 2021.
- Continued work on the Park Rill, Horn Creek, Kerns Creek Flood Mapping and Report (CEPF) Grant (\$125,000)
- Continued work on the UBCM's CRI 2020 FireSmart Community Funding & Supports program (\$140,000)
- Continued work on UBCM (CEPF) EOC Tools and Training Grant (\$25,000)
- Continued work on the UBCM (CEPF) ESS Modernization and Training Grant – RDOS joint grant with: Town of Oliver, Osoyoos Indian Band, Town of Osoyoos, Village of Keremeos, and the Town of Princeton (\$133,470)
- Submitted and pending approval for the 2021 UBCM (CEPF) ESS Modernization and Training Grant (\$25,000)
- Submitted and pending approval for the 2021 UBCM (CEPF) EOC Tools and Training Grant – RDOS joint grant with the Village of Keremeos, Town of Oliver, Town of Osoyoos, Town of Princeton and the District of Summerland (\$133,800)

Emergency Management, Policing, E-911, Fire Dispatch, FireSmart Grant Financial Tracker	
Active Grant approved Funding (Current Projects)	Pending Grant Funding for 2021 (current)
\$1,017,827.00	\$158,800.00

Planned Activities for Q2 2021:

- Continue review of the Regional Fire Dispatch service contract renewal (December 2021)
- Complete the onboarding of a new Evacuee volunteer position posting to join the ESSD Steering Committee.
- Complete the Park Rill, Horn Creek, Kerns Creek Flood Mapping and Report project through UBCM (CEPF) grant.
- Continued work on the UBCM (CEPF) ESS and Training Grant.
- Continue to coordinate the 2021 Regional Emergency Preparedness training schedule to align with COVID-19 social distancing requirements and move learning to online and virtual platforms.
- Continue the Willowbrook & Summerland E-9-1-1 Two Way Radio Network assessment.
- Complete construction of the E911 Kaleden Radio Tower.

- Continued support of Loose Bay Campground, opening May 1, 2021.
- Continue working towards the development of the North Naramata satellite Fire Hall, Tulameen (Coalmont) satellite fire hall.
- Continue Emergency Management Training program (virtual sessions)
 - EOC Refresher
 - Reception Centre exercise
 - Group Lodging exercise
 - Liaison Officer training
 - Information Officer training
- Coordinate Pre-Freshet coordination meeting with Emergency Program Coordinators and stakeholder group.
- Continue Emergency Preparedness social media campaign and seasonal information releases.
- Develop a 2021 Agricultural Wildfire Preparedness Bulletin.
- Hold the 2021 Spring Agricultural Wildfire Information Exchange (virtual).
- Finalize FireSmart 2020 projects and reporting for UBCM's CRI 2020 FireSmart Community Funding & Supports program.
- Complete planning for the RDOS UBCM's CRI 2021 FireSmart Community Funding & Supports Program
- Initiate and complete the hiring and onboarding process for the FireSmart Coordinator position funded by the UBCM's CRI 2021 FireSmart Community Funding & Supports program.

Respectfully submitted:

Mark Woods

M. Woods, General Manager of Community Services