

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Thursday, August 5, 2021
RDOS Boardroom – 101 Martin Street, Penticton

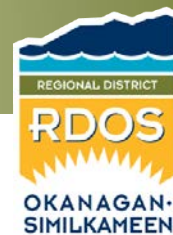
SCHEDULE OF MEETINGS

9:00 a.m.	-	10:00 a.m.	Corporate Services Committee
10:00 a.m.	-	10:30 a.m.	Protective Services Committee
10:30 a.m.	-	11:00 a.m.	Environment Committee
11:00 a.m.	-	11:15 a.m.	Break
11:15 a.m.	-	1:00 p.m.	RDOS Board of Directors

“Karla Kozakevich”

Karla Kozakevich
RDOS Board Chair

2021 Notice of Meetings			
August 19	RDOS Board	OSRHD Board	Committee Meetings
September 2	RDOS Board		Committee Meetings
September 23	RDOS Board	OSRHD Board	Committee Meetings
October 7	RDOS Board		Committee Meetings
October 21	RDOS Board	OSRHD Board	Committee Meetings
November 4	Board Inaugural	OSRHD Board Inaugural	



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Corporate Services Committee

Thursday, August 5, 2021

9:00 a.m.

AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Corporate Services Meeting of August 5, 2021 be adopted.

B. CivicReady and Transition to Voyent Alert – For Information Only

1. CivicReady Groups and Posts
 2. CivicReady Communications Plan
-

C. Information Systems Security Assessment – For Information Only

1. Security Assessment Overview
-

D. ADJOURNMENT

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 5, 2021

RE: RDOS Mass Notification System

Purpose:

To maintain consistent, efficient and reliable communication options with the public for routine and emergency notifications.

Business Plan Objective:

Improve the Customer Service Experience

Background:

The CivicReady mass notification system was implemented in 2018 as a means of communicating routine and emergency notifications to Regional District of Okanagan-Similkameen (RDOS) residents.

It has been identified that due to external issues with the provider, the current mass notification system used by the RDOS is no longer able to support its Canadian clients. With the existing contract set to expire November 2021, the RDOS is seeking to establish services through a Canadian-based mass notification system company.

RDOS staff have been in contact with a variety of vendors and have determined that Voyent Alert would be a suitable alternative to CivicReady. The Canadian company offers:

- Day to day and emergency notification options
- Multi channel message delivery (text, email, voice to landline, mobile app and social media)
- Advanced geofencing with nested zones (For example, capable of displaying maps with Evacuation Order and Evacuation Alert in one notice)
- Simple sign up process with option of marketing collateral including a QR code
- Sub-regional billing capabilities
- One-time data import of existing CivicReady users
- Experience in supporting Regional Districts (other clients include East Kootenay, Central Kootenay, Kootenay Boundary and Thompson Nicola, among others)

When comparing other vendors, Voyent Alert is the only one that could offer unlimited text, email and voice messages included in the quote price, while the comparable company required a fee of 0.04 cents per

message. A matrix of current CivicReady groups, number of users per group and posting frequency is included for reference as Appendix A.

Next Steps:

The RDOS will enter into an agreement with Voyent Alert and a Communication Plan has been prepared and is attached to this report as Appendix B.

It is anticipated that the transition will occur fully at the end of November, in conjunction with the expiration of the CivicReady contract, with little to no impact of existing users.

Respectfully submitted:

"Andrea Rendall"

A. Rendall, Administrative Assistant, Legislative Services

Endorsed by:

"Christy Malden"

C. Malden, Manager of Legislative Services

	Total Members	Created	First Post	Total Posts	Most Recent Post
Staff - PW Water and Sewer	14	September 9 2020	September 11 2020	5	September 23 2020
Missezula Lake Water System	81	January 3 2020	May 8 2020	9	July 22 2021
Agricultural Drought Communications	621	August 23 2019	April 28 2020	3	August 31 2020
RDOS Sr. Mgt Team (SMT)	12	May 21 2019	July 29 2019	23	August 27 2020
Agricultural Emergencies - Wildfires	195	May 2 2019	n/a	0	n/a
EPC and First Nations	20	April 15 2019	May 13 2019	27	August 27 2020
COP Drought Project - South	49	December 4 2018	May 14 2019	5	April 28 2020
COP Drought Project - North	61	December 4 2018	May 14 2019	5	April 28 2020
RegRec Test Group	5	August 1 2018	August 2 2018	5	August 27 2018
Regional Recreation C	275	July 4 2018	August 28 2018	24	July 8 2021
Regional Recreation D	942	June 14 2018	August 28 2018	35	July 8 2021
Regional Recreation E	274	June 14 2018	August 28 2018	28	July 8 2021
Regional Recreation F	237	June 14 2018	August 28 2018	35	July 8 2021
Regional Recreation G	133	June 14 2018	August 28 2018	26	July 8 2021
Regional Recreation I	292	June 14 2018	August 28 2018	33	July 8 2021
Community Events RDW	122	June 6 2018	March 13 2019	8	October 13 2020
Community Events A	331	June 6 2018	March 13 2019	6	November 27 2020
Community Events B	46	June 6 2018	March 13 2019	5	November 27 2020
Community Events C	262	June 6 2018	March 13 2019	7	November 27 2020
Community Events D	594	June 6 2018	February 7 2019	7	November 27 2020
Community Events E	239	June 6 2018	March 13 2019	6	July 9 2021
Community Events F	226	June 6 2018	January 24 2019	15	February 2 2021
Community Events G	126	June 6 2018	March 13 2019	5	November 27 2020
Community Events H	103	June 6 2018	March 13 2019	7	November 27 2020
Community Events I	234	June 6 2018	March 13 2019	12	March 10 2021
Curbside Garbage and Recycling Collection RDW	107	June 6 2018	March 22 2019	14	April 13 2021
Curbside Garbage and Recycling Collection A	279	June 6 2018	March 22 2019	11	June 25 2021
Curbside Garbage and Recycling Collection B	43	June 6 2018	March 22 2019	12	June 25 2021
Curbside Garbage and Recycling Collection C	235	June 6 2018	March 22 2019	11	June 25 2021
Curbside Garbage and Recycling Collection D	611	June 6 2018	March 22 2019	14	June 25 2021
Curbside Garbage and Recycling Collection E	247	June 6 2018	March 7 2019	13	July 9 2021
Curbside Garbage and Recycling Collection F	215	June 6 2018	March 7 2019	13	June 25 2021
Curbside Garbage and Recycling Collection G	113	June 6 2018	March 22 2019	14	June 25 2021

Curbside Garbage and Recycling Collection H	80	June 6 2018	December 3 2019	3	October 8 2020
Curbside Garbage and Recycling Collection I	226	June 6 2018	March 22 2019	16	June 25 2021
Heritage RDW	5	June 6 2018	n/a	0	n/a
Heritage A	3	June 6 2018	August 14 2020	1	September 14 2020
Heritage B	3	June 6 2018	n/a	0	n/a
Heritage C	3	June 6 2018	n/a	0	n/a
Heritage D	3	June 6 2018	n/a	0	n/a
Heritage E	4	June 6 2018	n/a	0	n/a
Heritage F	5	June 6 2018	n/a	0	n/a
Heritage G	2	June 6 2018	n/a	0	n/a
Heritage H	2	June 6 2018	n/a	0	n/a
Heritage I	2	June 6 2018	n/a	0	n/a
Land Use Changes: Applications RDW	109	June 6 2018	August 20 2019	2	October 8 2020
Land Use Changes: Applications A	266	June 6 2018	January 30 2020	16	November 16 2020
Land Use Changes: Applications B	37	June 6 2018	n/a	0	n/a
Land Use Changes: Applications C	207	June 6 2018	June 9 2020	21	December 1 2020
Land Use Changes: Applications D	507	June 6 2018	July 29 2019	21	June 3 2021
Land Use Changes: Applications E	229	June 6 2018	August 20 2019	25	September 22 2020
Land Use Changes: Applications F	193	June 6 2018	July 29 2019	21	July 27 2021
Land Use Changes: Applications G	102	June 6 2018	n/a	8	June 21 2021
Land Use Changes: Applications H	91	June 6 2018	July 29 2019	11	February 11 2021
Land Use Changes: Applications I	203	June 6 2018	July 29 2019	20	December 4 2020
Land Use Changes: Projects RDW	106	June 6 2018	December 17 2019	1	December 17 2019
Land Use Changes: Projects A	266	June 6 2018	December 17 2019	17	October 8 2020
Land Use Changes: Projects B	37	June 6 2018	n/a	0	n/a
Land Use Changes: Projects C	205	June 6 2018	July 9 2020	15	July 14 2020
Land Use Changes: Projects D	508	June 6 2018	June 9 2020	18	January 19 2021
Land Use Changes: Projects E	226	June 6 2018	June 9 2020	18	July 22 2021
Land Use Changes: Projects F	191	June 6 2018	June 9 2020	14	July 27 2021
Land Use Changes: Projects G	102	June 6 2018	n/a	9	June 21 2021
Land Use Changes: Projects H	90	June 6 2018	n/a	5	February 11 2021
Land Use Changes: Projects I	207	June 6 2018	June 9 2020	17	January 8 2021
Landfills and Recycling Info RDW	103	June 6 2018	April 4 2019	6	April 1 2021
Landfills and Recycling Info A	282	June 6 2018	March 27 2020	3	November 26 2020

Landfills and Recycling Info B	37	June 6 2018	November 25 2019	6	April 1 2021
Landfills and Recycling Info C	233	June 6 2018	November 25 2019	8	July 27 2021
Landfills and Recycling Info D	556	June 6 2018	April 4 2019	9	July 20 2021
Landfills and Recycling Info E	234	June 6 2018	April 4 2019	8	July 9 2021
Landfills and Recycling Info F	203	June 6 2018	April 4 2019	7	April 1 2021
Landfills and Recycling Info G	113	June 6 2018	November 25 2019	6	April 1 2021
Landfills and Recycling Info H	88	June 6 2018	March 27 2020	1	March 27 2020
Landfills and Recycling Info I	220	June 6 2018	November 25 2019	8	September 8 2020
Public Safety Notifications RDW	170	June 6 2018	March 24 2020	3	August 17 2020
Public Safety Notifications A	417	June 6 2018	March 24 2020	6	July 22 2021
Public Safety Notifications B	59	June 6 2018	March 24 2020	4	August 17 2020
Public Safety Notifications C	345	June 6 2018	March 24 2020	8	July 24 2021
Public Safety Notifications D	751	June 6 2018	March 24 2020	6	July 19 2021
Public Safety Notifications E	286	June 6 2018	March 24 2020	2	June 11 2020
Public Safety Notifications F	284	June 6 2018	March 24 2020	2	June 11 2020
Public Safety Notifications G	151	June 6 2018	March 24 2020	2	June 11 2020
Public Safety Notifications H	134	June 6 2018	March 24 2020	6	July 19 2021
Public Safety Notifications I	293	May 31 2018	March 24 2020	4	March 10 2021
Transit Route & Scheduling Notifications A	259	May 31 2018	August 14 2020	1	September 14 2020
Transit Route & Scheduling Notifications B	32	31-May-18	August 14 2020	0	n/a
Transit Route & Scheduling Notifications C	197	May 31 2018	August 14 2020	0	n/a
Transit Route & Scheduling Notifications D	488	May 31 2018	August 14 2020	0	n/a
Transit Route & Scheduling Notifications E	205	May 31 2018	August 14 2020	1	October 20 2020
Transit Route & Scheduling Notifications F	165	May 31 2018	May 19 2020	5	February 2 2021
Transit Route & Scheduling Notifications G	101	May 31 2018	August 14 2020	0	n/a
Transit Route & Scheduling Notifications H	74	May 31 2018	August 14 2020	0	n/a
Transit Route & Scheduling Notifications I	188	May 31 2018	August 14 2020	2	March 10 2021
Transit Route & Scheduling Notifications RDW	91	May 31 2018	September 2 2020	0	n/a
Emergency Notifications A	567	May 7 2018	May 18 2018	13	July 22 2021
Emergency Notifications B	97	May 7 2018	May 18 2018	15	July 21 2021
Emergency Notifications C	426	May 7 2018	May 18 2018	21	July 24 2021
Emergency Notifications D	961	May 7 2018	May 18 2018	28	July 21 2021
Emergency Notifications E	372	May 7 2018	May 18 2018	8	August 18 2020
Emergency Notifications F	468	May 7 2018	May 18 2018	18	August 18 2020

Emergency Notifications G	240	May 7 2018	May 18 2018	12	August 18 2020
Emergency Notifications H	204	May 7 2018	May 18 2018	20	July 23 2021
Emergency Notifications I	387	May 7 2018	May 18 2018	11	August 27 2020
Emergency Notifications RDW	263	May 7 2018	May 18 2018	43	July 15 2021
All Directors - Emergency Use Only	27	March 15 2018	March 15 2018	51	July 11 2021
All Staff - Emergency Use Only	68	March 15 2018	March 15 2018	3	March 19 2020
Sun Valley Water System	453	March 5 2018	August 8 2018	19	July 1 2021
Olalla Water System	104	March 5 2018	August 8 2018	6	July 1 2021
Faulder Water System	146	March 5 2018	August 8 2018	9	July 13 2021
Sage Mesa Water System	186	March 5 2018	August 8 2018	10	July 15 2021
West Bench Water System	299	March 5 2018	August 8 2018	5	July 1 2021
Naramata Water System	331	March 5 2018	August 8 2018	11	July 9 2021
Skaha Estates Sewer System	454	March 5 2018	August 14 2020	0	n/a
Okanagan Falls Waste Water Treatment Plant	489	March 5 2018	August 14 2020	0	n/a
Loose Bay Water System	156	March 5 2018	August 14 2020	0	n/a
Gallagher Lake Sewer	165	March 5 2018	August 14 2020	0	n/a
Gallagher Lake Water System	171	March 5 2018	May 14 2019	2	July 1 2021
Willowbrook Water System	207	March 5 2018	August 8 2018	22	July 19 2021
RDOS Fire Chiefs	11	January 30 2018	March 24 2020	1	March 24 2020

Current as of July 27 2021 at 4:40pm

RDOS Transition to Voyent Alert Communications Plan

Strategy

Engage and inform residents about the transition from CivicReady to Voyent Alert using the current mass notification system, RDOS website, printed publications and social media.

Public Elements:

- Registration Workshops: as public events allow
- Voyent Alert will launch in December 2021
- Board Meetings: Information report – August 8 2021

Public Notification:

- Ø RDOS Website
- Ø RDOS Regional Connections
- Ø RDOS Calendar
- Ø RDOS Facebook
- Ø Newspaper and Facebook Advertising
- Ø Notice Boards
- Ø CivicReady/Voyent Alert! Mass Notification System
- Ø Local media information release

Engagement Material:

- Information Releases: Service challenges, benefits to customers, transition plan, no cost, mobile app
- Marketing materials from Voyent Alert!
- Regional Reflections Editorial Content: Message from the Chair

Transition Timeline

- August – Voyent Alert! demonstration for staff
- September – update CivicReady webpages advising of upcoming transition, timelines for switch, what to do and how to unsubscribe
- October – Send out alerts on the old system (CivicReady) advising users of the change in service provider to Voyent Alert! and providing instructions on how to register new accounts. Include information about mobile app and updating account information.
- October – Training sessions to be scheduled
- November (week 1) – close all registration access to the CivicReady system and point to all appropriate to the Voyent Alert! registration page.
- November (week 2): After allowing a one week period for existing users to voluntarily re-register ICESoft will export the data set from Voyent Alert and remove any volunteer registrants from the proposed Client import list. This should reduce the size of the import list considerably and ensure the most up to date information is being imported.
- November (week 3): Voyent Alert! import process (5-7 business days)

- November (week 4): At the conclusion of the import, a notification will be sent to all imported users advising as to the change in service provider and providing instructions to:
 - a. How to unsubscribe if so desired, and
 - b. How to update their locational information to ensure more accurate notifications

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: 5 August 2021

RE: 2020 Ransomware Audit Report

Purpose:

To provide the Board a detailed report of the August 10, 2021 Cyber-attack.

Background:

This report will provide information about the 2020 Cyber-attack and provide information received from the Cyber Insurance response team, CFC Response.

Analysis:

On August 10th 2020 the Information Services Department (MIS) was made aware that many of our IT functions were unresponsive. MIS immediately started to troubleshoot what appeared to be a storage hardware failure affecting most of our virtualized server environment. As troubleshooting continued it became apparent that we had been involved in a cyber-attack of some kind. Protocol was implemented and all Internet connections at 101 Martin Street were disconnected at approximately at 11:00 am.

We engaged our Cyber Insurance Vendor (CFC) and proceeded under their expert guidance. CFC worked with MIS to recover affected services, collection of logs/information and complete a post assessment audit.

The attacker(s) did manage to affect approximately 60 percent of our workstations, 80 percent of our servers and 50 percent of our storage systems. Fortunately, due to a storage unit shut-down while the attacker(s) were attempting to compromise the unit, our systems were only partly affected. Once the storage unit crashed, all access for the attacker(s) was blocked.

The attacker(s) used a compromised test account and a vulnerability in the Remote Desktop Protocol Performance Port to gain access to the RDOS "Work from Remote" service. Once in the system the attacker(s) used known hacking methods to create an elevated account with administrative privileges.

This elevated account was used to run the ransomware PowerShell script against our systems and disrupt our endpoint protection services. The elevated account did not have access to our

payroll/financial systems. CFC confirmed no data had been uploaded off-site and the attacker(s) had faltered in execution of their attack.

Mitigation of the attack proceeded as if systems had been fully compromised, meaning all workstations were redeployed with clean hard drive images and servers restored from clean snapshot backups. This work happened between the Months of August 2020 to March 2021. During this time, the RDOS Information Services Department was able to implement a new Firewall/Network/Server infrastructure in addition to deploying additional protections for the “Work from Remote” service. These new protections are in line with the recommendations of the IT 2020 assessment and recommendations of the Cyber Insurance Reports.

We continue to explore and implement technologies that assist in protecting RDOS IT systems and will keep the Board informed as situations/opportunities arise.

Summary of Attack Incident

Info	Data	Notes
First sign of entry?	July 25 th , 2020	Initial recon
Date of attack	August 9 th , 2020	Running of ransomware attack script and creation of elevated account.
Type of Attack	Ransomware (<i>PowerShell based</i>)	Early beta of PYSA Ransomware.
Attacker(s) From	European Origin	
Input Vector	Compromised Test Account	Limited test user account with no access to sensitive information.
Ransom Paid	No	Attackers failed to fully execute payload as the storage system crashed before they could finish.
Recovery Time	3 months to Restore Primary Services. 7 months to complete CFC engagements.	Recommendation implementation is ongoing.
Cost	Cyber Insurance Deductible (\$15,000)	Other costs for recovery of services covered by cyber insurance.

Attached Reports:

- CFC Executive Summary Report

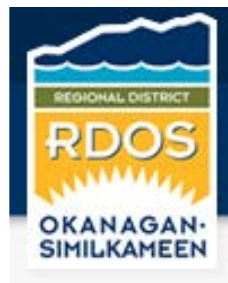
Respectfully submitted:



D. Francisco, Manager of Information Services



Security Assessment Overview



March 10, 2021

Prepared By: CFC Response
300 E Highland Mall Blvd, Austin, TX 78752

TABLE OF CONTENTS

EXECUTIVE SUMMARY.....	3
INTERNAL SYSTEMS ASSESSMENT.....	4
NETWORK SECURITY ASSESSMENT	5
PERIMETER SYSTEMS ASSESSMENT.....	6
COMPROMISE ASSESSMENT	7
ROADMAP	8

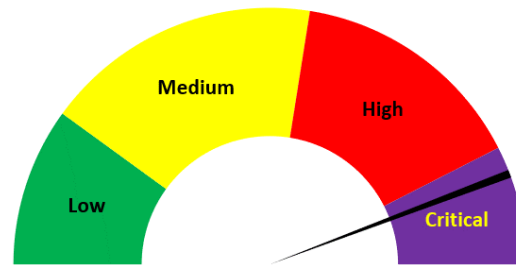
EXECUTIVE SUMMARY

The following is a high-level summary of findings and recommendations. These findings are based on the scope of the recent work performed for **Regional District Okanagan Similkameen**. The full scope is outlined in Appendix A of this report. CFC Response always recommends a full cybersecurity risk assessment for organizations wishing to get a full accounting of the current state of cybersecurity.

Additionally, CFC Response recommends that organization review the NIST Cybersecurity Framework as a potential framework for their organization to adopt. This voluntary Framework consists of standards, guidelines, and best practices to manage cybersecurity-related risk. The Cybersecurity Framework's prioritized, flexible, and cost-effective approach helps to promote the protection and resilience of critical infrastructure and other sectors important to the economy and national security. It is not only recognized nationally as one of the best frameworks available, but also quickly gaining popularity internationally.

Overall Risk Score:

Regional District Okanagan Similkameen's current Cybersecurity program places with a **Critical** risk of exposure. Key factors impacting environment's current security posture, as well as a roadmap to assist in maturing the program are contained in the sections below.



In today's current threat environment, it does not take much of an attack surface for a bad actor to completely derail the operations of a company the size of **Regional District Okanagan Similkameen**. Though cybersecurity insurance can cover the costs of a security incident, reputational losses amongst clients and employees can take a very long time to recover from. It is best to avoid these situations completely. If an incident does occur, an effective cybersecurity program will minimize the losses and business interruptions. There is no failproof plan, but the right plan can turn what was supposed to be a disaster into a minor hiccup.

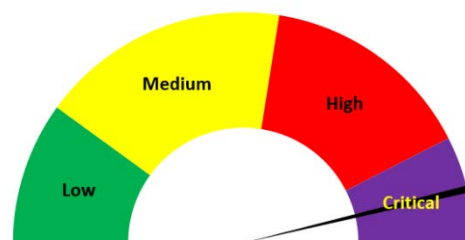
Contributing factors to **Regional District Okanagan Similkameen's** risk score:

- Unsupported versions of applications in the network.
- Unsupported Operating Systems in the network
- Lack of Security Information and Event Management solution
- Lack of a Vulnerability Management process
- Lack of Dark Web monitoring process
- Lack of Mobile Device Management
- Lack of a Security Awareness Training and Phish Testing
- Lack of Incident Response Plan Testing
- Stale Active Directory Objects

INTERNAL SYSTEMS ASSESSMENT

This assessment evaluates the effectiveness of vulnerability management within the internal network and currently presents a **Critical** risk to the organization.

A summary of the discovered internal vulnerabilities as well as recommendations to reduce this risk score have been provided below.



Critical

53

High

26

Medium

55

Low

8

Issue	Recommendation
Unsupported Operating Systems	Detected unsupported operating systems running on the network, upgrade all hosts using [REDACTED]
Unsupported Versions of Applications	Detected several unsupported versions of applications installed including [REDACTED] [REDACTED] Upgrade or replace immediately
Critical security patches missing on multiple endpoints	Implement a patch management solution to ensure critical security patches are being applied and schedule regular Internal Vulnerability assessments to audit
Third-party patches missing on multiple endpoints	Any third-party application not patched by Windows should be tracked and kept up to date regularly to avoid discovered vulnerabilities on older versions.

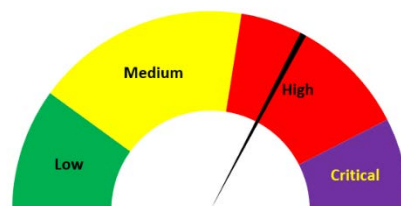
Notes:

- Focus immediate remediation efforts on endpoints utilizing unsupported operating systems and application platforms followed by targeted remediation of critical and high vulnerabilities.
- Review the Internal Vulnerability Assessment document for details, affected assets, and remediation recommendations on every vulnerability detected during this assessment.

NETWORK SECURITY ASSESSMENT

This assessment evaluates the effectiveness of system and user security controls within the environment and currently presents a **High** risk to the organization.

A summary of the discovered issues as well as recommendations to reduce this risk score have been provided below.



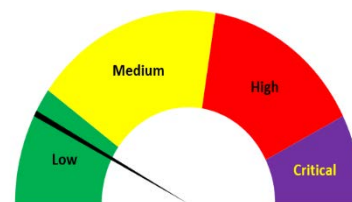
Issue	Recommendation
Operating Systems in Extended Support	Upgrade computers that have operating systems in Extended Support before end of life.
No Advanced Threat Hunting platform	Maintain CFC deployed centrally managed Advanced Threat Hunting platform to complement existing endpoint protection for true Defense in Depth
Lack of Security Awareness Training or Phish Testing	Ensure that users are enrolled in a formal Security Awareness Solution along with a regular cadence of phishing emails.
Lack of Incident Response Plan Testing	Ensure that current incident response plan is tested at least annually and evaluated to ensure completeness.
Lack of a Vulnerability Management process	Create a team/process that involves a systematic approach to detecting, assessing, testing, patching, and configuring
Lack of Dark Web Monitoring	Monitor the Dark Web for potential exposure.
Unsupported Operating Systems	Upgrade or replace computers with operating systems that are no longer supported.
Lack of Mobile Device Management solution	Implement a mobile device management solution to prevent exposure of sensitive data.
No central Log Aggregation/Correlation solution	Deploy a SIEM solution where critical logs can be aggregated, and analysis/reporting can be performed
Inactive Users and Computers in Active Directory	Audit Active Directory user objects with logins older than [REDACTED]
Inadequate Password Policy	[REDACTED] [REDACTED] [REDACTED].
No Account Lockout Policy	[REDACTED] [REDACTED].
Lack of Advanced DNS protection	Implement an Advanced DNS protections solution to defend against external and internal DNS based attacks.
Inactive Users and Computers in Active Directory	Audit Active Directory user objects with logins older than [REDACTED] on a regular cadence and remove stale records no longer needed.

Note: None

PERIMETER SYSTEMS ASSESSMENT

This assessment evaluates the effectiveness of managing vulnerabilities for publicly exposed services and systems and currently presents a **Low** risk to the organization.

A summary of the discovered perimeter vulnerabilities as well as recommendations to reduce this risk score have been provided below.

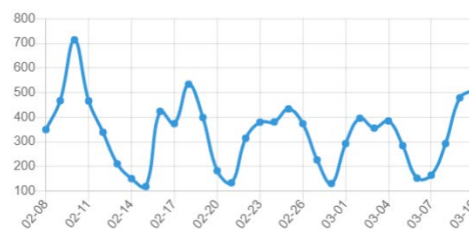


Note(s):

- Detected [REDACTED] It is recommended to disable these and begin using [REDACTED]
- Review the external vulnerability assessment for details and remediation recommendations for each vulnerability detected during this assessment.

COMPROMISE ASSESSMENT

During the assessment period, CFC Response closely monitored **261** workstations, and servers for any suspicious or malicious activity. Using industry leading detection and reputation algorithms **472,531** changes were analyzed to identify attacker footholds. Threat analysts manually reviewed **99** changes to provide additional scrutiny on potentially malicious footholds and to verify authenticity of installed software, this resulted **1** critical, **1** high, and **1** low incident. This defense-in-depth strategy continues to help reduce your risk to cybersecurity attacks that cause downtime and impact business operations.



Note(s):

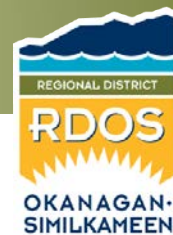
- Two active incidents involving the [REDACTED] zero-day vulnerability and a potentially unwanted program. Instructions for remediating are included in the Compromise Assessment.

ROADMAP

<p>Within 30 days</p>	<ul style="list-style-type: none"> • Begin planning migration path/decommission of systems with unsupported operating systems. • Begin planning migration path/decommission of unsupported versions of applications. • Begin applying missing patches and remediations for vulnerabilities in the environment • Active Directory Hygiene <ul style="list-style-type: none"> ○ Perform full audit of all user and system accounts ○ Implemented strengthened password policy ○ Implement process to periodically identify and remove stale Active Directory objects ○ Implement strengthened Account Lockout Policy • Implement advanced threat hunting solution
<p>30 to 60 days</p>	<ul style="list-style-type: none"> • Security Awareness Training Program <ul style="list-style-type: none"> ○ Implement recurring phish testing campaign ○ Implement annual security training • Continue applying missing patches and remediations for vulnerabilities in the environment • Begin upgrading or decommissioning unsupported versions of applications • Implement a Dark Web Monitoring Solution • Implement Incident Response Plan testing • Begin upgrading or decommissioning systems with unsupported operating systems
<p>60 to 90 days</p>	<ul style="list-style-type: none"> • Continue applying missing patches and remediations for vulnerabilities in the environment • Continue upgrading or decommissioning unsupported versions of applications • Continue upgrading or decommissioning systems with unsupported operating systems • Begin implementing a Vulnerability Management program • Implement a Security Information and Event Management (SIEM) solution • Establish oversight program (ISO / vISO) <ul style="list-style-type: none"> ○ Develop and report on KPI and KRIs monthly

Vulnerability Management is more than patching, i.e. running Windows Update once a month. It involves a systematic approach to detecting, assessing, testing, patching, and configuring to maintain a stronger posture. Vulnerability Management is defined as the process in which vulnerabilities in IT are identified and the risks of these vulnerabilities are evaluated. This evaluation leads to correcting the vulnerabilities and removing the risk or a formal risk acceptance by the management of an organization.

Implementing the changes outlined in this roadmap will significantly reduce **Regional District Okanagan Similkameen** Security Risk rating and provide them the tools and confidence to properly manage current and ever evolving vulnerabilities within their organization.



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Protective Services Committee

Thursday, August 5, 2021

10:00 a.m.

AGENDA

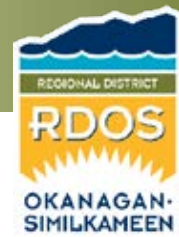
A. APPROVAL OF AGENDA

RECOMMENDATION 1

THAT the Agenda for the Protective Services Meeting of August 5, 2021 be adopted.

B. EMERGENCY OPERATION CENTRE REPORT – For Information Only

C. ADJOURNMENT



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Environment and Infrastructure Committee

Thursday, August 5, 2021
10:30 a.m.

AGENDA

- A. **APPROVAL OF AGENDA**
RECOMMENDATION 1
THAT the Agenda for the Environment and Infrastructure Committee Meeting of August 5, 2021 be adopted.
-
- B. **PROPOSED ENERGY PROGRAM – For Information Only**
a. Jeremy Dresner - Senior Energy Specialist
-
- C. **ADJOURNMENT**



Jeremy Dresner RDOS Senior Energy Specialist

Climate Action Workplan
2021 - 2023

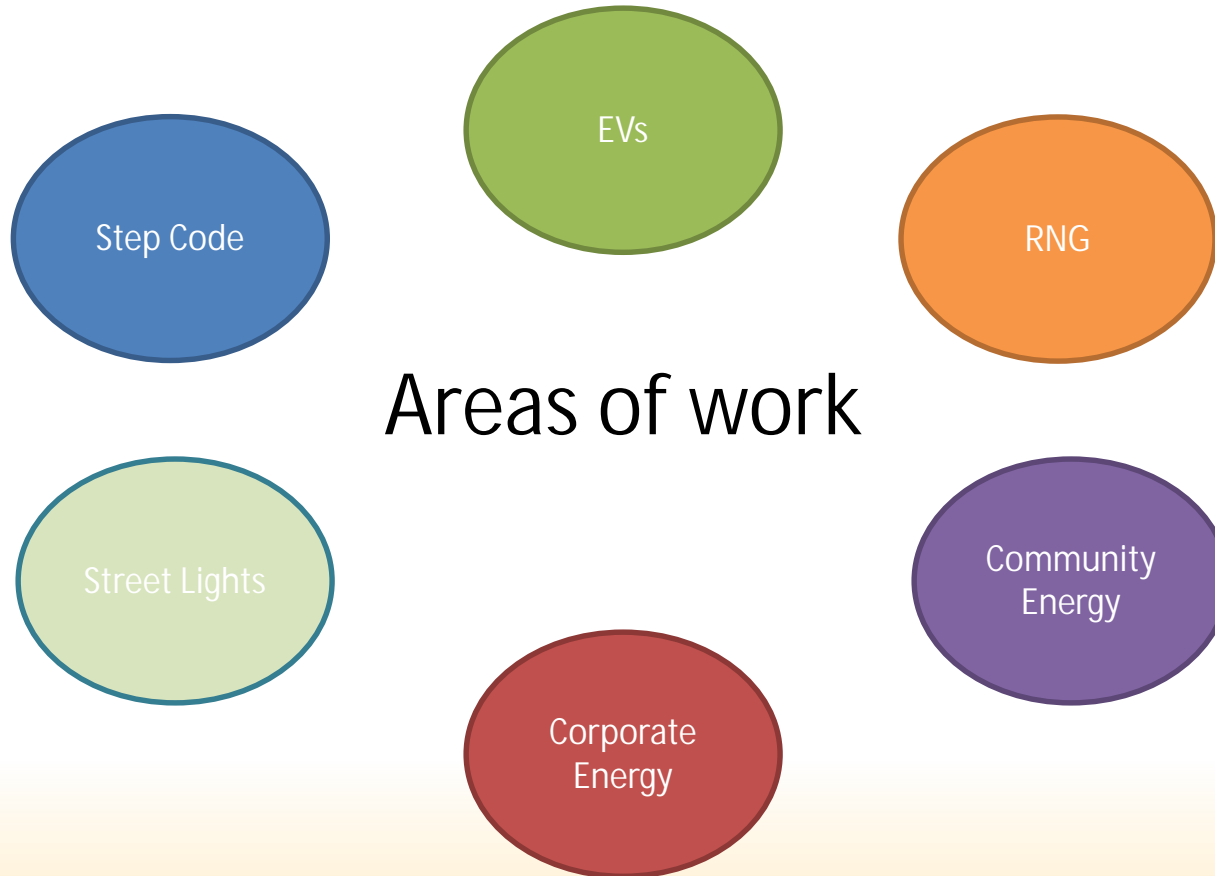
A Climate Action Partner

- Funded through FortisBC's Climate Action Partners program.
- The program is designed to provide a dedicated resource to assist in promoting and delivering low carbon energy solutions.

Aims of the position

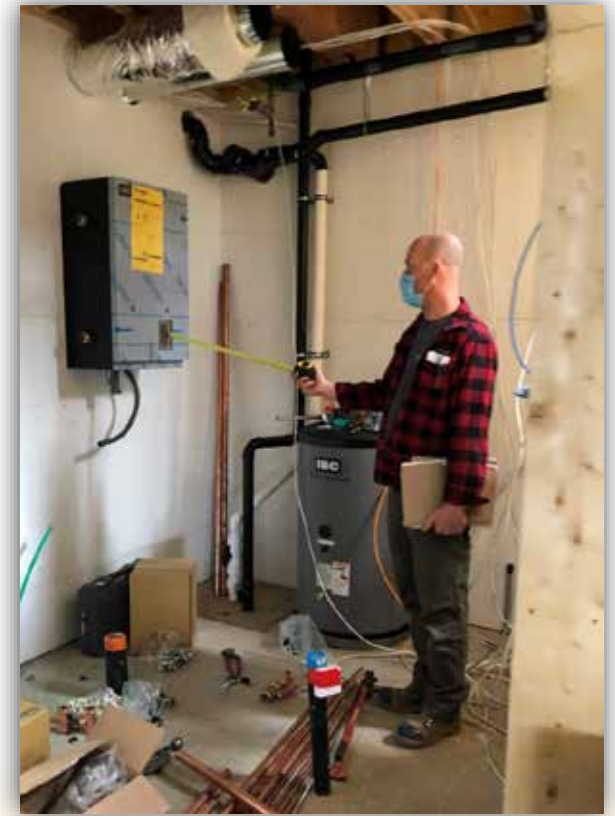
- The Senior Energy Specialist “supports the development of policies and programs that move the district towards a low carbon energy future.”
- Primary objectives - BC Energy Step Code Implementation Strategy, Community Energy Retrofit Strategy, Corporate Climate Action Plan, Low carbon transportation and Identifies opportunities for Renewable Natural Gas.


Corporate and Community Energy Program



- Consultation launched after board approval in March.
- September to be “Step Code awareness month” or “Steptember” with events planned across the Region for builder and trades engagement.
- Video filming underway for educational video for builders (FortisBC funded)

- Summary of engagement and draft board report – October
- Launch Video online September / October



- Analyse business cases for revenue from valuable organic waste, GHG reduction and RNG collection costs.
 - Review of co-production opportunities for hydrogen and BioChar
 - Co-producing with RDCO a report on Regional RNG supply quantities and business case for further development.
- 
- A decorative graphic at the bottom of the slide features a dark blue silhouette of a mountain range. Behind the mountains is a bright yellow sun with a jagged, triangular shape. The background of the bottom section is a light yellow gradient.

- Provide business case options for the Campbell Mountain Landfill facility upgrade.
- Highlighting GHG reductions.
- Technical solutions assessments and cost/revenue opportunities.



- 7 funded energy studies completed.
- 2 funded investment grade studies are underway at the Waste Water Treatment Plant (Okanagan Falls) and Oliver Recreation Centre.
- Total value = \$140,850 from FortisBC.

Next Steps:

- Corporate Climate Action Plan update by end of 2021
- 101 Martin Street Energy Plan
- Staff engagement event planned for November through Energy Wise Network - funded by BC Hydro and FortisBC
- Keremeos Recreation Centre – Install of lighting and other energy measures.

- Applying for PluginBC money for a total fleet review and site review for charging posts.
- Co-producing a video with Kelowna and RDCO on EV usage.
- Setting guidelines on fleet replacement scale (note 2035 deadline for non-EV vehicle sales).
- Review of siting for Corporate and Community EV charging locations and funding mechanisms.

- Review of options and funding for replacement streetlights with LEDs and FortisBC funding
- Studying the replacement of existing assets and funding in different service areas.



- Currently exploring available incentives.
- Aim for full project proposal November 2021.



- Increase community awareness of FortisBC C&EM programs with a focus on residential & commercial sectors.
- Creating opportunities for neighbourhood energy schemes, achieving economies of scale across the region e.g. for Insulation, Solar and Heat Pumps.
- Create a strategic Community Energy Plan by end of 2022.

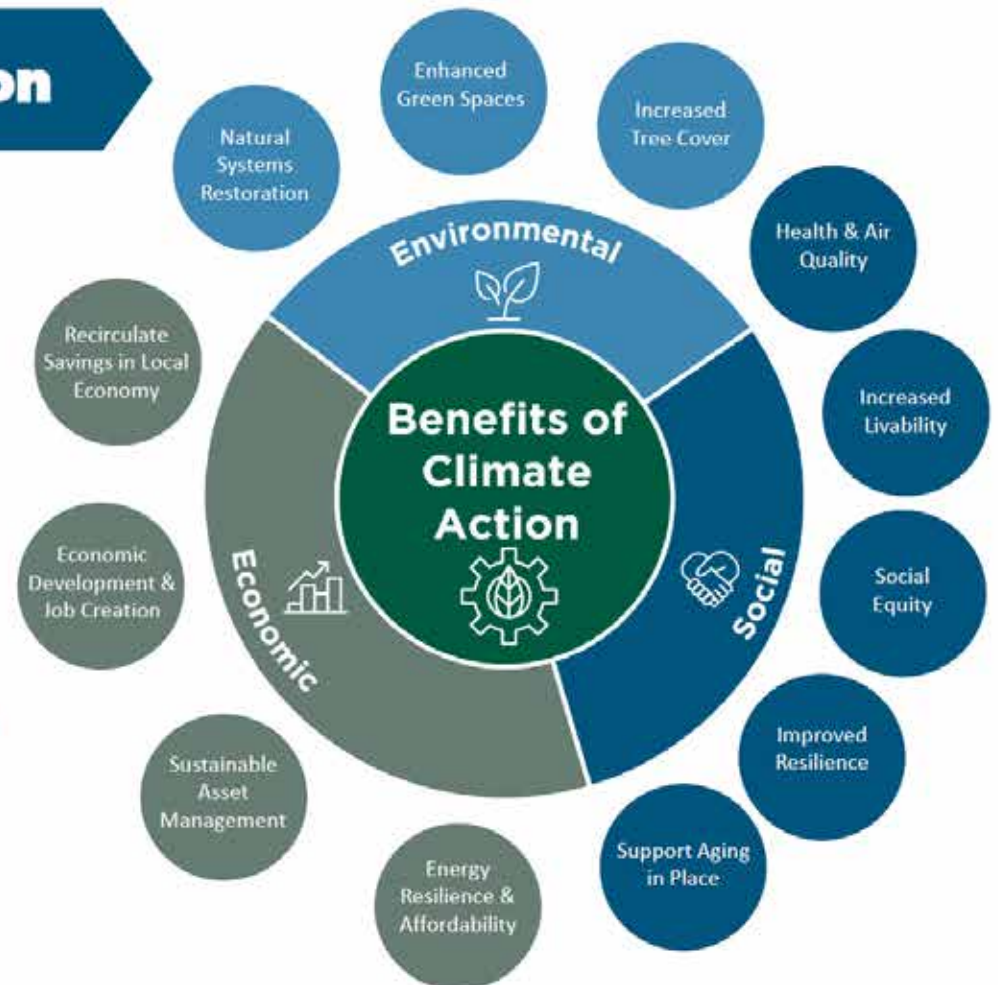
Benefits of Climate Action

Benefits of Climate Action

Benefits of having a plan:

- Legislative requirement for GHG targets
- Climate Action Charter
- Funding

Benefits of implementing





Critical work within the Region



In partnership with



Climate change will cause significant changes in the region. Based on these changes, there is a need to plan for more intense and hotter fires, increasing water shortages, more smoke days, and a greater likelihood of spring flooding. These changes will have serious consequences on ecosystems, communities, and the economy.

Climate Risks to the Region

VANCOUVER | News

Something we've never seen before: BC Wildfire Service reports 40 fires of note



Bhinder Sojan Multi-media journalist, CTV News Vancouver
@bhindersajan | [Contact](#)

Published Monday, July 26, 2021 8:21AM PDT
Last Updated Monday, July 26, 2021 4:36PM PDT



More help on the way as B.C. temperatures rise



NOW PLAYING

Firefighting resources are stretched thin across the province, but some help is on the way.

More help arriving to fight B.C. wildfires



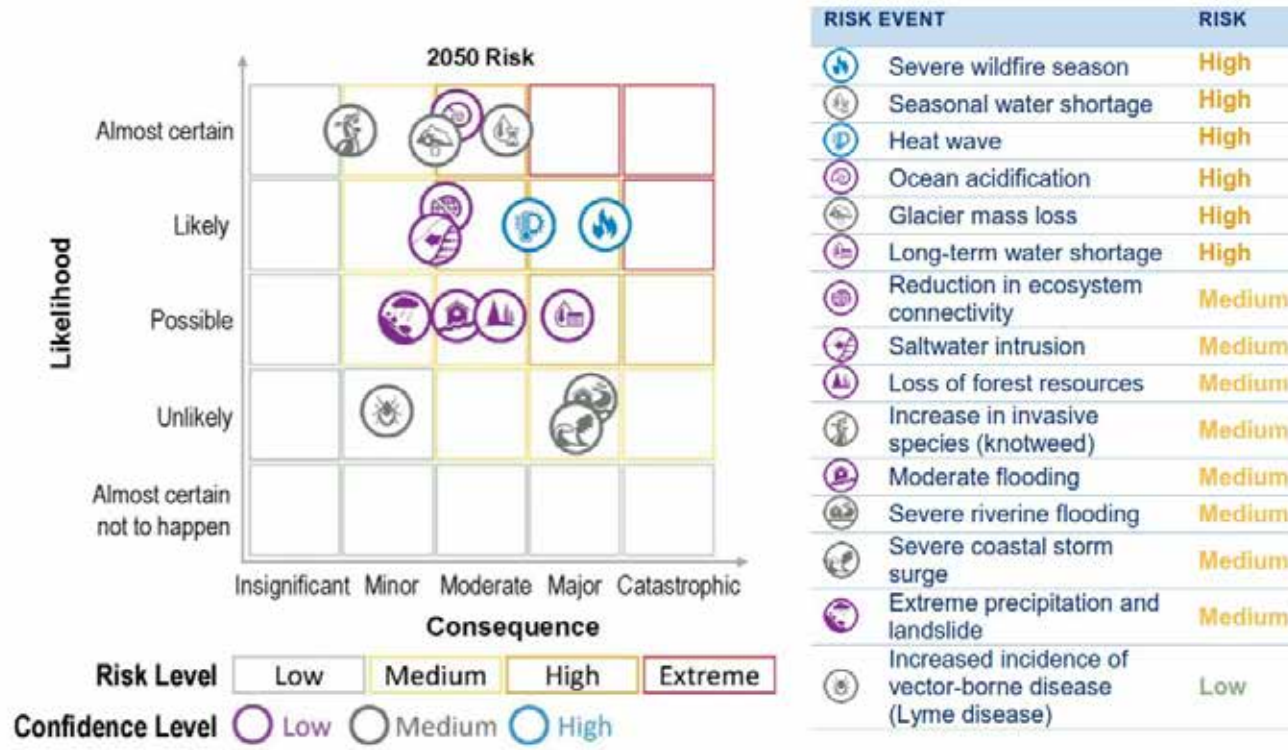
Winds that have been fanning flames have eased and more help is arriving to fight fires in B.C.

Summer heat not expected to break in B.C.



Environment Canada meteorologist Bobby Sekhon talks about how the stretch of warm weather in B.C. is expected to continue.

Climate Risks to the Region

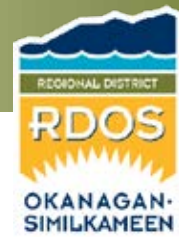




Corporate and Community Energy Program

Questions?

Jeremy Dresner
RDOS Senior Energy Specialist



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD of DIRECTORS MEETING**

Thursday, August 5, 2021
11:15 a.m.

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

THAT the Agenda for the RDOS Board Meeting of August 5, 2021 be adopted.

1. Consent Agenda – Corporate Issues

a. Electoral Area “A”, Advisory Planning Commission Appointment

THAT the Board of Directors appoint Roy Bainbridge as a member of the Electoral Area “A” Advisory Planning Commission until October 31, 2022.

b. Electoral Area “G” Official Community Plan Citizen’s Advisory Committee Resignations

THAT a letter be forwarded to Duncan Baynes and Andrew English, thanking them for their contribution to the Electoral Area “G” Official Community Plan (OCP) Project Citizen’s Advisory Committee.

c. Naramata Parks and Recreation Commission – June 28, 2021

THAT the Minutes of the June 28, 2021 Naramata Parks and Recreation Commission be received.

d. Okanagan Falls Parks and Recreation Commission – July 8, 2021

THAT the Minutes of the July 8, 2021 Okanagan Falls Parks and Recreation Commission be received.

e. Community Services Committee – July 22, 2021

THAT the Minutes of the July 22, 2021 Community Services Committee meeting be received.

f. Corporate Services Committee – July 22, 2021

THAT the Minutes of the July 22, 2021 Corporate Services Committee meeting be received.

g. Environment and Infrastructure Committee – July 22, 2021

THAT the Minutes of the July 22, 2021 Environment and Infrastructure Committee meeting be received.

h. Planning and Development Committee – July 22, 2021

THAT the Minutes of the July 22, 2021 Planning and Development Committee meeting be received.

THAT Bylaw No. 2931 Noise Regulation and Prohibition Bylaw be referred to the Electoral Area Advisory Planning Commissions (APC).

THAT Draft Section 9.0 - Sign Regulations be referred to the Electoral Area Advisory Planning Commissions (APC).

THAT the resolution passed by the Electoral Area "D" Advisory Planning Commission (APC) at the 13 April, 2021 meeting requesting a review of zoning regulations governing cannabis retail uses be referred to the 2022 Business Plan process for discussion.

THAT the recommendation from the Electoral Area "D" Advisory Planning Commission (APC) at its April 13, 2021 meeting requesting a review of zoning regulations governing vacation rental uses be respectfully denied.

i. Protective Services Committee – July 22, 2021

THAT the Minutes of the July 22, 2021 Protective Services Committee meeting be received.

j. RDOS Regular Board Meeting – July 22, 2021

THAT the minutes of the July 22, 2021 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

THAT the Consent Agenda – Corporate Issues be adopted.

B. DEVELOPMENT SERVICES – Rural Land Use Matters**1. Park Land Dedication Proposal – Electoral Area "D"**

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

THAT the request to waive the Parkland Dedication requirement related to the subdivision of part of the parcel at 850 Railway Lane in Okanagan Falls legally described as Lots 1 & 2, Plan KAS2687, District Lot 2883S, SDYD, be denied.

2. **Liquor and Cannabis Regulation Branch Referral – Electoral Area “D” Cannabis Retail Store**
- a. Public Hearing Report – June 22, 2021
 - b. Responses Received

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)
THAT the public hearing report be received.

RECOMMENDATION 5 (Unweighted Corporate Vote – Simple Majority)
THAT the Regional District, in accordance with Section 33(1) of the *Cannabis Control and Licencing Act*, support an application from ERBN Green Cannabis Company Inc. for a proposed non-medical retail cannabis location at 936-946 Main Street, Okanagan Falls (Lot 15, Block 17, Plan KAP4, District Lot 374, SDYD) licence with operating hours from 9:00 am to 11:00 pm seven days a week;

AND THAT the following comments be provided to the Liquor and Cannabis Regulation Branch:

- a) the subject property is located in the Okanagan Falls Town Centre Transition (C4) Zone and the use is permitted in this zone;
 - b) no significant negative impact on the community is anticipated if this application is approved;
 - c) the Regional District provided the following opportunities for residents to submit their views, in writing, on this Cannabis Retail Store licence application:
 - i) publication in the Penticton Western News on March 31, 2021 and April 7, 2021;
 - ii) publication in Castanet.net from March 30, 2021 to April 14, 2021;
 - iii) posting on the Regional District’s web site from March 26, 2021 and social media accounts on April 22, 2021;
 - iv) mailed notification to owners and tenants within 100 metres of the subject parcel on March 26, 2021;
 - v) placement of a notification sign on the subject property from March 15, 2021, until the Board considered the application on May 6, 2021;
 - vi) consideration by the Electoral Area “D” Advisory Planning Commission (APC) at its meeting of April 13, 2021; and
 - vii) an electronic public hearing held on June 22, 2021.
 - d) The views of residents were considered by the RDOS Board at its meetings of May 6, 2021 and August 5, 2021.
-

3. **Manufactured Home Park (MHP) Redevelopment Policy Review; and Update of Hillside/Steep Slope Development Permit Area Policy Review**
- a. Manufactured Home Park (MHP) Redevelopment Policy
 - b. Update of Hillside/Steep Slope Development Permit Area Policy

RECOMMENDATION 6 (Unweighted Corporate Vote – Simple Majority)
THAT Policy No. P6930-00.01, being the “Manufactured Home Park Redevelopment Policy”, be rescinded;

RECOMMENDATION 7 (Unweighted Corporate Vote – Simple Majority)
THAT the “Hillside / Steep Slope Development Permit Area Policy” be rescinded.

C. COMMUNITY SERVICES

1. **Bylaw No. 2941, 2021 – Area “D” Community Works (Gas Tax) Reserve Expenditure Bylaw**
 - a. Bylaw No. 2941

RECOMMENDATION 8 (Weighted Corporate Vote – 2/3 Majority)

THAT reserve expenditure Bylaw No.2941, 2021, being a bylaw to authorize an expenditure of \$156,000 from the Electoral Area “D” Community Works Reserve to fund the replacement of the Tennis/Pickle Ball Court in Okanagan Falls (\$52,000), and complete work at Garnet Family Park (\$104,000) be given first, second, & third readings and be adopted.

D. LEGISLATIVE SERVICES

1. **Bylaw No. 2789.01 Board Procedure Amendment Bylaw**
 - a. Bylaw No. 2789.01

RECOMMENDATION 9 (Unweighted Corporate Vote – 2/3 Majority)

THAT Bylaw No. 2789.01, being a bylaw to amend the Board Procedure Bylaw, be read a first, second and third time and be adopted.

2. **Oliver and District Area Loan Authorization Bylaw No. 2844, 2019**
 - a. Bylaw No. 2942
 - b. Bylaw No. 2844
 - c. Oliver Arena Society Resolution
 - d. Elector Response Form
 - e. Notice of Alternate Approval Process

RECOMMENDATION 10 (Weighted Corporate Vote – Majority)

THAT Bylaw No. 2942, Oliver and District Arena Conversion and Service Establishment Bylaw, be read a first, second and third time; and,

THAT third reading of Oliver and District Arena Loan Authorization Bylaw No. 2844, 2019 be rescinded to amend the amount to be borrowed from \$900,000 to \$2,600,000; and,

THAT third reading of Oliver and District Arena Loan Authorization Bylaw No. 2844, 2019 be re-read a third time as amended and forwarded to the Inspector of Municipalities for approval; and,

THAT upon approval by the Inspector of Municipalities, participating area approval for the adoption of Oliver and District Arena Loan Authorization Bylaw No. 2844 be obtained from the electorate within the Oliver and District Arena service area through an alternative approval process in accordance with the Local Government Act;

THAT the deadline for submitting elector response forms in relation to Bylaw No. 2844 to the Manager of Legislative Services is no later than 4:30 p.m. on Monday October 25, 2021;

THAT the elector response form attached to the report dated August 5, 2021 be the approved form for Bylaw No. 2844 alternative approval process;

THAT the total number of eligible electors to which the alternative approval process applies is 7541;

THAT the number of elector responses required to prevent the bylaw from proceeding without a referendum is 754.

3. Town of Oliver Boundary Adjustment

- a. Letter from Town of Oliver Boundary Adjustment to include 6450 Spartan Street

RECOMMENDATION 11 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors approve the proposed boundary adjustment proposal from the Town of Oliver, which would see the inclusion of 6450 Spartan Street into the Town of Oliver boundary and removed from Electoral Area "C".

E. CAO REPORTS

1. Verbal Update
-

F. OTHER BUSINESS

1. Chair's Report
-

2. Directors Motions

- a. Directors Motion to Establish Budget Parameters
-

3. Board Members Verbal Update
-

G. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 5, 2021
RE: Electoral Area "A" Advisory Planning Commission (APC) Appointment

Administrative Recommendation:

THAT the Board of Directors appoint Roy Bainbridge as a member of the Electoral Area "A" Advisory Planning Commission until October 31, 2022.

Purpose:

The purpose of this report is to seek the Board appointment of a member of the Area Planning Commission for Electoral Area "A".

Background:

The role of Area Planning Commission is to provide recommendations to the Regional District on all matters referred to it by the Regional District or by its Electoral Area Director respecting land use, the preparation and adoption of an official community plan or a proposed bylaw and permits under Divisions 2, 7, 9 and 11 of Part 26 of the *Local Government Act*.

Section 4 of Bylaw 2339 (Advisory Planning Commissions) provides for the appointment of members, requiring the Board, by resolution, to appoint members to each Commission on the recommendation of the respective Electoral Area Director.

At least two-thirds of the members of a Commission for an Electoral Area shall be residents of that electoral area. Commission appointments shall be made by the Board for terms which run concurrent with the Board term, and no term of appointment shall extend beyond the term of the Electoral Area Director unless re-appointed by the Board.

Analysis:

Mr. Bainbridge has submitted an application to sit on the APC for Electoral Area "A" and Director Monteith has recommended that this application be brought forward for appointment by the Board.

Respectfully submitted:

C. Malden, Manager of Legislative Services

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 5, 2021
RE: Electoral Area "G" Official Community Plan Citizen's Advisory Committee Resignations

Administrative Recommendation:

THAT a letter be forwarded to Duncan Baynes and Andrew English, thanking them for their contribution to the Electoral Area "G" Official Community Plan (OCP) Project Citizen's Advisory Committee.

Background:

At its meeting of January 21, 2021, the Regional District appointed members to serve on the Electoral Area "G" OCP Project Citizen's Advisory Committee. The Citizen's Advisory Committee has played a key role in the development process for the first OCP for Electoral Area "G" by collaborating with and providing local insight to the OCP project team.

Analysis:

On May 17, 2021 and June 11, 2021, the Regional District was notified by Mr. Duncan Baynes and Mr. Andrew English respectively, of their resignation from the Electoral Area "G" Official Community Plan Citizen's Advisory Committee.

Volunteers are critical to the success of the Regional District and the Board has historically acknowledged the significant contribution provided by volunteers, such as Mr. Duncan Baynes and Mr. Andrew English.

Respectfully submitted:

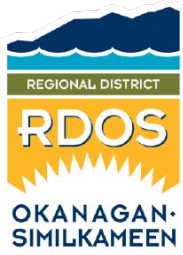
Nikita Kheterpal

Nikita Kheterpal, Planner I

Endorsed by:

CG

C. Garrish, Planning Manager

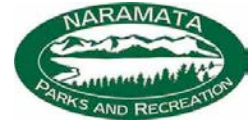


Minutes

Naramata Parks & Recreation Commission

Meeting of June 28, 2021, 6:30 p.m.

WebEx Virtual Meeting - Naramata, BC



- Present:** Karla Kozakevich, Director, Electoral Area “E”
- Members:** Dennis Smith (Chair), Nicole Verpaelst, Cynthia Enns, Adrienne Fedrigo, Tom Hoenisch, Richard Roskell
- Absent:** Ashley Selwood, Maureen Balcaen
- Staff:** Augusto Romero (Recreation Manager) lost connection at 6:46 pm
- Guests:** None
- Recording Secretary:** Heather Lemieux (Recording Secretary)
- Delegates:** Stephanie Prins left meeting at 6:52 p.m., Heather Romero left meeting at 6:52 p.m.

1. CALL TO ORDER

The meeting was called to order at 6:33 p.m. Quorum present.

ADOPTION OF AGENDA

Added 6.2 Naramata Farmers Market and 6.3 Spirit Park.

1.1 RECOMMENDATION

It was Moved and Seconded that the Agenda for the Naramata Parks & Recreation Meeting of June 28, 2021 be adopted as amended 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 May 24, 2021 be approved as presented.

CARRIED

3. CORRESPONDENCE / DELEGATIONS

- 3.1 Naramata Parent Advisory Council (PAC)** — H. Romero (PAC President) and S. Prins (PAC Treasurer) presented on the annual Recreation Grant. The PAC requests \$8,100 for 2022. Discussed what the 2021 grant money was used for. The PAC will submit a detailed report on expenditures.

4. RDOS STAFF REPORTS — A. Romero

- 4.1 Recreation Grants** — Discussed the funding process and future partnership structure. There will be no changes to the process for this year but the process will be reviewed in 2022.

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

- 5.1 Electric Charging Station** — Indigenous art will be incorporated with the charging station. Penticton Indian Band is being consulted on the design.
- 5.2 Creek Park** — Educational signage will be placed at the eastern section of recently acquired parkland in Creek Park. Discussed designs, benches, signs along Naramata Road and MOTi permits.

ACTION — K. Kozakevich to look into Naramata Road sign relocation.

6. COMMISSION MEMBER REPORTS

- 6.1 2022 Budget Process & Commission Survey Discussion** — The survey is now online, the RDOS will distribute a link to the public and commission members by the RDOS.
- 6.2 Naramata Farmers Market** — C. Enns reported that picnic tables are needed for the market location. J. Taylor will be contacted to move tables to the market area on market days.

Manitou Park — Inquiries have been received about the odours around the new Manitou septic system. The new drinking fountain has a water pressure problem. Inquiries have been received about the safety of the swim platform. The parking lot will be graded soon. Discussed Manitou irrigation deficiency.

ACTION — D. Smith to send M. Balcaen an email to follow up with J. Taylor about moving picnic tables for the market, and email the RDOS about the septic odour, swim platform, and water fountain.

- 6.3 Spirit Park** — A. Fedrigo applied for a grant in partnership with the Old Age Pensioners Society for a gazebo and pathway at Spirit Park. Discussed process to have plans printed for distribution.

6.4 KVR — Positive feedback has been received on the new trail surface between the Little Tunnel and Glenfir.

6.5 Communication — Discussed deficient RDOS staff reporting, using more contractors, and communication channels.

ACTION — K. Kozakevich to request that RDOS staff provide a written parks and recreation report to NPR Members.

7. BUSINESS ARISING

None

8. ADJOURNMENT

8.1 RECOMMENDATION

It was Moved and Seconded that the Naramata Parks & Recreation Meeting be adjourned at 7:36 p.m.

CARRIED

NEXT MEETING: July 26, 2021 at 6:30 p.m.

Location TBD



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



Recording Secretary, Heather Lemieux



Minutes

Okanagan Falls Parks & Recreation Commission

Webex Meeting of July 8, 2021

Okanagan Falls Community Centre, 1141 Cedar Street,
Okanagan Falls, BC



Present:

Members: Linda Finner, Chair, Barbara Shanks, Doug Lychak, Judy Garner; Phyllis Radchenko, Alf Hartviksen, JoAnne Kleb

Absent: Ron, Obirek, Shari Rowland, Jillian Johnston, Kelvin Hall, Matt Taylor

Recording Secretary: Linda Finner

Staff: None

Delegates: Janice Liebe

1. CALL TO ORDER

The meeting was called to order at 7:01 p.m.

Quorum Present

ADOPTION OF AGENDA

RECOMMENDATION

It was Moved and Seconded that the Agenda of July 8, 2021 be adopted.

CARRIED

2. APPROVAL OF PREVIOUS MEETING MINUTES

2.1 RECOMMENDATION

It was Moved and Seconded that the Minutes for the Okanagan Falls Parks and Recreation Commission meeting of June 10th and June 16, 2021 be approved.

CARRIED

3. CORRESPONDENCE / DELEGATIONS

3.1 Presentation by Janice Liebe of Trail of the Okanagans

- Notice of Support from the Commission in regards to the proposed trails continuous path through Electoral Area “D”.

4. RDOS STAFF REPORTS

- 4.1 None

5. COMMISSION MEMBER REPORTS

- 5.1 Treasurer Update

J. Garner updated members on questions presented at the June 16th meeting.

Action Item:

Suggestion of a strategic meeting to take place on August 12, 2021.

- 5.2 Off Leash / On Leash Keogan Park and Garnett Family Park / Heritage Hills

Recommendation of the sub-committee to have the dog signage remain at Keogan Park.

Recommendation of the sub-committee to post a sign of Dogs on Leash as this would be consistent with other park spaces.

- 5.3 Asters

J. Garner gave a brief update on what the Aster Committee has been working on but no actual report.

- 5.4 Waterfront Park

J. Garner advised that the Waterfront Park Committee should be able to bring a report to next meeting. D. Lychak gave a brief update on Garnett Family Park / Heritage Hills.

6. RDOS DIRECTOR’S REPORT

- 6.1 None

7. BUSINESS ARISING

- 7.1 L. Finner reminded Commission Members to send out the Area “D” Parks and Recreation Survey to all friends in their friends / email group in Electoral Area “D”.

8. ADJOURNMENT

RECOMMENDATION

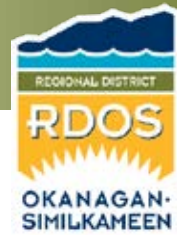
It was Moved and Seconded that the meeting be adjourned at 8:29 p.m.

CARRIED

NEXT MEETING – Thursday, August 12, 2021

Chair, Parks and Recreation Commission – Electoral Area “D”

Recording Secretary



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

Thursday, July 22, 2021
1:40 p.m.

MINUTES

MEMBERS PRESENT:

Chair M. Bauer, Village of Keremeos
Vice Chair S. Monteith, Electoral Area "I"
Director G. Bush, Electoral Area "B"
Director B. Coyne, Electoral Area "H"
Director S. Coyne, Town of Princeton
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 K. Kozakevich, Electoral Area "E"

Director S. McKortoff, Town of Osoyoos
Director M. Pendergraft, Electoral Area "A"
Director J. D'Andrea, Alt. Electoral Area "D"
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, Alt. City of Penticton
Director C. Watt, City of Penticton

MEMBERS ABSENT:

Director R. Obirek, Electoral Area "D"

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 Community Services Meeting of July 22, 2021 be adopted. - **CARRIED**

B. Q2 Activity Report

The Committee was advised of the activities of the second quarter of 2021 and the planned activities for the third quarter.

C. ADJOURNMENT

It was MOVED and SECONDED

THAT the meeting adjourn, - **CARRIED**

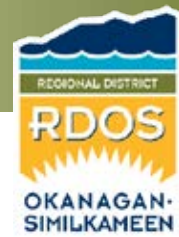
The meeting adjourned at 1:44 p.m.

APPROVED:

CERTIFIED CORRECT:

M. Bauer
Community Services Committee Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Corporate Services Committee

Thursday, July 22, 2021

9:01 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 J. D'Andrea, Alt. 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 C. Watt, City of Penticton

MEMBERS ABSENT:

Director R. Obirek, Electoral Area "D"

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 July 22, 2021 be adopted. - **CARRIED**

B. Social Media Workshop

1. Jan Enns Presentation

The Committee was led through a discussion of the benefits, pitfalls and best practices of use of social media platforms for local government officials.

C. Procedure Bylaw Amendment

1. Bylaw No. 2789.01

RECOMMENDATION 2

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

THAT Bylaw No. 2789.01, being a bylaw to amend the Board Procedure Bylaw, be read a first, second and third time and be adopted. - **CARRIED**

D. Board Remuneration Bylaw Amendment

1. Bylaw No. 2903, 2020
2. Bylaw No. 2903.01, 2021

RECOMMENDATION 3**It was MOVED and SECONDED**

THAT Bylaw No. 2903.01, 2021, being a bylaw to amend the Board Remuneration, Expense and Benefits Bylaw to facilitate electronic attendance at the same rate as in-person attendance, be read a first, second and third time and be adopted. - **CARRIED**

It was MOVED and SECONDED

THAT a review of the Board Remuneration, Expenses and Benefits Bylaw be initiated in 2021. - **CARRIED**

Opposed: Directors Monteith, Holmes, Watt, Robinson, Vassilaki, Bush

E. Q2 Activity Report

The Committee was advised of the activities of the second quarter of 2021 and the planned activities for the third quarter.

F. Q2 Variance Report

The Committee reviewed the financial position of the organization.

G. Q2 Corporate Business Plan Report

The Committee reviewed the Corporate Business Plan.

H. 2021 Risk Management Plan

1. Risk Management Registry

The Committee was provided an update on the RDOS Enterprise Risk Management Plan and the plans for mitigation of those high and moderate risks identified.

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

THAT the meeting adjourn. - **CARRIED**

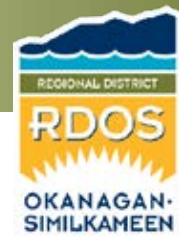
The meeting adjourned at 11:52 a.m.

APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Environment and Infrastructure Committee**

Thursday, July 22, 2021
1:45 p.m.

MINUTES

MEMBERS PRESENT:

Chair R. Gettens, Electoral Area "F"	Director S. Monteith, Electoral Area "I"
Vice Chair G. Bush, Electoral Area "B"	Director J. D'Andrea, Alt. Electoral Area "D"
Director M. Bauer, Village of Keremeos	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 D. Holmes, District of Summerland	Director J. Sentes, City of Penticton
Director M. Johansen, Town of Oliver	Director E. Trainer, District of Summerland
Director R. Knodel, Electoral Area "C"	Director J. Vassilaki, City of Penticton
Director K. Kozakevich, Electoral Area "E"	Director C. Watt, City of Penticton
Director S. McKortoff, Town of Osoyoos	

MEMBERS ABSENT:

Director R. Obirek, Electoral Area "D"

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 Environment and Infrastructure Committee Meeting of July 22, 2021 be adopted. - **CARRIED**

B. Q2 ACTIVITY REPORT

The Committee was advised of the activities of the second quarter of 2021 and the planned activities for the third quarter.

C. ADJOURNMENT

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

THAT the meeting adjourn. - **CARRIED**

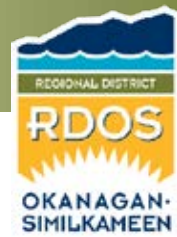
The meeting adjourned at 1:52 p.m.

APPROVED:

CERTIFIED CORRECT:

R. Gettens
Committee Chair

B. Newell
Corporate Officer



**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Planning and Development Committee**

Thursday, July 22, 2021
12:32p.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 J. D'Andrea, Alt. 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 C. Watt, City of Penticton
Director K. Kozakevich, Electoral Area "E"	

MEMBERS ABSENT:

Director R. Obirek, Electoral Area "D"

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 Planning and Development Committee Meeting of July 22, 2021 be adopted.
CARRIED

B. Q2 ACTIVITY REPORT

The Committee was advised of the activities of the second quarter of 2021 and the planned activities for the third quarter.

C. CONSOLIDATED NOISE BYLAW NO. 2931, 2021

1. Bylaw No. 2931, 2021
2. Bylaw No. 2931, 2021 with markup

RECOMMENDATION 2

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

THAT Bylaw No. 2931 Noise Regulation and Prohibition Bylaw be referred to the Electoral Area Advisory Planning Commissions (APC). - **CARRIED**

D. SIGNAGE REGULATIONS – For Information Only

1. Draft Section 9.0 - Signage Regulations

The Committee was provided an overview of the proposed revisions regarding the zoning regulations that govern the placement of commercial signs.

It was MOVED and SECONDED

THAT Draft Section 9.0 - Sign Regulations be referred to the Electoral Area Advisory Planning Commissions (APC). - **CARRIED**

E. REVIEW OF BOARD POLICIES – MANUFACTURED HOME PARK (MHP) REDEVELOPMENT

1. Manufactured Home Park Development Policy

RECOMMENDATION 3

It was MOVED and SECONDED

THAT Policy No. P6930-00.01, being the Manufactured Home Park Redevelopment Policy, be rescinded. **CARRIED**

F. POLICY REVIEW – UPDATE OF HILLSIDE/STEEP SLOPE DEVELOPMENT PERMIT AREA**RECOMMENDATION 4**

It was MOVED and SECONDED

THAT the Hillside / Steep Slope Development Permit Area Policy be rescinded. - **CARRIED**

G. CANNABIS RETAIL USES IN ELECTORAL AREA ZONING BYLAWS**RECOMMENDATION 5**

It was MOVED and SECONDED

THAT the resolution passed by the Electoral Area "D" Advisory Planning Commission (APC) at the 13 April, 2021 meeting requesting a review of zoning regulations governing cannabis retail uses be referred to the 2022 Business Plan process for discussion. - **CARRIED**

H. EXPANSION OF VACATION RENTAL USES IN THE ELECTORAL AREA ZONING BYLAWS**RECOMMENDATION 6**

It was MOVED and SECONDED

THAT the recommendation from the Electoral Area "D" Advisory Planning Commission (APC) at its April 13, 2021 meeting requesting a review of zoning regulations governing vacation rental uses be respectfully denied. – **CARRIED**

Opposed: Director D'Andrea

I. ADJOURNMENT

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

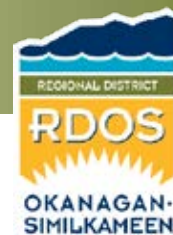
The meeting adjourned at 1:39 p.m.

APPROVED:

CERTIFIED CORRECT:

R. Knodel
Committee Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
Protective Services Committee

Thursday, July 22, 2021

1:52 p.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 J. D'Andrea, Alt. Electoral Area "D"
Director G. Bush, Electoral Area "B"	Director R. Knodel, Electoral Area "C"
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 K. Kozakevich, Electoral Area "E"	Director C. Watt, City of Penticton

MEMBERS ABSENT:

Director R. Obirek, Electoral Area "D"	Director M. Pendergraft, Electoral Area "A"
--	---

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 Protective Services Meeting of July 22, 2021 be adopted. - **CARRIED**

B. Q2 ACTIVITY REPORT

The Committee was advised of the activities of the second quarter of 2021 and the planned activities for the third quarter.

C. EMERGENCY OPERATION CENTRE REPORT

The Committee was provided an update on RDOS Emergency Operation Centre's activities in support of the wildfire suppression activities and evacuations in the Regional District.

D. ADJOURNMENT

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

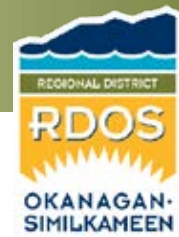
The meeting adjourned at 2:45 p.m.

APPROVED:

CERTIFIED CORRECT:

T. Roberts
Committee Chair

B. Newell
Corporate Officer



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN BOARD of DIRECTORS MEETING

Minutes of the Regular Meeting of the Regional District of Okanagan-Similkameen (RDOS) Board of Directors held at 4:00 p.m. on Thursday, July 22, 2021 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"	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 J. D'Andrea, Alt. Electoral Area "D"
Director G. Bush, Electoral Area "B"	Director T. Roberts, Electoral Area "G"
Director B. Coyne, Electoral Area "H"	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 C. Watt, City of Penticton
Director R. Knodel, Electoral Area "C"	

MEMBERS ABSENT:

Director R. Obirek, Electoral Area "D"	Director M. Pendergraft, Electoral Area "A"
Director K. Robinson, City of Penticton	

STAFF PRESENT:

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

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 July 22, 2021 be amended by:

- Moving Item A2e Development Variance Permit application to Item B5 and removing it from the Consent Agenda; and
- Adding Item G 1 Declaration of State of Local Emergency Approval; and,
- Adding Item H1 Passive Infrastructure Technology Update.

CARRIED

1. Consent Agenda – Corporate Issues

- a. Kaleden Parks and Recreation Commission – June 15, 2021
THAT the Minutes of the June 15, 2021 Kaleden Parks and Recreation Commission be received.
- b. Corporate Services Committee – July 8, 2021
THAT the Minutes of the July 8, 2021 Corporate Services Committee meeting be received.

THAT the June 17th motion to provide budgets with a -2, 0, 2 and 3 percent budgets and provide live format to allow Directors to visually see the impact to each Service, Electoral Area and member municipality be defeated.
- c. Planning and Development Committee – July 8, 2021
THAT the Minutes of the July 8, 2021 Planning and Development Committee meeting be received.
- d. RDOS Regular Board Meeting – July 8, 2021
THAT the minutes of the July 8, 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 – Electoral Area “C”

i. Permit

THAT Development Variance Permit No. C2021.019-DVP to allow for an expansion of an accessory structure at 337 Road 11 in Electoral Area “C” be approved.

b. Development Variance Permit Application – Electoral Area “F”

i. Permit

THAT Development Variance Permit No. F2021.031-DVP to allow for a new accessory building garage/workshop at 2636 Forsyth Drive in Electoral Area “F” be approved.

c. Development Variance Permit Application – Electoral Area “I”

i. Permit

THAT Development Variance Permit No. I2021.021 -DVP to authorize an existing oversized bathroom in the accessory building at 137 Taggart Crescent in Electoral Area “I” be approved.

d. Development Variance Permit Application – Electoral Area “I”

i. Permit

THAT Development Variance Permit No. I2021.023-DVP to build a retaining wall in the rear setback at 445 Eastview Road in Electoral Area “I” be approved.

e. Development Variance Permit Application – 2631 Nicola Avenue, Electoral Area “H”

i. Permit

This item was removed from the Consent agenda and moved to Item B5a.

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. Agricultural Land Commission Referral (Subdivision) – Electoral Area “A”

RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the application to the Agricultural Land Commission to permit a 2-lot subdivision on a parcel located at 8310 2nd Avenue in Electoral Area “A” (Lot 640, Plan KAP1950, District Lot 2450S, SDYD, Except Plan B3527 3705 5125 B7120, Manufactured Home Reg.# 34560) not be “authorized” to proceed.

It was MOVED and SECONDED

THAT this application be referred to the Area “A” Advisory Planning Commission for discussion.

CARRIED

2. **Renewal of Vacation Rental Temporary Use Permits (TUPs) – Public Consultation**

- a. Bylaw No. 2500.20

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2500.20, 2021, a bylaw to amend the Regional District of Okanagan-Similkameen Development Procedures Bylaw to remove the requirement for Vacation Rental renewals to be sent to APCs and hold Public Information Meetings, be adopted. - **CARRIED**

3. **Zoning Bylaw Amendment – Electoral Areas “A”, “C”, “D”, “E”, “F”, “G”, “H” & “I”**

- a. Bylaw No. 2932

RECOMMENDATION 6 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2932, 2021, a bylaw to amend the Secondary Suite and Accessory Dwelling Floor Area in all Regional District of Okanagan-Similkameen Zoning Bylaws, be adopted. - **CARRIED**

4. **OCP & Zoning Bylaw Amendments – Okanagan Falls Commercial Zone Review (Okanagan Falls Town Centre Plan- Phase 3)**

- a. Bylaw No. 2603.15
b. Bylaw No. 2455.38

RECOMMENDATION 7 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2603.15, 2021, a bylaw to amend the Electoral Area D Official Community Plan land use map and Form and Character Permit Areas map to implement the Okanagan Falls Town Centre Plan – Phase 3, be adopted;

AND THAT Bylaw 2455.38, 2021, a bylaw to amend the Electoral Area D Zoning Bylaw, be adopted.
CARRIED

5. **Development Variance Permit Application – Electoral Area “H”**

- i. Permit

It was MOVED and SECONDED

THAT Development Variance Permit No. H2021.024-DVP to allow for the development of an accessory structure at 2631 Nicola Avenue in Electoral Area “H” be approved.

That this application be referred to the Electoral Area “H” Advisory Planning Commission.
CARRIED

C. PUBLIC WORKS**1. Naramata Dams Geotechnical Investigation Award**

RECOMMENDATION 8 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the Regional District award the Contract for the Naramata Dams Geotechnical Investigation project to Interior Dams Inc. in the amount of \$118,184;

AND THAT a contingency in the amount of \$40,000 be approved;

AND THAT the expenditure of up to \$158,184 be approved from Naramata Water Systems Reserve Fund to complete the required geotechnical investigation for the Naramata Dams.

CARRIED

D. COMMUNITY SERVICES**1. Award of Similkameen Rail Trail**

a. Similkameen Rail Trail Map

RECOMMENDATION 9 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the Cawston portion of the “Similkameen Rail Trail” project be awarded to Solano Resources for up to \$154,335.00. - **CARRIED**

2. Active Transportation Infrastructure Grant

RECOMMENDATION 10 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Regional District submit an application to the B.C. Active Transportation Infrastructure Grant for \$699,631.63 towards the development of the ‘Similkameen Rail Trail’ by converting the existing rail right of way into a non-motorized multi-use trail to connect the communities of Keremeos and Cawston. - **CARRIED**

3. Mutual Aid Agreement

a. Mutual Aid Renewal Summary

b. Agreement

RECOMMENDATION 11 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the Regional District enter into the South Okanagan Similkameen Fire Mutual Aid Agreement. **CARRIED**

4. Keremeos/Hedley Automatic Aid Agreement

a. Agreement

RECOMMENDATION 12 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the Regional District enter into a Fire and Emergency Response Automatic Aid Agreement with the Hedley Improvement District to address staff shortages at the Hedley Fire Department.

CARRIED

E. FINANCE

1. Apex Fire Hall and Fire Truck – Long Term Borrowing Bylaw No. 2937, 2021

a. Bylaw No. 2937, 2021

RECOMMENDATION 13 (Weighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2937, 2021, being a bylaw of the Regional District of Okanagan Similkameen to borrow up to \$3,000,000 for the construction of a fire hall and purchase of a fire truck for the Apex Fire Department, be read a first, second, third time and adopted. - **CARRIED**

2. Electoral Area “E” Parkland Acquisition – Long Term Borrowing Bylaw No. 2936, 2021

a. Bylaw No. 2936, 2021

RECOMMENDATION 14 (Weighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2936, 2021, being a bylaw of the Regional District of Okanagan Similkameen to borrow up to \$900,000 for Parkland Acquisition in Electoral Area “E”, be read a first, second, third time and adopted. - **CARRIED**

F. LEGISLATIVE SERVICES

1. RDOS Elected Officials Compensation

a. Bylaw No. 2903

b. Bylaw No. 2903.01 Draft

RECOMMENDATION 15 (Weighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2903.01, 2021, being a bylaw to amend the Board Remuneration, Expense and Benefits Bylaw to facilitate electronic attendance at the same rate as in-person attendance, be read a first, second and third time and be adopted. - **CARRIED**

RECOMMENDATION 16 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT a review of the Board Remuneration, Expenses and Benefits Bylaw be initiated in 2021.

DEFEATED

Opposed: Directors Sentes, Bush, Monteith, Kozakevich, Gettens, Holmes, Johansen, Vassilaki, McKortoff, Roberts

2. South Okanagan Conservation Fund – for information only

The Board of Directors was advised that a 2019 grant from the South Okanagan Conservation Fund to Natures Trust has been returned due to higher than anticipated contributions from private sources for the intended project.

3. Bylaw No. 2935 Electoral Area “H” Community Facilities Capital Reserve Fund Expenditure

a. Bylaw No. 2935, 2021

RECOMMENDATION 17 (Weighted Corporate Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2935, 2021, being a bylaw to withdraw funds from the Electoral Area “H” Community Facilities Capital Reserve Fund for the purchase of a building, in partnership with the Town of Princeton, be read a first, second and third time and be adopted.

CARRIED

G. CAO REPORTS

Addendum 1. Declaration of State of Local Emergency Approval

It was MOVED and SECONDED

THAT the Declaration of a State of Local Emergency issued by the Chair Sunday, 11 July 2021 for Electoral Area “D” in response to the Thomas Creek Wildfire be ratified; and,

THAT the Declaration of a State of Local Emergency for Electoral Area “D” that expired July 18th be extended for a further seven days to July 25th; and,

THAT the Declaration of a State of Local Emergency for Electoral Area “D” set to expire July 25th be extended for a further seven days to August 1st; and,

THAT all declarations be submitted to the Minister of State for Emergency Preparedness for approval

THAT the Declaration of a State of Local Emergency issued by the Chair Wednesday, 14 July 2021 for Electoral Area “H” in response to the Brenda Creek Wildfire be ratified; and,

THAT the Declaration of a State of Local Emergency for Electoral Area “H” that expired July 21st be extended for a further seven days to July 28th; and,

THAT all declarations be submitted to the Minister of State for Emergency Preparedness for approval

THAT the Declaration of a State of Local Emergency issued by the Chair Monday, 19 July 2021 for Electoral Area “C” in response to the NK'Mip Creek wildfire be ratified; and,

THAT the Declaration of a State of Local Emergency for Electoral Area “C” set to expire July 26th be extended for a further seven days to August 2nd; and,

THAT all declarations be submitted to the Minister of State for Emergency Preparedness for approval

THAT the Declaration of a State of Local Emergency issued by the Chair Tuesday, 20 July 2021 for Electoral Area "A" in response to the NK'Mip Creek wildfire be ratified; and,

THAT the Declaration of a State of Local Emergency for Electoral Area "A" set to expire July 27th be extended for a further seven days to August 2nd; and,

THAT all declarations be submitted to the Minister of State for Emergency Preparedness for approval

CARRIED

2. Verbal update

H. OTHER BUSINESS

Addendum 1. Passive Infrastructure Technology Update – for information

2. Chair's Report

3. 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, Kozakevich (Alternate)*
- h. Southern Interior Municipal Employers Association – *Knodel, Kozakevich (Alternate)*
- i. Starling Control – *Bush, Knodel (Alternate)*
- j. Fire Chief Liaison Committee – *Pendergraft, Knodel, Monteith, Obirek, Roberts*
- k. Intergovernmental Indigenous Joint Council – *Kozakevich, Coyne, Roberts*

Director S. Coyne left the meeting at 4:58 p.m.

4. Directors Motions

Motion - Director Roberts

It was MOVED and SECONDED

WHEREAS the RDOS is challenged in funding, insuring and managing cost effective locally staffed fire-flood mitigation in, on or across Crown land jurisdictions,

THAT the Board therefore petition the Federal/Provincial Governments to allow a limited amount of Gas Tax per annum to be coupled with Canada Summer Jobs and or Student Work Grants to hire management and student work force to oversee and work on local fire/flood mitigation projects on or across Crown land jurisdiction.

DEFEATED

Opposed: Director Bauer, Kozakevich, Johansen, Watt, Sentes, B. Coyne, Vassilaki, D'Andrea, Knodel, McKortoff

5. Board Members Verbal Update

I. ADJOURNMENT

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

The meeting adjourned at 5:05 p.m.

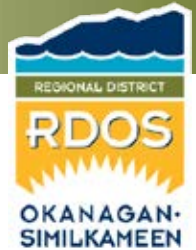
APPROVED:

CERTIFIED CORRECT:

K. Kozakevich
RDOS Board Chair

B. Newell
Corporate Officer

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 5, 2021
RE: Park Land Dedication Proposal – Electoral Area “D”

Administrative Recommendation:

THAT the request to waive the Parkland Dedication requirement related to the subdivision of part of the parcel at 850 Railway Lane in Okanagan Falls legally described as Lots 1 & 2, Plan KAS2687, District Lot 2883S, SDYD, be denied.

Purpose: To waive the requirements of s. 510 of the *Local Government Act* to provide park land dedication.

Civic: Legal: Lot 1 & 2, Plan KAS2687, DL 2883S, SDYD Folio: D-00999.800/.805

OCP: Town Centre (TC) Zone: Okanagan Falls Town Centre Site Specific (OFTCs) New parcels: 5

Purpose:

As part of a proposed 5-lot subdivision of the subject property, the property owner is requesting that the requirement to make a payment or land contribution to the Regional District in the amount that equals the market value of 5% of the land being subdivided be waived.

Site Context:

The subject property is approximately 3,343 m² in area and is situated on the north side of Highway 97 and surrounded by Skaha Lake to the west. It is understood that the parcel is comprised of mixed uses (Commercial at the base and Residential above).

The surrounding pattern of development is generally characterised by similar sized parcels zoned OFTC to the north and General Commercial (C1) to the east followed with parkland (Skaha Lake) to the east and Residential (across Hwy 97) to the south.

Statutory Requirements:

Under Section 510 (Requirement for provision of park land or payment for park purposes) of the *Local Government Act*, an owner of land that is being subdivided must, at the owner's option,

- a) *provide, without compensation, park land of an amount and in a location acceptable to the local government, or*
- b) *pay to the [local government] an amount that equals the market value of the land that may be required for park land purposes ...*

The amount of land that may be required or the amount that may be paid must not exceed 5% of the land being proposed for subdivision.

If a regional district does not provide a community parks service, the owner must provide land, however, if an official community plan (OCP) contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land or money [emphasis added].

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office in Kamloops on August 9, 2004.

Under the Electoral Area "D" Official Community Plan (OCP) Bylaw No. 2603, 2013, the subject property has been designated as Town Centre (TC) and is also within the Okanagan Falls Town Centre Development Permit Area designation (which is concerned with the "form and character" of building design).

Under the Electoral Area "D" Zoning Bylaw No. 2455, 2008, the property is currently zoned Okanagan Falls Town Centre Site Specific (OFTCs), which allows for apartment buildings as a permitted form of residential development.

At its meeting of April 1, 2021, the Regional District Board adopted Amendment Bylaw No. 2455.45, 2021, which introduced the site specific regulation to increase maximum density on this parcel from 100 units/ha to 159 units/ha to allow for the conversion of commercial spaces to five residential strata units.

Under Section 8.0 (Floodplain Regulations) of the Zoning Bylaw, the subject property is within the floodplain associated with Skaha Lake and has also been classified as "Residential" (Class 01) by BC Assessment.

Park Land Dedication Policies:

Under the Electoral Area "D" OCP Bylaw No. 2603, 2021, the Regional District Board "considers that park land proposals should provide a benefit for the community and those lands with no benefit to the community should not be accepted."

Further to this, when considering Park Land Dedication in the form of land, the following may be considered by the Board:

- a) *proximity to settlement areas, other parks & trails, and bodies of water;*
- b) *distance from environmental hazard areas;*
- c) *average slope should be 10% or less;*
- d) *adequate accessibility:*
 - i) *vehicular ingress and egress should meet or exceed Ministry of Transportation standards;*
 - ii) *in the case of trails and pedestrian-access only parks, there should be various linkages to and from the trail or park, with at least one linkage wide enough to allow for maintenance vehicle access;*
- e) *cultural or natural features of significance;*

-
- f) *potential for additional dedication of parkland from subdivision applications of surrounding parcels; and*
 - g) *potential for recreation (active park), conservation (passive park) or enhancement of public access.*

When Park Land Dedication is to be in the form of a payment, the applicant is required to commission a "Full Narrative Appraisal" to be completed by an accredited appraiser in order to determine the average fair market value of the land.

Application History:

On April 6, 2021, the Ministry of Transportation and Infrastructure (MoTI) referred a proposed 5-lot subdivision involving the subject property to the Regional District for comment regarding compliance with any applicable RDOS land use bylaws.

On April 15, 2021, the Regional District provided referral comments to the Ministry regarding compliance of the proposed subdivision with application of RDOS bylaws as well as the need for the applicant to provide Park Land Dedication in accordance with Section 510 of the *Local Government Act*.

At its meeting of June 10, 2021, the Electoral Area "D" Parks and Recreation Commission recommended that "the request of the property owner to waive the Parkland Dedication requirement related to the subdivision of the parcel legally described as Lots 1 & 2, Plan KAS2687, District Lot 2883S, SDYD, be denied."

Analysis:

Access to parkland is one of the critical components of creating a liveable community, and one of the main drivers for new parkland is new development because a growing population places an increased demand on local governments for more green space.

To meet a community's parkland needs, it is a statutory requirement that developers must dedicate five percent of their subdivided land (or provide an equivalent cash-in-lieu of dedication) for community parks.

While it is theoretically possible that a local government could waive this requirement by reducing the amount required from 5% to 0%, this has not been seen as progressive from a community development point of view, sacrificing quality of life for the monetary benefit of one developer.

Alternative:

1. THAT the Park Land Dedication related to the subdivision of the parcel legally described as Lots 1 & 2, Plan KAS2687, District Lot 2883S, SDYD, be waived.

Respectfully submitted:

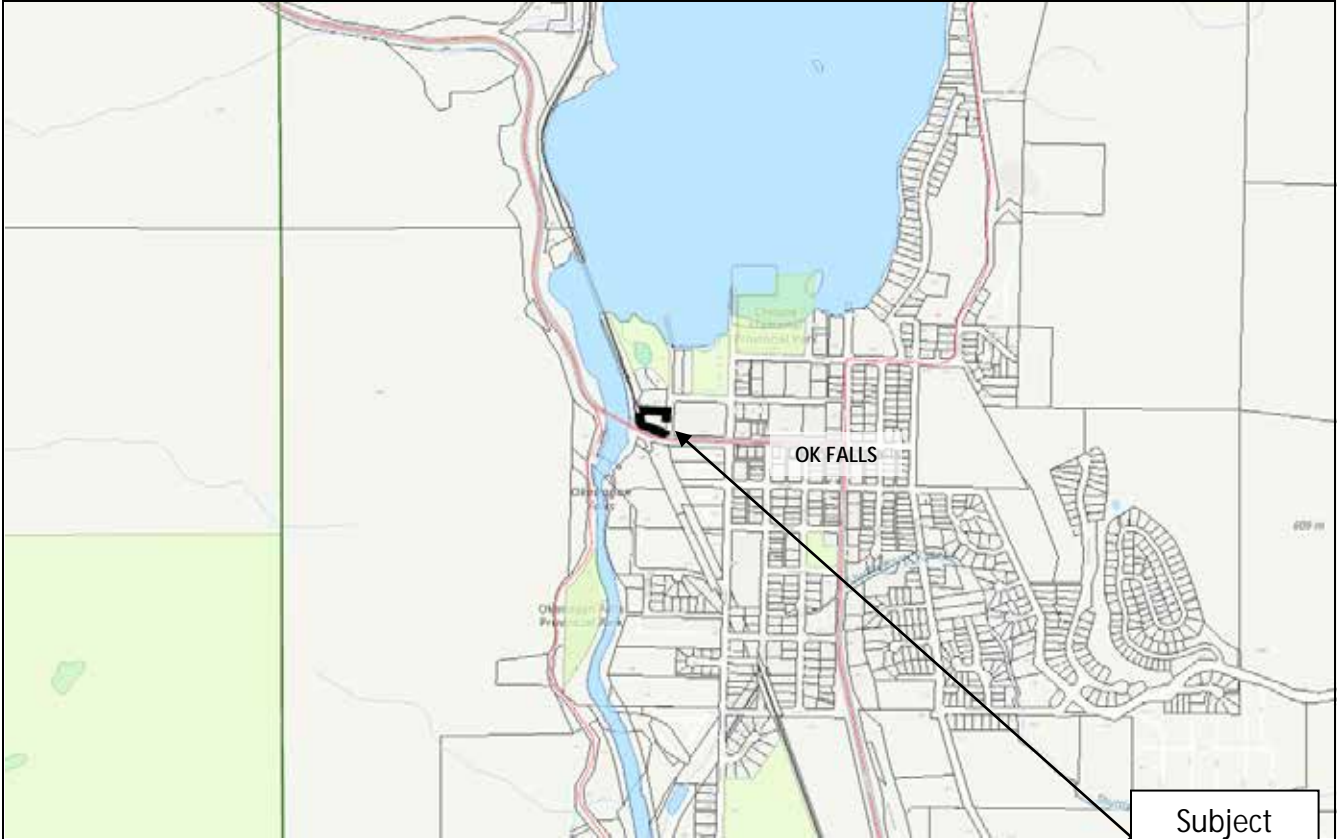


C. Garrish, Planning Manager

Attachments:

- No. 1 – Context Maps
- No. 2 – Applicant's Subdivision Plan
- No. 3 – Site Photos (Google Streetview)
- No. 4 – Applicant's Rationale

Attachment No. 1 – Context Maps

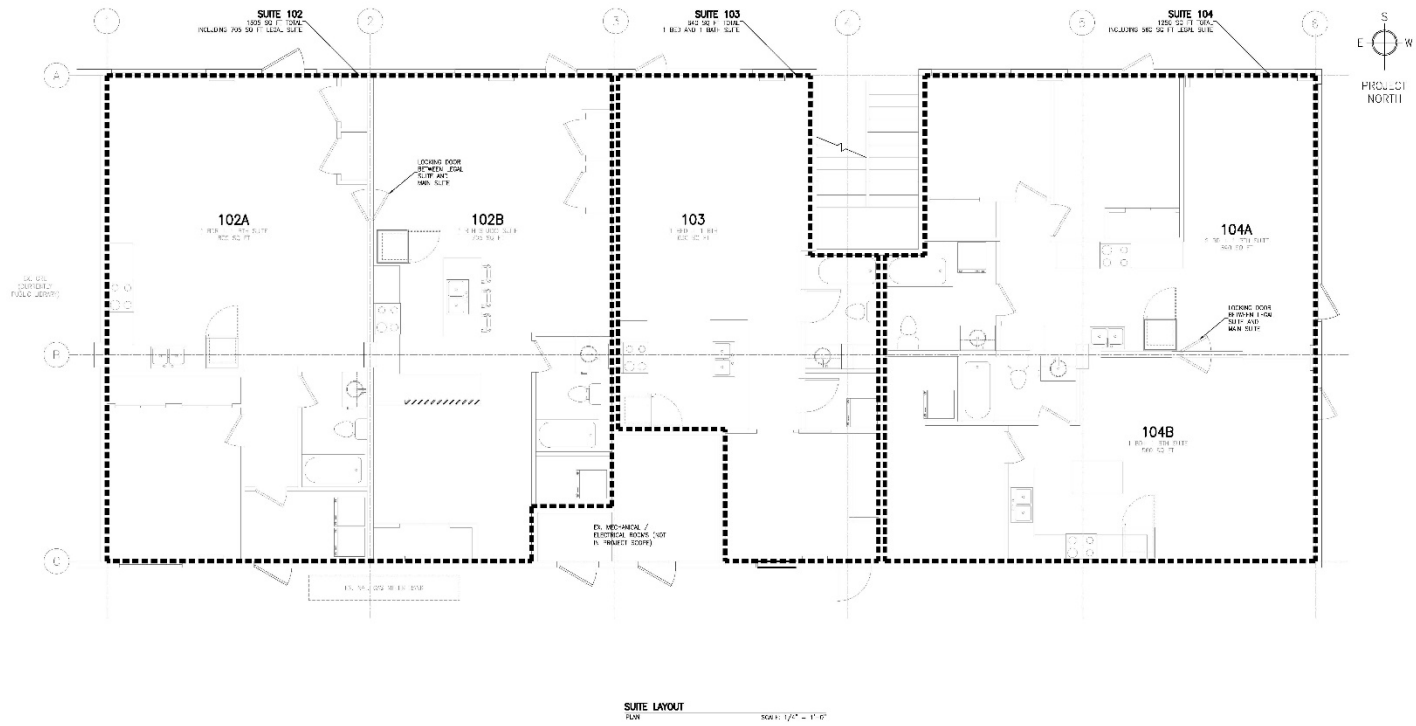


Subject Property



Attachment No. 2 – Applicant's Subdivision Plan

IMPORTANT NOTES:
 SUITES 102 AND 104 ARE BEING PROPOSED AS SUITES WITH A SINGLE SEPARATE LEGAL SUITE WITHIN ONE LEGAL SUITE TO HAVE SEPARATE ENTRANCES AS SHOWN AS WELL AS SEPARATE HVAC SYSTEMS AND BEING BOUND BY FIRE.



<p>DRAFTING ERIK LARSON 778-478-3954 ERIKANDERSLARSON@GMAIL.COM</p>	<p>CLIENT KONONOFF</p>	<p>HISTORY A OCT 14, 2019 ISSUED FOR INITIAL REVIEW B OCT 23, 2019 ISSUED FOR REVIEW C DEC 3, 2019 ISSUED FOR DEVELOPMENT PERMIT</p>	<p>PROJECT TITLE OK FALLS CONDOS MAIN FLOOR CONVERSION PROJECT ADDRESS 850 RAILWAY LANE, OK FALLS, BC V0H 1R4</p>	<p>DRAWING TITLE MAIN FLOOR PLAN SUITE LAYOUT</p>	<p>DRAWING NO. A-2.0 REVISION C</p>
--	---	---	--	---	--

Attachment No. 3 – Site Photos (Google Streetview)



Attachment No.4 – Applicant’s Rationale (1/2)

Attention: Planning Department
Regional District of Okanagan-Similkameen
101 Martin Street
Penticton, BC
Canada V2A 5J9

Re: 102/103 850 Railway Lane Subdivision (application D2021.012-SUB)

To whom it may concern:

I am writing to you on behalf of Clearbridge Holdings Ltd. My name is Ryan Kononoff and we are currently working on satisfying the requirements of subdivision for 102/103 850 Railway Lane in Okanagan Falls.

Built in 2004, this strata complex consists of a mixture of commercial and residential spaces. We acquired commercial strata lots 102 and 103 in early 2021 with a vision to redevelop them into rental homes for the community. Both strata lots have sat empty and undeveloped (concrete shells) for 17 years and have been an eyesore to the residents in the building, and the community as a whole. As a brief testimony to our efforts, I have had *countless* residents in the area approach me to thank me for taking this project on—it’s the first thing you see when you drive into Okanagan Falls—empty storefronts.

According to the requirements presented to us, a dedication of land for park use is required to complete our subdivision. From our understanding, there are two options to fulfill this requirement: park land or cash-in-lieu:

Section 510(2) of the Local Government Act allows a Local Government to secure amount (Cash-in-lieu) or land for parks purposes. See the excerpt below from Local Government Act.

Requirement for provision of park land or payment for parks purposes

510 (1) Subject to this section and section 516 (3) (h) and (4) [phased development agreement rules], an owner of land being subdivided must, at the owner's option,

(a) provide, without compensation, park land of an amount and in a location acceptable to the local government, or

(b) pay to the municipality or regional district an amount that equals the market value of the land that may be required for park land purposes under this section as determined under subsection (6) of this section.....

(5) The amount of land that may be required under subsection (1) (a) or used for establishing the amount that may be paid under subsection (1) (b) must not exceed 5% of the land being proposed for subdivision.

We would like to request an exemption or variance on this condition of subdivision on the basis that we are not subdividing land but rather are simply subdividing a previously commercial space in order to make it suitable for condo-living. We also do feel that this requirement better applies to subdivision of real land,

Attachment No.4 – Applicant's Rationale (2/2)

rather than our efforts (converting a 17-year unused commercial space within an existing building to usable condo strata lots).

Furthermore, determining the value of an empty and unimproved residential strata lot for the purposes of cash-in-lieu would be difficult to ascertain given there are no comparables anywhere for this type of "land".

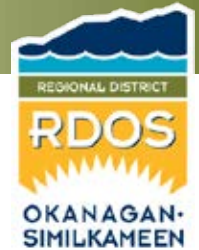
As a result, we would propose that a "zero" parkland dedication and "zero" Cash-in-lieu for parkland dedication be considered for approval for our application.

Thank-you for your consideration.



Ryan Kononoff
Owner of Clearbridge Holdings Ltd.

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 5, 2021
RE: Liquor and Cannabis Regulation Branch Referral – Electoral Area “D”
Cannabis Retail Store

Administrative Recommendation:

THAT the Regional District, in accordance with Section 33(1) of the *Cannabis Control and Licencing Act*, support an application from ERBN Green Cannabis Company Inc. for a proposed non-medical retail cannabis location at 936-946 Main Street, Okanagan Falls (Lot 15, Block 17, Plan KAP4, District Lot 374, SDYD) licence with operating hours from 9:00 am to 11:00 pm seven days a week;

AND THAT the following comments be provided to the Liquor and Cannabis Regulation Branch:

- a) the subject property is located in the Okanagan Falls Town Centre Transition (C4) Zone and the use is permitted in this zone;
 - b) no significant negative impact on the community is anticipated if this application is approved;
 - c) the Regional District provided the following opportunities for residents to submit their views, in writing, on this Cannabis Retail Store licence application:
 - i) publication in the Penticton Western News on March 31, 2021 and April 7, 2021;
 - ii) publication in Castanet.net from March 30, 2021 to April 14, 2021;
 - iii) posting on the Regional District’s web site from March 26, 2021 and social media accounts on April 22, 2021;
 - iv) mailed notification to owners and tenants within 100 metres of the subject parcel on March 26, 2021;
 - v) placement of a notification sign on the subject property from March 15, 2021, until the Board considered the application on May 6, 2021;
 - vi) consideration by the Electoral Area “D” Advisory Planning Commission (APC) at its meeting of April 13, 2021; and
 - vii) an electronic public hearing held on June 22, 2021.
 - d) The views of residents were considered by the RDOS Board at its meetings of May 6, 2021 and August 5, 2021.
-

Purpose: To obtain a Cannabis Retail Store licence from the province.

Folio: D-00779.000

Legal: Lot 15, Block 17, Plan KAP4, District Lot 374, SDYD

Civic: 936 & 946 Main Street

OCP: Commercial (C)

Zone: General Commercial (C1)

Proposed Development:

The applicant is seeking approval from the Liquor and Cannabis Regulation Branch (LCRB) to operate a cannabis retail store.

Statutory Requirements:

Under Section 33(1) of the *Cannabis Control and Licencing Act*, the LCRB is prevented from issuing a license for a Cannabis Retail Store (CRS) unless the local government “for the area in which the establishment is proposed to be located or is located gives the [LCRB] a recommendation that the licence be issued or amended.”

In providing a recommendation on a CRS to the LCRB, a local government must “gather the views of residents ... by one or more of the following methods”:

- a) *by receiving written comments in response to a public notice of the application;*
- b) *by conducting a public hearing in respect of the application;*
- c) *by holding a referendum;*
- d) *by using another method the local government ... considers appropriate.*

Site Context:

The subject property is approximately 581 m² in area and is situated on the west side of Main Street in Okanagan Falls. It is understood that the parcel is comprised of a mixed use commercial building.

The surrounding pattern of development is generally characterised by a mix of commercial and residential uses.

Background:

The current boundaries of the subject property were created by a Plan of Subdivision deposited with the Land Titles Office on October 13, 1983, while available Regional District records indicate that a building permit for alterations to a commercial building (2018, 2106, 2004) have previously been issued for this property.

Under the Electoral Area “D” Official Community Plan (OCP) Bylaw No. 2603, 2013, the subject property is currently designated Commercial (C), and is situated within the Okanagan Falls Commercial Development Permit Area. Retail uses are generally supported on lands designated Commercial in Okanagan Falls (Section 13.6.1) and for smaller-scale, neighbourhood-serving commercial activities for General Commercial (Section 13.3.1).

Further policies support economic development activities within this commercial area that are consistent with the Okanagan Falls Economic Development Action Plan (2012) (Section 13.6.2).

The 2020 Okanagan Falls Economic Development and Recovery Plan has since been completed, building upon previous plans, and seeks to create an attractive community for young families, support local businesses, build Okanagan Falls as a tourism destination and revitalize downtown, among other goals.

This Plan identified the vibrancy of downtown Okanagan Falls as a concern and identified that community perceptions of quality of life have declined, including the community’s perception of Okanagan Falls as a place to retire and to raise a family.

Under the Electoral Area "D" Zoning Bylaw No. 2455, 2008 the property is currently zoned General Commercial (C1) which allows for general retail stores.

BC Assessment has classified the property as "Business and Other" (06).

Public Process:

Public consultation, in accordance with Schedule 9 of the Regional District's *Development Procedures Bylaw No. 2500, 2011*, included a 28-day period for written comments to be received.

May 6, 2021 - The Board considered the feedback received as part of the public consultation process and delegated the public hearing to Director Obirek.

June 22, 2021 - An electronic public hearing was convened and was attended by five members of the public. A report summarising this public hearing is included as an attachment on the agenda.

April 13, 2021 - The Electoral Area "D" Advisory Planning Commission (APC) recommended that the subject development application be:

tabled until the RDOS look at the average of what is being used in our communities around Okanagan Falls as criterias, and these criterias are brought to a public hearing to get everybody's input so a final decision can be made to be bring these criterias back to the APC and APC making a final decision on the application.

July 22, 2021 - The Planning and Development Select Committee considered an administrative response to this recommendation from the Electoral Area "D" APC and referred that matter "to the 2022 Business Plan process for discussion."

Analysis:

Retail stores are a permitted use in the General Commercial (C1) zone, cannabis is considered a "retail" use and the proposed store is contained within an existing commercial building. This store location is in the designated commercial area of Okanagan Falls, and within a primary growth area.

Cannabis is a legal product in Canada and the proposed cannabis retail store is consistent with the C1 zoning of the property. It has been the Board's position that retail applications should be considered from a land use perspective and not venture into a morals or values discussion.

Alternatives:

1. THAT the Regional District object to the application from ERBN Green Cannabis Company Inc. for a proposed non-medical retail cannabis location at 936-946 Main Street, Okanagan Falls.

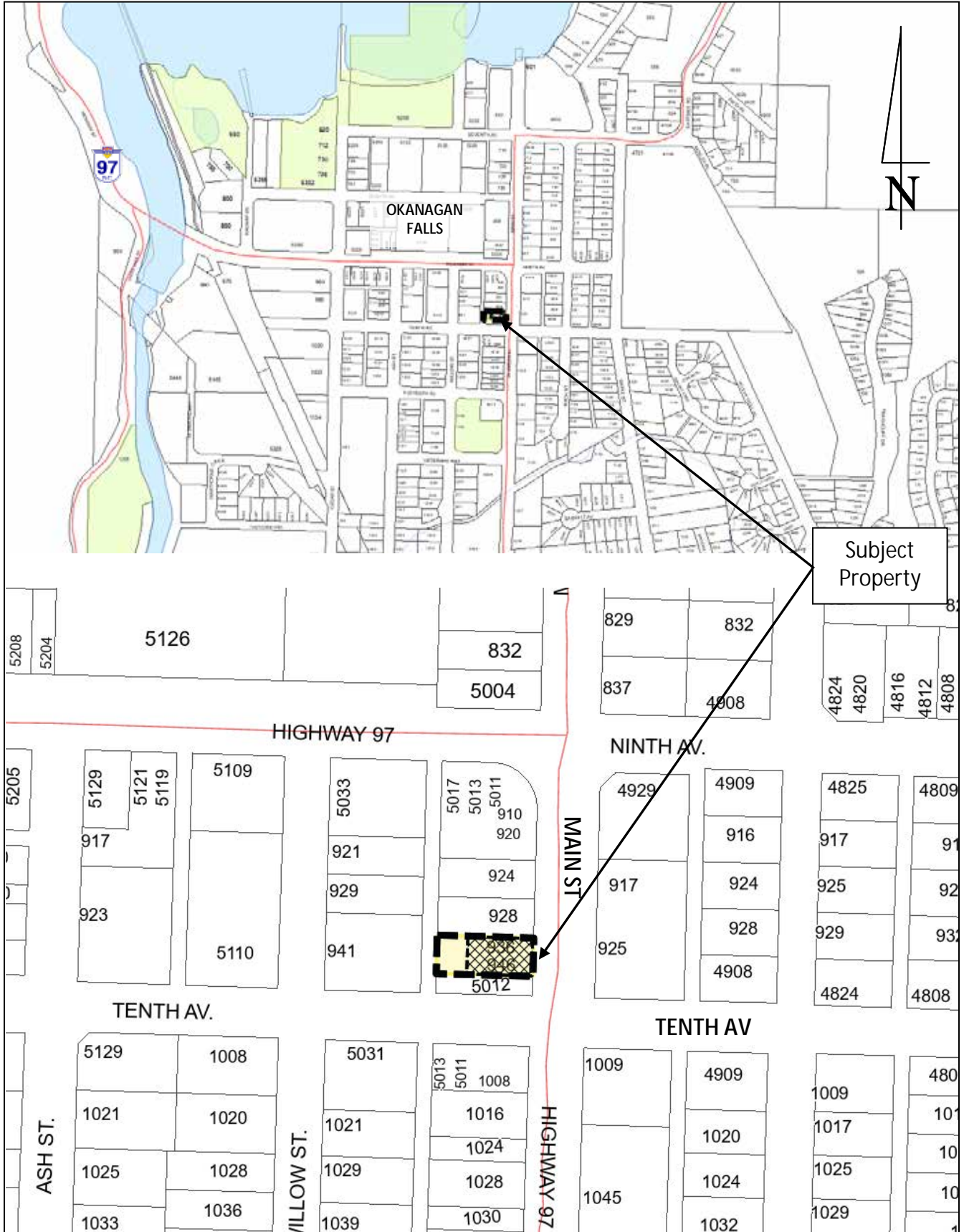
Respectfully submitted:



C. Garrish, Planning Manager

- Attachments: No. 1 – Context Maps
No. 2 – Applicant's Site Plan
No. 3 – Applicant's Building Elevation
No. 4 – Site Photo

Attachment No. 1 – Context Maps



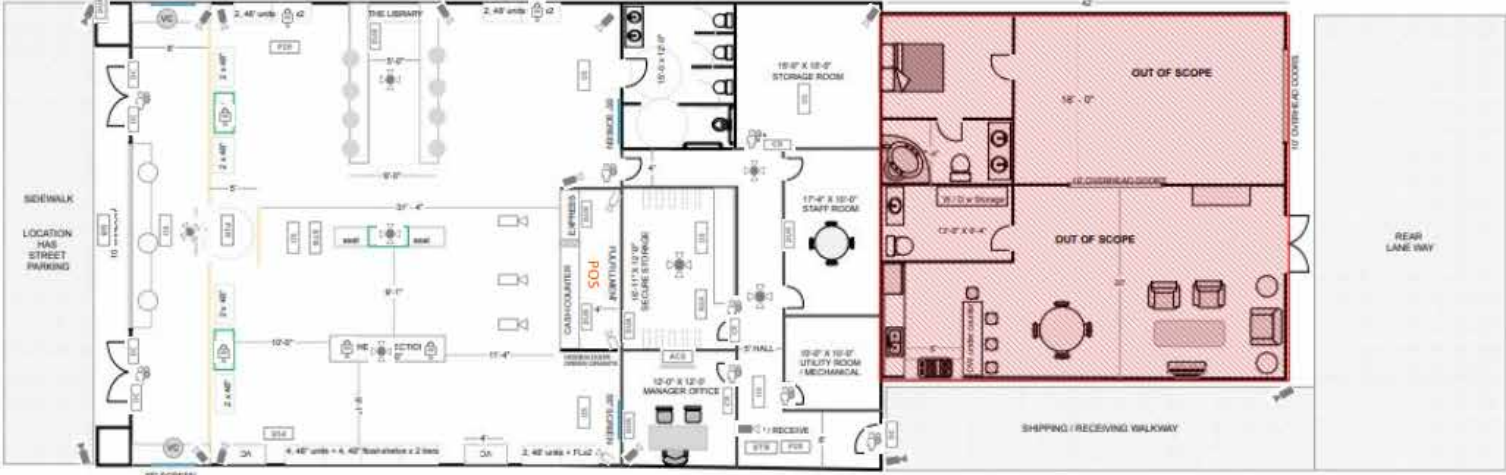
Attachment No. 2 – Applicant’s Floor Plan



SECURITY PLAN OVERVIEW – 946 Main Street, Okanagan Falls, BC

LEGEND

- CARD READER
- GLASS BREAK DETECTOR
- DOOR CONTACT
- MOTION DETECTOR
- DURESS / PANIC BUTTON
- SEISMIC DETECTOR
- INTRUSION KEYPAD
- SIREN / STROBE LIGHT
- PIEZO BUZZER
- SECURITY WORKSTATION
- CCTV SERVER
- ACCESS CONTROL PANEL / SERVER
- INTRUSION PANEL WITH GSM
- FENCE DETECTION LOOP
- INTERCOM STATION
- INTERCOM MASTER STATION
- INDOOR CCTV CAMERA
- BUSINESS INTELLIGENCE CAMERA
- OUTDOOR CCTV CAMERA
- 360 DEGREE CCTV CAMERA
- DOOR TYPE
- CAMERA NUMBER
- INTRUSION ZONE IDENTIFIER
- INTERCOM STATION IDENTIFIER
- DOOR NUMBER
- ACS DOOR CONTACT
- DOOR STRIKE
- REQUEST TO EXIT MOTION
- REQUEST TO EXIT BUTTON
- MAGLOCK
- OVERHEAD DOOR RELAY
- SMOKE DETECTOR
- SECURITY LOCKED CABINETS/UNITS
- LOCK AND KEY ENTRY



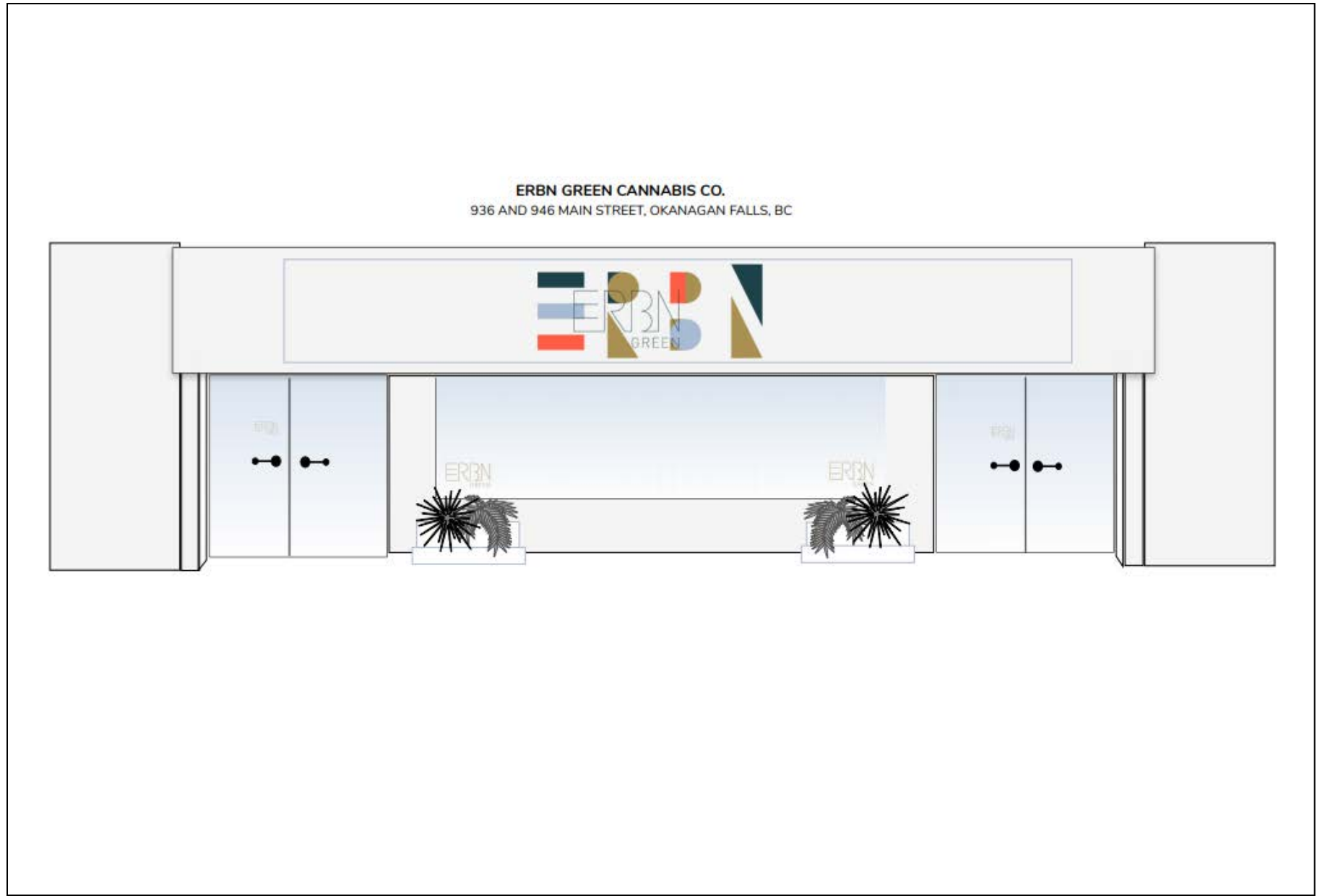
All Cabinetry is



ERBN Green Cannabis Company Inc.
W: erbngreen.com

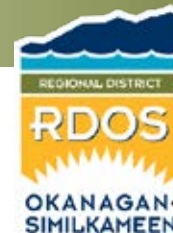


Attachment No. 3 – Applicant’s Building Elevation



Attachment No. 4 – Applicant's Site Photo





TO: Regional Board of Directors
FROM: Director Obirek
DATE: June 22, 2021
RE: Public Hearing Report – Liquor and Cannabis Regulation Branch (LCRB) Referral

Purpose of Application:

The proposal seeks a local government endorsement of the Liquor and Cannabis Regulation Branch (LCRB) application for a non-medical cannabis retail store licence at 936 and 946 Main Street, Okanagan Falls.

Public Hearing Overview:

The electronic Public Hearing for the LCRB application for a non-medical cannabis retail store licence, was convened on Tuesday, June 22, 2021, at 7:00 pm, at <https://rdos.webex.com> (Meeting number: 187 220 8472 / Password: RD@S).

Members of the Regional District staff present were:

- . JoAnn Peachey, Planner II
- . Nikita Kheterpal, Planner I

There were five members of the public present.

In accordance with the Development Procedures Bylaw No. 2500, 2011, the time and place of the public hearing was advertised in the June 9 and June 16, 2021, editions of the Penticton Western News.

Copies of reports and correspondence received related to the proposal, were available for viewing at the Regional District office during the required posting period.

Pursuant to the Development Procedures Bylaw No. 2500, 2011, Chair Obirek called the Public Hearing to order at 7:01 p.m. in order to consider the amendment bylaws.

Summary of Representations:

There were no written briefs submitted during the public hearing.

Chair Obirek called a first time for briefs and comments from the floor and noted that application information, including all written comments received to date was available on the Regional District website and that anyone wishing to review the comments could do so.

J. Peachey, Planner I, outlined the proposal.

Chair Obirek asked if anyone wished to speak to the proposal.

Esha Randhawa, 5212 - 9th Avenue, Okanagan Falls. Is opposed to the proposal due to concerns that Okanagan Falls lacks the population base to sustain a third cannabis store. She noted further competition may lead to failing businesses of other cannabis retailers in Okanagan Falls, not contributing to revitalization of Okanagan Falls and personally not being able to develop additional residence in Okanagan Falls if undercut by a large, Toronto-based retailer.

Bob Daly, 438 Eastside Road, Okanagan Falls. Is opposed to the proposal. Stated that three retail stores is too many for a small community like Okanagan Falls.

Esha Randhawa, 5212 - 9th Avenue, Okanagan Falls. Further spoke to the three cannabis stores being within 500 metres of each other and other communities have distancing requirements to avoid this.

Emily Main, 917 Main Street, Okanagan Falls. Is supportive of the proposal. Stated that she had no issue with a third cannabis store and is supportive of anything that brings jobs to the community and improves the look of Main Street.

Dianne Corner, Representative of Applicant. Stated that the building was purchased for the proposed cannabis store in Fall of 2019 and did due diligence at time of purchase, which showed that no cannabis store was in Okanagan Falls at that time. Stated the applicant would like to open their store and provide jobs to the community.

Chair Obirek asked a second time if there was anyone who wished to speak further to the proposed bylaw.

Chair Obirek asked a third time if there was anyone who wished to speak further to the proposed bylaw and hearing none, declared the public hearing closed at 7:27 p.m.

Recorded by:



JoAnn Peachey
Recording Secretary

Confirmed:

Director Obirek
Chair

JoAnn Peachey

From: McQueens [REDACTED]
Sent: April 25, 2021 3:53 PM
To: JoAnn Peachey
Subject: 936 to 946 Main St OK Falls

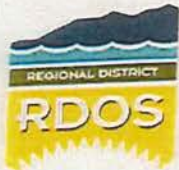
Hello,

I suspect I am early on this but I would like you to know that we support this application. We live on the corner of 10th and Birch, literally a block away. We feel like any business in this village is Welcome. More Jobs!

Thank You for your time.

Bev and Joseph McQueen
[REDACTED]
[REDACTED]
[REDACTED]

ent from [Mail](#) for Windows 10



Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen

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

TO: Regional District of Okanagan Similkameen

FILE NO.: D2020.010-LCRB

FROM: Name:

Ken Michayluk
(please print)

Street Address:

[Redacted]

RE: LCRB Application (Cannabis Retail Store Licence)
936-946 Main Street, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- I do support the proposed cannabis retail store licence at 936-946 Main Street.
- I do support the proposed cannabis retail store licence at 936-946 Main Street, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at 936-946 Main Street.

All written submissions will be considered by the Regional District Board

I don't want OK Falls to be a pot destination. focus on more family oriented businesses.

Feedback Forms must be submitted to the Regional District office prior to **April 23, 2021**.
All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.

JoAnn Peachey

From: [REDACTED]
Sent: April 23, 2021 12:52 PM
To: JoAnn Peachey
Subject: 936-946 Main Street, Okanagan Falls

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Mr Peachy

As a business owner and resident I am against the opening of the Marijuana store at the above address .

Mike Arcand
[REDACTED]

Sent from [Mail](#) for Windows 10



Feedback Form

Regional District of Okanagan Similkameen

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

TO: Regional District of Okanagan Similkameen FILE NO.: D2020.010-LCRB

FROM: Name:

Maria Michayluk

Street Address:



RE: LCRB Application (Cannabis Retail Store Licence)
936-946 Main Street, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- I do support the proposed cannabis retail store licence at 936-946 Main Street.
- I do support the proposed cannabis retail store licence at 936-946 Main Street, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at 936-946 Main Street.

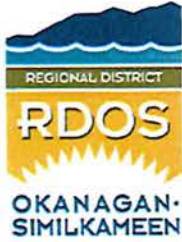
All written submissions will be considered by the Regional District Board

I feel Ok Falls has adequate share of market for this industry with the 2 current Cannabis Retail stores. As a growing community that is trying to attract new residence/businesses we need to be aware of the concerns these type of businesses bring to a community.

Feedback Forms must be submitted to the Regional District office prior to April 23, 2021.

All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the Freedom of Information and Protection of Privacy Act (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.



Feedback Form

Regional District of Okanagan Similkameen

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

Tel: 250-492-0237 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2020.010-LCRB

FROM: Name: Douglas Crozier

(please print)

Street Address: [REDACTED]

RE: LCRB Application (Cannabis Retail Store Licence)
936-946 Main Street, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- I do support the proposed cannabis retail store licence at 936-946 Main Street.
- I do support the proposed cannabis retail store licence at 936-946 Main Street, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at 936-946 Main Street.

All written submissions will be considered by the Regional District Board

I do not support the proposed Cannabis store at 936-946 Main Street, OK Falls as:

1. There are already 2 non medical Cannabis stores within the small community (under 3700, I believe).
2. The current 2 stores are already with blocks of each other on the same street and this 3rd proposal and will be within a few blocks of them; all on the same main roadway, namely highway 97 (9th and main street).
3. Image being presented of OK Falls is a drive through of a strip of cannabis stores and no other commercial storefronts.
4. Store owners are non local, non community oriented, based out of Toronto.

Feedback Forms must be submitted to the Regional District office prior to **April 23, 2021**.
All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.

JoAnn Peachey

From: Kelly Kask <[REDACTED]>
Sent: April 12, 2021 6:26 AM
To: Planning
Subject: Proposed cannabis retail shop at 936-946 main st in OK Falls

To whom it may concern:

As a resident and building owner in OK Falls we "do not" support this development.

Kelly Kask & Kate McLean



Feedback Form

Regional District of Okanagan Similkameen

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

TO: Regional District of Okanagan Similkameen FILE NO.: D2020.010-LCRB

FROM: Name: Ethan Bibalkin and Lauree Lachlan
(please print)

Street Address: [Redacted]

RE: LCRB Application (Cannabis Retail Store Licence)
936-946 Main Street, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

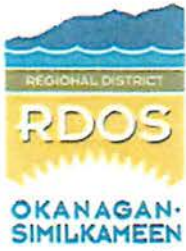
- I do support the proposed cannabis retail store licence at 936-946 Main Street.
- I do support the proposed cannabis retail store licence at 936-946 Main Street, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at 936-946 Main Street.

All written submissions will be considered by the Regional District Board

We have nothing against Cannabis sale or use, but we feel 3 Cannabis stores in a community so small is unnecessary. We would prefer to see more diversity in businesses in the community. Visitors may find it odd that we don't have a pub or grocery store, yet have 3 places to buy weed. This could negatively affect how folks view the town. Penticton has 18 stores with a population of 33,761 or 1 store per 3069 people. Ok Falls will have one store per 833 people, based on our small population of 2500. That seems like a difficult situation for this business to be successful. We do want businesses to be successful and feel it would be a better business decision to find a bigger population with less competition. Lauree will be cc'd on this email and is in agreement. If the business is approved we wish them success!

Feedback Forms must be submitted to the Regional District office prior to **April 23, 2021**.
All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the Freedom of Information and Protection of Privacy Act (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.



Feedback Form

Regional District of Okanagan Similkameen

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

TO: Regional District of Okanagan Similkameen FILE NO.: D2020.010-LCRB

FROM: Name: SHIRLEY YIP
Street Address: [REDACTED]

RE: LCRB Application (Cannabis Retail Store Licence)
936-946 Main Street, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- I do support the proposed cannabis retail store licence at 936-946 Main Street.
- I do support the proposed cannabis retail store licence at 936-946 Main Street, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at 936-946 Main Street.

All written submissions will be considered by the Regional District Board

WE NEED TO ENSURE WE SUPPORT ANY VIABLE BUSINESS TO PROMOTE GROWTH AND THE ECONOMY IN OUR TOWN


IF JOBS ARE CREATED I AM IN FAVOUR OF THAT AS WELL!

o

Feedback Forms must be submitted to the Regional District office prior to April 23, 2021. All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the Freedom of Information and Protection of Privacy Act (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.

Esha Randhawa
Green Light Cannabis



Re: Retail Cannabis Store Application
ERBN Green Cannabis Company Inc.
936 & 946 Main Street
Okanagan Falls, BC
V0H 1R0

To Whom It May Concern:

My name is Esha Randhawa and I am the owner of Green Light Cannabis located at 5212 9th Ave, Okanagan Falls. I would like to formally submit my concerns and express my opposition for the proposed cannabis store, ERBN Green Cannabis Company, at 936 & 946 Main Street, Okanagan Falls, BC.

As one of the provincially licensed cannabis stores in Okanagan Falls, I am learning that it is particularly challenging to ensure the business is viable. The "legacy" market is quite prominent in OK Falls and with the CSU and the police doing very little to shut these operations down, the legacy market is thriving here. Also, we are merely 15 minutes away from Oliver and Penticton on both sides where Indigenous Bloom and Skaha Cannabis both offer extremely low prices and higher concentrations of THC in their products as they are both unregulated.

As a provincially licensed Retail Cannabis Store, Green Light Cannabis has followed all the requirements right down to the very last detail to ensure we would be an asset to the community instead of a liability. It took us almost 2 full years to become licensed and open our doors. We respected the wishes of RDOS and the province throughout this entire process. However, as a licensed store, we face struggles on a provincial level as well as on a local level.

In the bigger pictures, licensed stores are limited in the concentration of THC in the products they carry. This proves to be a barrier for customers who were using cannabis prior to legalization. Also, we are not able to offer the same low prices as the legacy market or the unregulated stores on First Nations lands as our prices are set by the LCRB. Furthermore, taxation of the cannabis products, specifically the 20% vape tax applied to all vape products and accessories, forces consumers to rely on other markets instead of the legal market. Thus, from the provincial standpoint, it has become exceedingly difficult for us to attract business from pre-legalization consumers.

If a third retail cannabis store is approved in a community of 2500 people, we will surely have to close our doors. This would result in my 5 current employees being without work during a pandemic. Just for perspective, Summerland has a population of 11,615 and currently has 2 stores (equivalent to 1 store for 5808 people), with ERBN also submitting an application to be the 3rd store there. Penticton has a population of 33,000 with 9 licensed stores currently operational (equivalent to 1 store for

3667 people). If ERBN is approved in Okanagan Falls that would be equivalent to 833 people for each store. I hope you can see that we will be unable to compete.

While I do agree that competition can lead to better business, I believe that is not the case here. The retail cannabis industry is still in its infancy and there is still much to learn through all levels of regulations from federal, to provincial, to municipal, and down to each individual store. Okanagan Falls does not have the capacity to support 3 licensed retail cannabis stores amongst the legacy market; which is still thriving. I would like to be given an honest chance to truly thrive through all adversities before the market share is diluted further.

As you know, we are a local family trying our absolute best to contribute to the revitalization and beautification of Okanagan Falls. In fact, just last month we personally purchased the empty lot at 5208 9th Ave with intentions of turning the vacant lot into a new, combined commercial and residential space. Our original plans include incorporating 1-2 commercial spaces and 3-4 residential spaces above. Not only would this have made the downtown core more beautiful, but we would have been in the position to create more jobs for local residents. I had arranged for the surveyor to come in this week so that I can start that project as soon as possible, but now I am having reservations as my efforts will be focused on trying to keep Green Light Cannabis' doors open. If ERBN is approved, then I simply will not be able to afford to develop 5208 9th Ave at that point, and thus I may not be able to develop that space for years to come.

As a small business owner, my goal is to thrive in OK Falls and help kickstart the local economy. The current, extremely limited, legal market share of people purchasing locally and from a licensed store would be split even further. With Okanagan Falls not yet having a grocery store, most residents make the trip in either direction for essentials where 4 more stores have opened their doors (2 licensed, 2 on First Nations land) which again has already had an impact on our market share. If you were to approve ERBN, it would greatly put my business in jeopardy, and I fear I may not be able to compete with another licensed cannabis store. I would love to be given the opportunity to truly succeed before you consider approving yet another cannabis store.

Further to this, I fear that even if the planning committee denies the application for a third retail cannabis store in Okanagan Falls, that all RDOS will still approve ERBN as the LCRB has provided a referral. ERBN is a corporation out of Ontario with stores on Dundas & Bathurst and one on Young St; the busiest areas of downtown Toronto, not to mention they also have 3 stores in Alberta and an application in Summerland. These stores will give ERBN the financial security they need to support their Okanagan Falls store until they are the last ones left. Unfortunately, we do not have the corporate funding to fight that battle. We have already seen multiple situations where corporate mongers will open their doors next to small businesses in West Kelowna, Penticton and Lake country with the intention of undercutting the competition until they simply cannot afford to compete. Where it currently stands, our margin for products is significantly lower than other industries such as pharmacies, liquor stores, and convenience stores.

I am a young, female entrepreneur who was born and raised in the South Okanagan and I am doing everything I possibly can to stay afloat and one day hopefully thrive. If RDOS approves ERBN, you will be losing someone who is committed to Okanagan Falls and building our future.

I further implore you to explore capping the total number of retail cannabis stores in OK Falls to a maximum of 2 licensed retail cannabis stores given the population of 2500. This will allow the 2 current stores the opportunity to lay down roots and become successful, or not, depending on the demand of the community. I would hate to be washed out by a corporate giant without having the opportunity to give Okanagan Falls everything I possibly can.

Based on the various challenges from all levels, I would like RDOS to note that I am opposed to the approval of a third retail cannabis store in OK Falls. Please do not hesitate to contact me if you have any questions or concerns, or if you would like to discuss anything further.

Sincerely,

Esha Randhawa

Owner & CEO, Green Light Cannabis

JoAnn Peachey

From: Lois Ronnie [REDACTED]
Sent: March 18, 2021 9:42 AM
To: Planning
Subject: Re: Cannabis Retailer

On Wed, Mar 17, 2021 at 4:52 PM Lois Ronnie <lronnie@telus.net> wrote:

It has recently become apparent that Okanagan Falls is being considered for another Cannabis retailer. This is getting ridiculous, our small population of seniors and families certainly do not need three cannabis stores and two or three liquor stores. And yet no place to buy the necessary groceries with out driving to Penticton or Oliver. It makes one wonder if those in charge of approving applications are on the take?

We would like to express an opinion on the frequency of break ins and general thievery in our small town, and wonder about the relationship between drugs, homelessness and these occurrences?

Anyway, is there a place to register our opposition to this new application?

Thank you,

Robert & Lois Ronnie
Okanagan Falls

Sent from my iPad

JoAnn Peachey

From: Barbara Price <[REDACTED]>
Sent: March 17, 2021 2:55 PM
To: Planning
Subject: cannabis store application for OK Falls

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Sir,

I am not sure if anyone has bothered to register their complaints to the RDOS regarding the application to open another store selling cannabis in our small town of about 1700-1800 people. In all fairness I can't complain later if I don't make mention of it now in the application process.

OK Falls has 2 stores at this time selling cannabis, and less than 10 minutes up the road in Gallagher's there are another three stores. I would think at this time, along with the stores in Penticton we are adequately supplied in this area.

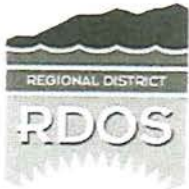
At one time people would make their way to OK Falls for the park, ice cream and the outdoor market. With business falling off in many areas and leaving town it is very sad to see cannabis stores taking up the slack. We have a severe problem in town with residential theft, motivated by en-large by an active drug taking population.

Being on the edge of the district Penticton police do not visit the town often enough to dent the issues we are going through as Penticton obviously has to be their priority, we have to face a lot of fall out ourselves.

As locals we are trying to reinvent ourselves as being a great place to live and raise a family, having so many stores closed and 'pot' shops popping up is certainly not helping our endeavours, we don't want to be a two 'stop' town...ice cream and cannabis, at least not before we have a grocery store.

Anyways thank you for listening to my concerns, I realize everyone needs to make a living but I do ask that as our 'overseer' so to speak you will closely think about the quality of life of those who are committed to living in Okanagan Falls, and the ongoing unlawful issues we already have to suffer due to a certain sector in the neighbourhood

Sincerely
Barbara Price



Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen

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

TO: Regional District of Okanagan Similkameen FILE NO.: D2020.010-LCRB

FROM: Name: Pat Trainor
(please print)

Street Address: [Redacted]

RE: LCRB Application (Cannabis Retail Store Licence)
936-946 Main Street, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- I do support the proposed cannabis retail store licence at 936-946 Main Street.
- I do support the proposed cannabis retail store licence at 936-946 Main Street, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at 936-946 Main Street.

All written submissions will be considered by the Regional District Board

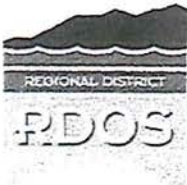
Already 2 Cannabis Retailers. Need Diversity.
TOO MUCH TRAFFIC ON MAIN + FEEDERS.
PROXIMITY TO KIDS GOING TO SCHOOL.

RECEIVED
Regional District
APR 23 2021
101 Martin Street
Penticton BC V2A 5J9

Feedback Forms must be submitted to the Regional District office prior to **April 23, 2021**.
All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.





Feedback Form

RECEIVED
Regional District

APR 22 2021

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen

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

101 Martin Street
Penticton BC V2A 5J9

TO: Regional District of Okanagan Similkameen FILE NO.: D2020.010-LCRB

FROM: Name: Holly Trainer
(please print)

Street Address: [REDACTED]

VOH 1120

RE: LCRB Application (Cannabis Retail Store Licence)
936-946 Main Street, Okanagan Falls, Electoral Area "D"

My comments / concerns are:

- I do support the proposed cannabis retail store licence at 936-946 Main Street.
- I do support the proposed cannabis retail store licence at 936-946 Main Street, subject to the comments listed below.
- I do not support the proposed cannabis retail store licence at 936-946 Main Street.

All written submissions will be considered by the Regional District Board

My personal opinion is we have 2 stores already and this location is too close to a school. It's not set up for safe parking on the main drag; near the school cross walk where we already have safety issues.

Holly Trainer

Also worried about bringing in people who might be more likely to commit crimes & petty theft.

Feedback Forms must be submitted to the Regional District office prior to **April 23, 2021**.
All representations will be made public when they are included in the Board Agenda.

Protecting your personal information is an obligation the Regional District of Okanagan-Similkameen takes seriously. Our practices have been designed to ensure compliance with the privacy provisions of the *Freedom of Information and Protection of Privacy Act* (British Columbia) ("FIPPA"). Any personal or proprietary information you provide to us is collected, used and disclosed in accordance with FIPPA. Should you have any questions about the collection, use or disclosure of this information please contact: Manager of Legislative Services, RDOS, 101 Martin Street, Penticton, BC V2A 5J9, 250-492-0237.

April 20, 2021

Greetings, JoAnn Peachey,

Regarding the application for a liquor & cannabis retail stores within a existing commerce building. 936 & 946 Main Street LOT15, BLOCK 17, PLAN KAP4 District Lot 374, SDYD.

Too close to the Okanagan Falls, Elementary school crosswalk 10th & Hwy 97.

Garbage from cannabis wrapping, vapour etc.

Parking is another issue

We already have 2 liquor stores plus 2 cannabis stores

I do not need or want a liquor & cannabis stores right next door to me (38 yrs living here)

I need & want my retirement yrs. to be peaceful & quiet 31 yrs with Okanagan Falls, Elementary school (crossing guard, recess & noon hour supervisor) Retire June 25, 2020. Truly sorry for the inappropriate word I use about the man who just purchased cannabis from the illegal cannabis store at 946 Main Street 2016-2017.

RECEIVED
Regional District

APR 21 2021

101 Martin Street
Penticton BC V2A 5J9

Sincerely,

Ms. Rose Leah

Lauri Feindell

Subject: FW: 936 and 946 main street okanagan falls

From: Phil Schnell
Sent: June 19, 2021 9:45 AM
To: Planning <planning@rdos.bc.ca>
Subject: 936 and 946 main street okanagan falls

My concerns against this proposal.

As the business directly to the north of this proposal and the nature of the business being proposed our parking would be none existent.

We already have a liquor store to the north of us buying alcohol at a high rate. They are always parking in front of our store.

We have a simple business and barely make ends meet. With a pot store to the south I feel we will have to sell and maybe take legal action.

There is also a driveway to the south and to the north of our property that affects our parking. A couple years ago they put up no parking signs across the street. That's the parking issue.

Now my concern for this town's image. We already have three liquor stores in town and two pot stores, not much else. I think the town and its business owners would like to see more productive and down to earth business in the area. The attraction to come to this town should not be getting drunk and high. Three liquor stores and two pot stores is already half of the retail businesses in this town no more needed thanks.

--
Phil Schnell

Esha Randhawa
Green Light Cannabis
5212 9th Ave
Okanagan Falls, BC

Re: Retail Cannabis Store Application
ERBN Green Cannabis Company Inc.
936 & 946 Main Street
Okanagan Falls, BC

To Whom It May Concern:

I would like to express my opposition to the proposed cannabis store ERBN in Okanagan Falls. I have previously submitted a letter detailing many reasons how this would jeopardize my current business in Okanagan Falls and the future development of the vacant lot at 5208 9th Ave. I would like to re-iterate my concerns and outline new information for RDOS and the Planning Committee to consider.

- 1) With a population of just 2,500 people, Okanagan Falls does not have the capacity to support a 3rd retail cannabis store. With 3 stores, this would equate to 833 people/store assuming every person in Okanagan Falls is of legal age and chooses to consume legal cannabis.
 - a. Penticton: Population 33,000/9 operational licensed stores = 3667 people/store
 - b. Summerland: Population 11,615/2 operation licensed stores = 5808 people/store
- 2) Competition does not lead to better business in all cases. ERBN is an out-of-province corporation that only sees Okanagan Falls as an opportunity to make money without being truly invested in the well-being and revitalization of the community. ERBN is in a financial position to undercut the 2 existing cannabis stores until they are the last store standing. At that point, ERBN will be able to inflate their prices with no other store to regulate the market; this is not "better business". You would be replacing a local family, with connections to OK Falls since 1967, with a corporation – I don't think this preserves the beauty and experience of our community.
- 3) In Toronto, each retail cannabis store did, on average, \$217,357.50 worth of sales in January 2021 (which is normally a slower month in the retail world) according to the Cannabis Retailer. Given that ERBN has 2 locations in downtown Toronto, they made ~ \$434,715 worth of sales in January alone; this would equate to \$5.2+ million of sales per year. This puts them in a position to bully both cannabis stores in OK Falls out of business. These figures are not taking into account ERBN's additional stores in Alberta.
 - a. Toronto made \$38.9 million in January 2021
 - b. Vancouver made a mere \$12.1 million in January 2021 – The BC market as a whole is clearly struggling and is behind the rest of the country.
- 4) Communities in Ontario are struggling due to the provincial guidelines preventing municipalities from limiting retail cannabis stores to particular areas or capping the number of stores allowed in a community. This leads to cities like Mississauga (population ~700,000) opting out of having any stores at all. This lack of regulation also allows cannabis stores to open next to each other

and take over entire streets. In BC, it is important municipalities exercise their rights to regulate the location and number of stores in a community. With the second cannabis store being merely 220 meters away from Green Light Cannabis we already have 2 stores within the same block. If approved, ERBN would be less than 300 meters away from Green Light Cannabis in the other direction. I do not think it is in the best interest of Okanagan Falls, or the existing cannabis stores, to have a 3rd cannabis store that close.

- a. The number of retail cannabis stores approved in Okanagan Falls needs to be capped at 2 stores.
- 5) ERBN claims to provide an “elevated” experience and that they will be able to provide assistance in pain management as well as other medical conditions. I would like to re-iterate that I am a practicing Pharmacy Manager in Penticton and am far more qualified than the average budtender to provide medical advice for the use of cannabis in various ailments. I hope those members of the community who choose to use cannabis for various medical conditions, reach out to myself, their own pharmacist, their physicians, or other health care providers as there can be interactions between commonly prescribed medications and cannabis.
- 6) My family has purchased the vacant lot at 5208 9th Ave. with the intention to develop the property into 1 or 2 commercial spaces below and 3 to 4 residential units above. We are genuinely invested in OK Falls and want to contribute to the revitalization and beautification of the community. If Green Light Cannabis is bullied out of business by a 3rd cannabis store in OK Falls, we may no longer be in the position to develop the property for years to come.
- 7) Having diverse businesses that can appeal to people from a wide background is essential to the revitalization of OK Falls. A 3rd cannabis store will not contribute to the betterment of the community as we already have 2 great options for those who choose to consume cannabis.

It is imperative that RDOS take all of these points into consideration for the long-term benefit of the community. Just because an application meets the bare minimum requirements originally set out by the Province of BC or municipalities, does not mean the business is in the best interest of Okanagan Falls. We are 2.5 years into legalization, and we have all been learning how to navigate this new industry; it is important to adapt and make changes to policies as we grow. Thus, Okanagan Falls needs to cap the number of retail cannabis stores in the area to 2 stores.

Sincerely,

Esha Randhawa

Owner & CEO, Green Light Cannabis Inc.

Esha Randhawa
Green Light Cannabis
5212 9th Ave
Okanagan Falls, BC

Re: Retail Cannabis Store Application
ERBN Green Cannabis Company Inc.
936 & 946 Main Street
Okanagan Falls, BC

Dear Counsellors,

I would like to express my opposition to the proposed cannabis store ERBN in Okanagan Falls. I am truly honoured by the local support of the OK Falls community. We are often told how happy locals are that we are here in town. They are even more happy when they hear our story and learn about our local connection and commitment to this community. Many of our customers also comment that they would be extremely disappointed if another cannabis store were to be approved. I am not sure if members of the community will express this concern to you, so I feel it is my responsibility to at least pass the message on.

As a small business owner, my goal is to thrive in OK Falls and help maintain the local economy. If you were to approve another store, it would greatly put my business in jeopardy, and I fear I may not be able to compete with yet another licensed cannabis store. The current, extremely limited, legal market share of people purchasing locally and from a licensed store would be split even further. I would love to be given the opportunity to truly thrive before you consider approving another cannabis store.

- 1) With a population of just 2,500 people, Okanagan Falls does not have the capacity to support a 3rd retail cannabis store. With 3 stores, this would equate to 833 people/store assuming every person in Okanagan Falls is of legal age and chooses to consume **legal** cannabis.
 - a. Penticton: Population 33,000/9 operational licensed stores = 3667 people/store
 - b. Summerland: Population 11,615/2 operation licensed stores = 5808 people/store

If a third retail cannabis store is approved in a community of 2500 people, we will surely have to close our doors. This would result in my 5 current employees being without work. I implore you to explore capping the total number of retail cannabis stores in OK Falls to a maximum of 2 licensed retail cannabis stores given the population of 2500. This will allow the 2 current stores the opportunity to lay down roots and become successful, or not, depending on the demand of the community. We would hate to be washed out by a corporate giant without having the opportunity to give Okanagan Falls everything we possibly can.

- 2) Competition does not lead to better business in all cases. ERBN is an out-of-province corporation that only sees Okanagan Falls as an opportunity to make money without being truly invested in the well-being and revitalization of the community. With multiple stores in Toronto, other areas in Ontario and Alberta, ERBN is in a financial position to undercut the 2 existing cannabis stores until they are the last store standing. At that point, ERBN will be able to inflate

their prices with no other store to regulate the market; this is not “better business”. You would be replacing a local family, with connections to OK Falls since 1967, with a corporation – I don’t think this preserves the beauty and experience of our community. The retail cannabis industry is still in its infancy and there is still much to learn through all levels of regulations from federal, to provincial, to municipal, and down to each individual store. I would like to be given an honest chance to truly thrive through all adversities before the market share is diluted further.

I am learning that it is particularly challenging to ensure the business is viable. The “legacy” market is quite prominent in OK Falls and with the CSU unable to shut these operations down, the legacy market is thriving here. Also, we are merely 15 minutes away from Oliver and Penticton on both sides where Indigenous Bloom offers extremely low prices and higher concentrations of THC in their products as they too are unregulated. Additionally, Skaha Cannabis on Airport Road in Penticton provides customers with low prices and high THC concentrations for the same reasons. In the bigger picture, licensed stores are limited in the concentration of THC in the products they carry. This proves to be a barrier for customers who were using cannabis prior to legalization. Also, we are not able to offer the same low prices as the legacy market or the unregulated stores on First Nations lands as our prices are set by the LCRB. Furthermore, taxation of the cannabis products, specifically the 20% vape tax applied to all vape products and accessories, forces consumers to rely on other markets instead of the legal market. Thus, from the provincial standpoint, it has become exceedingly difficult for us to attract business from pre-legalization consumers.

- 3) Communities in Ontario are struggling due to the provincial guidelines preventing municipalities from limiting retail cannabis stores to particular areas or capping the number of stores allowed in a community. This leads to cities like Mississauga (population ~828,854) opting out of having any stores at all. This lack of regulation also allows cannabis stores to open next to each other and take over entire streets. In BC, it is important municipalities exercise their rights to regulate the location and number of stores in a community. With the second cannabis store being only 220 meters away from Green Light Cannabis there are already 2 stores within the same block. If approved, ERBN would be less than 300 meters away from Green Light Cannabis in the other direction. I do not think it is in the best interest of Okanagan Falls, or the existing cannabis stores, to have a 3rd cannabis store that close.
- 4) ERBN claims to provide an “elevated” experience and that they will be able to provide assistance in pain management as well as other medical conditions. I would like to re-iterate that I am a practicing Pharmacy Manager in Penticton and am far more qualified than the average budtender to provide medical advice for the use of cannabis in various ailments. I hope those members of the community who choose to use cannabis for various medical conditions, reach out to myself, their own pharmacist, their physicians, or other health care providers as there can be interactions between commonly prescribed medications and cannabis.
- 5) As some of you know, we are a local family trying our absolute best to contribute to the revitalization of Okanagan Falls. In fact, just a few months ago we personally purchased the empty lot at 5208 9th Ave with intentions of turning the vacant lot into a new, combined

commercial and residential space. Our original plans include incorporating 1-2 commercial spaces and 3-4 residential spaces above. Not only would this have made the downtown core more beautiful, but we would have been in the position to create more jobs for local residents. I had arranged for the surveyor to come in this week so that I can start that project as soon as possible, I am having reservations as my efforts will be focused on trying to keep Green Light Cannabis' doors open. If ERBN is approved, then I may not be able to afford to develop 5208 9th Ave at that point, and thus I may not be able to develop that space for years to come, which would be a shame as we are genuinely and personally interested in the beautification of OK Falls.

Locally, OK Falls residents are forced to go into Penticton or Oliver for groceries and other necessities and thus they can purchase their cannabis products at both unregulated and regulated stores in those communities. Due to covid-19, tourism has been lower than usual this year and while we were initially depending on the success of our summer months to carry us through the slower winter months, we have not been able to financially secure ourselves this year. It has been challenging to make ends meet for Green Light Cannabis this year. Fortunately, after in-depth scrutiny by the government, I was able to qualify for the small business covid-19 loan and am therefore able to ensure that my doors remain open.

Further to this, I fear that even if the planning committee denies the application for a third retail cannabis store in Okanagan Falls, that all RDOS will still approve ERBN as the LCRB has provided a referral. ERBN is a corporation out of Ontario with stores on Dundas & Bathurst and one on Young St; the busiest areas of Toronto, they also have 3 stores in Alberta and an application in Summerland. These stores will give ERBN the financial security they need to support their Okanagan Falls store until they are the last ones left. Unfortunately, we do not have the corporate funding to fight that battle. We have already seen multiple situations where corporate mongers will open their doors next to small businesses in West Kelowna, Penticton and Lake country with the intention of undercutting the competition until they simply cannot afford to compete. Where is currently stands, our margin for products is significantly lower than other industries such as pharmacies, liquor stores, and convenience stores.

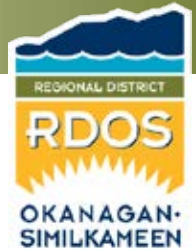
It is imperative that RDOS take all these points into consideration for the long-term benefit of the community. Just because an application meets the bare minimum requirements originally set out by the Province of BC or municipalities, does not mean the business is in the best interest of Okanagan Falls. We are 2.5 years into legalization, and we have all been learning how to navigate this new industry; it is important to adapt and make changes to policies as we grow.

Please do not hesitate to contact me if you have any questions or concerns, or if you would like to discuss anything further.

Sincerely,

Esha Randhawa

ADMINISTRATIVE REPORT



TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 5, 2021

RE: Manufactured Home Park (MHP) Redevelopment Policy Review; and
Update of Hillside / Steep Slope Development Permit Area Policy Review

Administrative Recommendation:

THAT Policy No. P6930-00.01, being the “Manufactured Home Park Redevelopment Policy”, be rescinded;

AND THAT the “Hillside / Steep Slope Development Permit Area Policy” be rescinded.

Background:

At its meeting of March 22, 2007, the Regional District adopted a “Manufactured Home Park Redevelopment Policy” (No. P6930-00.01), which requires “that property owner(s) proposing the redevelopment of a manufactured home park adequately notify and prepare a viable relocation plan for tenants.”

It is understood that this policy was implemented in order to augment the “end of tenancy” notification requirements found under Section 42(1) of the *Manufactured Home Park Tenancy Act*, by providing notice to residents of a manufactured home park that is to be re-developed.

At its meeting of September 7, 2017, the Board adopted an “Update of Hillside / Steep Slope Development Permit Area Policy” which exempted building permit applications from the requirement to obtain a Hillside / Steep Slope Development Permit (HSSDP) and included a “Sunset Clause” whereby the policy would only be in effect for a period of 12 months.

This policy was implemented in order to allow for an amendment to the Electoral Area “D” Official Community Plan (OCP) Bylaw to be enacted formalizing the building permit exemption. An amendment to the OCP Bylaw was adopted by the Board in 2019.

At its meeting of July 22, 2021, the Planning and Development (P&D) Committee of the Board resolved that the “Manufactured Home Park Redevelopment Policy” and “Update of Hillside / Steep Slope Development Permit Area Policy” be rescinded.

Analysis:

Given the Regional District’s current procedures now require the early notification of all rezoning applications and mandate such things as a public information meeting (PIM) prior to Board consideration of 1st reading of an amendment bylaw, the early notification requirements of the MHP Redevelopment Policy are seen to be redundant.

The requirements of the MHP Redevelopment Policy for a relocation plan are also seen to be above and beyond requirements of the *Manufactured Home Park Tenancy Act*, and difficult to enforce through a bylaw amendment (rezoning) process.

In light of the "Update of Hillside / Steep Slope Development Permit Area Policy" no longer being applicable after August 17, 2018, it no longer serves a purpose.

For these reasons, and further to the direction provided by the P&D Committee at its meeting of July 22, 2021, Administration supports the formal repeal of the "Manufactured Home Park Redevelopment Policy" (No. P6930-00.01) and the "Update of Hillside / Steep Slope Development Permit Area Policy".

Alternative:

1. That Policy No. P6930-00.01, being the "Manufactured Home Park Redevelopment Policy" and the "Hillside / Steep Slope Development Permit Area Policy" not be rescinded.

Respectfully submitted:



C. Garrish, Planning Manager

Attachments: No. 1 – Manufactured Home Park Redevelopment Policy (2007)
No. 2 – Update of Hillside / Steep Slope Development Permit Area Policy (2017)

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

POLICY

POLICY NO:	6930-00.01	Page 1 of 2	
SUBJECT:	MANUFACTURED HOME PARK REDEVELOPMENT POLICY		
Effective Date	Amendment	Board Resolution	Administered By
March 22, 2007		B122/07	Planning Services Manager

PREAMBLE

Given that the *Manufactured Home Park Tenancy Act* s. 42(1) states, "that a landlord may end a tenancy agreement by giving notice to end the tenancy agreement if the landlord has all the necessary permits and approvals required by law, and intends in good faith, to convert all or a significant part of the manufactured home park to a non-residential use or a residential use other than a manufactured home park," and

and that the *Local Government Act* s. 895(2) states, "A local government must consider every application for (a) an amendment to [an official community plan bylaw or a zoning bylaw] ..."

the Regional District Okanagan-Similkameen prefers that manufactured home park owners proposing redevelopment of a manufactured home park implement notification and provide information as follows:

1. Manufactured home park (MHP) owners proposing redevelopment of the MHP implement the following notification, without breaching the privacy rights of the tenants:
 - a. Provide written notice of the redevelopment proposal to each tenant at least 30 days prior to submitting the development application to RDOS.
 - b. Advertise public notice of the redevelopment proposal within the MHP.
 - c. Submit copies of notice to each tenant and advertised public notice with the development application.
 - d. Provide information on alternative living arrangements to each tenant and submit this information with the development application.
 - e. Provide information on the development application process to each tenant and submit this information with development application.
 - f. Following submission of the development application, provide written notice to each tenant at least 30 days prior to the RDOS Board consideration of the application.

Commented [CG1]: Does not provide clear direction as to whether the following information "must" be provided with each rezoning application.

Commented [CG2]: GENERAL COMMENT: As a policy and not an application requirement under the Development Procedures Bylaw, it is difficult for staff to enforce these provisions when accepting an application.

Commented [CG3]: While effective in providing early notification of a proposal, this would occur before Regional District staff are formally aware of a proposal and limits ability to respond to any queries from the public.

Commented [CG4]: RDOS rezoning requirements now mandate the placement of a site notice on a property prior to submitting a rezoning application.

Commented [CG5]: RDOS rezoning requirements now require the scheduling of a public information meeting (PIM) and notification of affected residents and property owners within a minimum 100 metre radius prior to consideration of 1st reading.

Commented [CG6]: There is a concern that this provision is not providing sufficient direction to property owners as to the Regional District's expectations.

Commented [CG7]: The Regional District now posts information for each rezoning application on a dedicated web-page specific to that proposal, including current status and next steps.

Commented [CG8]: The Regional District now encourages all residents and property owners to visit the RDOS website in order to obtain information regarding the current status of a rezoning application, including Board consideration.

SUBJECT: MANUFACTURED HOME PARK REDEVELOPMENT POLICY

2. MHP owners proposing redevelopment of the MHP submit with the development application to RDOS, without breaching the privacy rights of the tenants, a relocation plan for tenants including a demographic profile, income, housing needs assessment, relocation preference, manufactured home condition and its potential for relocation.
3. Owners proposing redevelopment of the MHP submit with the development application to RDOS a status report on arrangements accepted by the tenants and relocation options offered to the tenants, without breaching the privacy rights of the tenants, including any consideration given to offering first right of refusal on new dwelling units, affordable housing options on the site, disposal fees for manufactured homes that cannot be relocated, advice on relocation options and in general any consideration addressing the displacement of tenants.
4. MHP owners proposing redevelopment of the MHP include, when providing notice of consideration of the application by the RDOS Board, date, time and location of the meeting, and verify to RDOS this notice was provided to the tenants. A representative of the MHP association and the MHP owner or agent may appear before the Board to express their views regarding the redevelopment.
5. The RDOS Board will consider each MHP redevelopment proposal in the context of a viable relocation plan submitted by the MHP owner, the Board's consideration based on the content of the development application, notification and information provided the MHP tenants, public input and the staff report.

Commented [CG9]: This requirement was flagged as a concern by the P&D Committee at its meeting of January 21, 2016.

Commented [CG10]: This requirement was flagged as a concern by the P&D Committee at its meeting of January 21, 2016.

Commented [CG11]: These notification steps are seen to be otherwise addressed by the new rezoning procedures adopted by the Regional District Board in 2017.

Commented [CG12]: If the Board is of an opinion that a relocation plan is still a valid consideration for a MHP redevelopment proposal, Administration favours this being incorporated into the Electoral Area OCP Bylaws as a policy statement and the Development Procedures Bylaw being amended to provide guidance on the type of information to be included in a Relocation Plan.
NOTE: the requirement for a relocation plan was flagged as a concern by the P&D Committee at its meeting of January 21, 2016.

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BOARD POLICY**

POLICY: Update of Hillside / Steep Slope Development Permit Area Policy

AUTHORITY: Board Resolution dated September 7, 2017

POLICY STATEMENT

The Regional District of Okanagan-Similkameen will not enforce the requirement that the “construction, addition or alteration of a building or other structure”, or the “alteration of land” obtain a Hillside / Steep Slope Development Permit under the Electoral Area “D-2” Official Community Plan (OCP) Bylaw No. 2603, 2013, for a period of 12 months commencing on August 17, 2017.

PURPOSE

At its meeting of August 17, 2017, the Planning and Development (P&D) Committee of the Regional District Board directed staff to “initiate an amendment to the Electoral Area “D-2” Official Community Plan (OCP) Bylaw in order to amend the Hillside and Steep Slope Development Permit Area to apply to subdivisions.”

The purpose of this policy is, therefore, to ensure that building permit applications received prior to the implementation of new HSSDP Area Guidelines (estimated to occur prior to August 17, 2018) are not required to obtain a development permit.

RESPONSIBILITIES

Development Services Department.

PROCEDURES

Building permit applications submitted to the Regional District and involving land designated as a Hillside / Steep Slope Development Permit (HSSDP) Area at Schedule ‘F’ of the Electoral Area “D-2” OCP Bylaw No. 2603, 2013, are not required to obtain a development permit as otherwise required by Sections 23.6.4(b) & (c) of the bylaw.

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 5, 2021

RE: Bylaw No. 2941, 2021 – Area “D” Community Works (Gas Tax) Reserve Expenditure Bylaw

Administrative Recommendation:

THAT reserve expenditure Bylaw No.2941, 2021, being a bylaw to authorize an expenditure of \$156,000 from the Electoral Area “D” Community Works Reserve to fund the replacement of the Tennis/Pickle Ball Court in Okanagan Falls (\$52,000), and complete work at Garnet Family Park (\$104,000) be given first, second, & third readings and be adopted.

Reference:

Bylaw 2403, 2006 - Regional District Okanagan Similkameen Electoral Area “D” Community Works (Gas Tax) Reserve Fund Establishment Bylaw.

Bylaw 2941, 2021 Electoral Area “D” Community Works (Gas Tax) Reserve Expenditure.

Background:

The courts, which are part of the Okanagan Falls Parks and Recreation Service are located at 1134 Cedar Street in Okanagan Falls. The courts are located on land owned by School District No. 53 and managed under a long-term use agreement with the Regional District.

Specifically, the funds will be used for:

- 1) Paving (includes temporary removal of chain-link fencing, patching of existing court surface and installation of a 2” overlay of asphalt)
- 2) Acrylic surfacing and line work (tennis/pickleball hybrid)
- 3) Landscape and irrigation repairs

The Garnet Family Park at Heritage Hills has received a number of new amenities including a public washroom, landscaping and paved trails. The costs for these amenities were funded through the Parks and Recreations service area annual budget and the Electoral Area “D” Community Works

fund. Further work to enhance the park has been requested which is beyond the annual budget amount.

Specifically, the funds will be used at the park for:

- 1) Pathway solar lighting
- 2) Pond fountain/aeration
- 3) Utilities/power upgrades
- 4) Landscaping
- 5) Gates and signage
- 6) Trash receptacles

Analysis:

These projects meet the criteria as set out for the Community Works Gas Tax Program since it provides parks & recreation infrastructure.

Area "D" Community Works Reserve (Gas Tax)

December 31, 2020 Balance	\$ 614,209
2021 Committed Funding	-\$ 283,611
Anticipated 2021 contribution	\$ 195,000
2021 Accrued Interest	\$ 6,142
Balance before Request	<u>\$ 531,740</u>
Less	
Garnet Family Park	-\$ 104,000
Tennis/Pickle Ball	-\$ 52,000
Anticipated December 31, 2021 Balance	<u><u>\$ 375,740</u></u>

Alternatives:

Status Quo – Park improvements do not occur.

Respectfully submitted:

“Mark Woods”

M. Woods, Community Services General Manager

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2941, 2021

A bylaw to authorize the expenditure of monies from the Electoral Area 'D' Community Works Reserve Fund for the completion of Area "D" Garnet Family Park and replacement of the Tennis/Pickle Ball court.

WHEREAS Section 377 of the Local Government Act, and Section 189 of the Community Charter authorises the Board, by bylaw adopted by at least 2/3 of its members, to provide for the expenditure of any money in a reserve fund and interest earned on it;

AND WHEREAS the 'Electoral Area 'D' Community Works Reserve Fund' has sufficient monies available for community capital projects;

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 the Electoral Area "D" Community Works Reserve Expenditure Bylaw No. 2941, 2021"
2. The expenditure of \$156,000 from the Electoral Area "D" Community Works Reserve Fund is hereby authorized as follows:
 - \$104,000 to use towards the completion of the Garnet Family park
 - \$ 52,000 for the replacement of Ok Falls Tennis/Pickle Ball Court.

READ A FIRST, SECOND, AND THIRD TIME this ____ day of ____, 2021

ADOPTED this ____ day of ____, 2021

RDOS Board Chair

Corporate Officer

ADMINISTRATIVE REPORT

TO: Corporate Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: August 5, 2021

RE: Bylaw No. 2789.01 Board Procedure Amendment Bylaw

Administrative Recommendation:

THAT Bylaw No. 2789.01, being a bylaw to amend the Board Procedure Bylaw, be read a first, second and third time and be adopted.

Purpose:

To amend the Board Procedure Bylaw to incorporate changes resulting from the Municipal Affairs Statutes Amendment Act 2021 and other minor housekeeping updates.

Reference:

Bill 10, Municipal Affairs Statutes Amendment Act, 2021

Business Plan Objective: *(Tie to current RDOS Business Plan)*

2.2.1 By improving bylaws, policy and process within the organization

Background:

Board Procedure Bylaw No. 2789, 2021 was adopted April 1, 2021. The bylaw regulates the meetings of the Regional District Board of Directors, the Regional Hospital District Board of Directors and the conduct thereof.

The amendment bylaw was discussed at the July 22, 2021 Corporate Services Committee.

Analysis:

Bylaw No. 2789.01 contains the following material changes:

- Requirement to include in the notice of the meeting whether the meeting is to be conducted electronically;
- Requirement to include in the notice of the meeting the place where the public may attend the proceedings that are open to the public;
- Removal of the requirement for Chair's authorization for a member to participate by means of electronic or communication facility;
- provision for Regular Board and Committee meetings to be held electronically, when authorized by Provincial enactment;

- clarification that a member participating by electronic means is deemed to be present at the meeting.

Alternatives:

1. THAT consideration of Bylaw No. 2789.01 be deferred.
2. THAT Bylaw No. 2789.01 be abandoned.

Communication Strategy:

The Board Procedure bylaw is available on the RDOS website.

Respectfully submitted:

C. Malden, Manager of Legislative Services

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2789.01, 2021

A bylaw to amend Board Procedure Bylaw No. 2789, 2021.

The 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 Board Procedure Bylaw No. 2789.01, 2021.
2. Board Procedure Bylaw No. 2789, 2021 is amended by:

(i) Amending Section 3.1 **DEFINITIONS** as follows:

(a) Replace “Chair” in its entirety with the following:

“Chair” means, where the context requires, the Chair of the Board of Directors of the Regional District of Okanagan-Similkameen elected pursuant to the *Local Government Act*; **and, the Chair of the Board of Directors of the Okanagan Similkameen Regional Hospital District elected pursuant to the *Hospital District Act***; or, the person appointed as Chair, or other person presiding at a meeting of the Board or Committee.

(b) Replace “Vice-Chair” in its entirety with the following:

“Vice-Chair” means, where the context requires, the Chair of the Board of Directors of the Regional District of Okanagan-Similkameen elected pursuant to the *Local Government Act*; **and, the Chair of the Board of Directors of the Okanagan Similkameen Regional Hospital District elected pursuant to the *Hospital District Act***; or, the person appointed as Chair, or other person presiding at a meeting of the Board or Committee.

(ii) Replacing Section 4.10 in its entirety with the following:

“4.10 At least 48 hours before a regular Board or Committee meeting, the Corporate Officer must give notice of the meeting agenda, including confirmation of the time, place and date, by:

- (a) Posting the agenda on the Public Notice Posting Place at the Regional District administration office;
- (b) Leaving copies of the agenda at a public counter at the Regional District administration office for distribution to members of the public as requested;
- (c) Providing an electronic copy to each member of the Board;
- (d) Provide the way in which the meeting is to be conducted by means of electronic or other communication facilities and defining the details of how to attend, if applicable;
- (e) The place where the public may attend to hear or watch and hear the proceedings that are open to the public.

- (f) When providing an electronic copy is not possible, a paper version shall be provided.”

(iii) Replacing Section 4.15 in its entirety with the following:

“4.15 Provided the conditions set out in Regional District Electronic Meetings Regulation 271/2005 are met:

- (a) A Special meeting may, upon authorization of the Chair, be conducted by means of electronic or other facilities;
- (b) A member of the Board or Committee who is unable to attend at a Board or Committee meeting, may participate in the meeting by means of electronic or communication facility;
- (c) If authorized by Provincial enactment, Regular Board and Committee meetings may be held electronically;
- (d) A member participating by means of electronic or communication facility is deemed to be present at the meeting.”

READ A FIRST, SECOND, AND THIRD TIME this ____ day of ____, 2021.

ADOPTED BY AT LEAST 2/3 OF THE VOTE this ____ day of ____, 2021.

RDOS Board Chair

Corporate Officer

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 5, 2021

RE: Oliver and District Arena Loan Authorization Bylaw No. 2844, 2019

Administrative Recommendation:

THAT Bylaw No. 2942, Oliver and District Arena Conversion and Service Establishment Bylaw, be read a first, second and third time; and,

THAT third reading of Oliver and District Arena Loan Authorization Bylaw No. 2844, 2019 be rescinded to amend the amount to be borrowed from \$900,000 to \$2,600,000; and,

THAT third reading of Oliver and District Arena Loan Authorization Bylaw No. 2844, 2019 be re-read a third time as amended and forwarded to the Inspector of Municipalities for approval; and,

THAT upon approval by the Inspector of Municipalities, participating area approval for the adoption of Oliver and District Arena Loan Authorization Bylaw No. 2844 be obtained from the electorate within the Oliver and District Arena service area through an alternative approval process in accordance with the *Local Government Act*;

THAT the deadline for submitting elector response forms in relation to Bylaw No. 2844 to the Manager of Legislative Services is no later than 4:30 p.m. on Monday October 25, 2021;

THAT the elector response form attached to the report dated August 5, 2021 be the approved form for Bylaw No. 2844 alternative approval process;

THAT the total number of eligible electors to which the alternative approval process applies is 7541;

THAT the number of elector responses required to prevent the bylaw from proceeding without a referendum is 754.

Purpose:

To increase the amount of funds that may be borrowed to make the necessary capital repairs to the Oliver & District Arena in order to keep it operational in 2022.

Reference:

Supplementary Letters Patent dated January 9, 1968 and January 22, 1969
Oliver Parks and Recreation Society resolution and staff report dated July 19, 2021

Business Plan Objective:

Key Success Driver 3.0: Build a Sustainable Community.

Background:

The Oliver and District Arena function was established through a Supplementary Letters Patent (SLP) issued July 9, 1968. Through a service agreement, Oliver Parks and Recreation Society operates the arena on behalf of the Regional District which owns the asset. Residents from the Town of Oliver and Electoral Area "C" fund the operation and maintenance of this facility.

Built in 1969, the arena building structure itself has a serviceable life of 75 years. Many of the key components have reached the end of service life and are prematurely failing. In order to maximize the efficiency and life span of the facility these other components should be replaced. The estimated cost for these replacements is up to 3 million dollars over the next 5 years.

In addition, the facility overall is not barrier-free compliant, and several upgrades to washrooms, dressing rooms, entrances and viewing areas are required to meet accessibility standards. Initial investigations have determined that the bleachers, stairs and handrails are still in their original wood frame construction state and do not meet current safety and fire regulations.

The Regional District applied for Investing in Canada Infrastructure Program (ICIP) grants in 2019 but the application was unsuccessful. The project was revised into smaller phases based on need and changes in the amount of potential funding through grant opportunities and another grant application was submitted. That application is still under review. It is expected that successful applicants will be informed in September.

Analysis:

During analysis of the Oliver and District Loan Authorization Bylaw No. 2844, it was determined that the SLP limits the amount of debt the Regional District is permitted to incur to \$200,000. In order to proceed with the loan authorization bylaw and complete the capital upgrades to the arena, it is necessary to convert the SLP to a service continuation and establishment bylaw. The establishment bylaw will require consent from the Town of Oliver as well as the Inspector of Municipalities prior to adoption.

Due to the uncertainty surrounding the grant application, as well as the timeline required to obtain approval from the Ministry of Municipal Affairs and complete the public assent process, the Oliver Parks and Recreation Society passed the following resolution at their July 19, 2021 meeting:

"It was MOVED and SECONDED that the Society direct staff to request that third reading of the Oliver & District Arena Loan Authorization Bylaw No. 2844, 2019 be rescinded to amend the amount to be borrowed from \$900,000 to \$2,600,000 (total cost of the project \$3,145,350 - \$253,814.38 from Arena Tangible Capital Asset Reserve Bylaw – 291,535.62 from OPRS Services Reserve Bylaw)

AND

That staff be directed to formally request that the RDOS seek approval from the Ministry for an Alternative Approval Process for public assent to borrow the amount of funds required for the Oliver & District Arena Rehabilitation Project.

Edwards/Grice CARRIED”

The Board of Directors resolved on February 7, 2019 that participating area approval for the adoption of the loan authorization bylaw be obtained through a referendum process. However, as noted in their resolution above, the Society has requested that participating area approval be obtained by an alternative approval process (AAP). The Board should be aware that in addition to expense of a referendum (approximately \$10,000 compared to \$1,000 for an AAP), the timing for a referendum is longer, generally an 80 day process, compared to an AAP which may be as short as 32 days, after Inspector approval.

The debt servicing will cost an average household in Oliver \$29.39 per year, and in Electoral Area “C” \$27.31 per year. In 2023, the first year in which debt payments will be required, the operational costs and debt servicing will cost an average household in Oliver \$109.03 per year and in Electoral Area “C” \$101.31 per year.

Elector Approval

Section 345 of the Local Government Act and Section 86 of the Community Charter outline the requirements of an AAP. The Board must establish a deadline for elector response forms, establish an elector response form, and determine the number of eligible electors in the service area.

Staff proposes advertising as follows:

Newspaper	Ads published
Oliver Chronicle	Wednesday September 15,2021; Wednesday September 22, 2021

The deadline for elector response forms must be at least thirty days after the second publication date advertised; therefore, the deadline date will be Monday October 25, 2021.

The Information Services department has determined the number of eligible electors within the service area to be 7541. If the number of elector response forms signed is less than 10% of the estimated eligible electors, the Board may consider adopting the bylaw. If the number of elector response forms signed is more than 10% of the estimated eligible electors, the bylaw would require elector assent through referendum.

Communication Strategy:

Staff will be developing a communication plan that includes, but is not limited to, the following public engagement initiatives:

1. Although the statutory requirement for advertising AAPs is limited to two ads in a single newspaper, the Regional District will also advertise the AAP on the RDOS Facebook and Twitter social media sites.

2. A data sheet containing the details of the bylaw and AAP process will be included on the AAP webpage, along with the required forms and bylaws.
3. The Province has developed a guide for local governments in BC on the alternative approval process. The guide, although created primarily for local government staff and elected officials, contains information which is an excellent resource for the public in helping to understand why an AAP is held instead of an Assent Vote (referendum). Staff has developed a more condensed guide geared specifically towards the public and a copy will be available on the AAP webpage.

Alternatives:

1. THAT the Board of Directors decline to convert the Supplementary Letters Patent to an service establishment bylaw.
2. THAT Board of Directors not increase the proposed loan authorization amount in Bylaw nO. 2844 from \$900,000.
3. THAT participating area approval be obtained by referendum.

Respectfully submitted:

"Gillian Cramm"

G. Cramm, Legislative Services Coordinator

Endorsed by:

"Christy Malden"

C. Malden, Manager of Legislative Services

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2942, 2021

A bylaw to convert and establish a service to construct, operate and maintain an arena within the Town of Oliver

WHEREAS by Supplementary Letters Patent dated July 9, 1968, as amended by Supplementary Letters Patent dated January 22, 1969, the Regional District was granted the function of constructing, operating and maintaining a skating within the Regional District with only the Town of Oliver and Electoral Area "C" participating;

AND WHEREAS the *Local Government Act* authorizes the Regional District Board to convert a function established by supplementary letters patent to a service exercised under the authority of a bylaw establishing the service;

AND WHEREAS the Board has obtained the required consent of at least 2/3 of the participants of the original function;

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 the Oliver and District Arena Conversion and Service Establishment Bylaw No. 2942, 2021.

2 CONVERSION AND ESTABLISHMENT

2.1 The function of constructing, operating and maintaining a skating arena as established by Supplementary Letters Patent dated July 9, 1968, and as amended by Supplementary Letters Patent dated January 22, 1969 is converted and established as the Oliver and District Arena Service.

2.2 The Board may operate the service and without limitation, enter into a contract with a third party to implement the service.

3 SCOPE OF SERVICE

3.1 The service established by this bylaw is to construct, maintain and operate the Oliver and District Arena.

4 SERVICE AREA

4.1 The boundaries of the service area are the boundaries of Electoral Area "C" and the Town of Oliver.

5 PARTICIPATING AREAS

5.1 The participating areas are Electoral Area "C" and the Town of Oliver.

6 METHODS OF COST RECOVERY

- 6.1 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] of the *Local Government Act*;
 - b. parcel tax imposed in accordance with Division 3 of the *Local Government Act*;
 - c. fees and charges imposed under section 397 [imposition of fees and charges] of the *Local Government Act*.
 - d. revenues raised by other means authorized under a provincial enactment;
 - e. revenues received by way of agreement, enterprise, gift, grant or otherwise.

7 LIMIT

7.1 The maximum amount that may be requisitioned annually for the service shall not exceed \$650,000 or \$0.3649 per \$1,000 net taxable value of land and improvements in the service area, whichever is greater.

READ A FIRST, SECOND, AND THIRD TIME this ___ day of ____, 20__

ELECTORAL AREA DIRECTOR CONSENT OBTAINED this ___ day of ____, 20__

TOWN OF OLIVER CONSENT OBTAINED this ___ day of ____, 20__

APPROVED by the Inspector of Municipalities this ___ day of ____, 20__

ADOPTED this ___ day of ____, 20__

RDOS Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ___ day of ____, 20__

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2844, 2019

A bylaw to authorize the long term borrowing for the capital costs associated with the upgrades to the Oliver and District Arena.

WHEREAS the Board of the Regional District of Okanagan Similkameen has authority through supplementary letters patent dated July 9, 1968, to construct, operate and maintain a skating arena in the Town of Oliver;

AND 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 estimated cost of capital upgrades to the Oliver and District Arena including expenses incidental thereto is the sum of three million, one hundred and forty five thousand, three hundred and fifty dollars (\$3,145,350) of which the sum of two million, six hundred thousand dollars (\$2,600,000) is the amount of debt intended to be borrowed by this bylaw;

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 years;

AND WHEREAS the authority to borrow under this bylaw expires five (5) years from the date on which this bylaw is adopted;

NOW THEREFORE, the Board of the Regional District of Okanagan-Similkameen in open meeting assembled enacts as follows:

1.0 LOAN AUTHORIZATION

1.1 The Regional Board is hereby empowered and authorized to undertake and carry out or cause to be carried out capital costs associated with the upgrades to the Oliver & District Arena, serving the Town of Oliver and Electoral Area "C", 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:

- a) To borrow upon the credit of the Regional District a sum not exceeding two million, six hundred thousand dollars (\$2,600,000).

- b) 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 capital costs associated with the upgrades to the Oliver & District Arena.

2.0 TERM OF DEBENTURE.

- 2.1 The maximum term for which debentures may be issued to secure debt created by this bylaw is twenty (20) years.

3.0 CITATION

- 3.1 This bylaw may be cited as Oliver and District Arena Loan Authorization Bylaw No. 2844, 2019

READ A FIRST, SECOND, AND THIRD TIME this 7th day of February, 2019

THIRD READING RESCINDED AND RE-READ A THIRD TIME AS AMENDED this 15th day of October, 2020

THIRD READING RESCINDED AND RE-READ A THIRD TIME AS AMENDED this ____ day of ____, 202__

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this ____ day of ____, 202__

RECEIVED THE APPROVAL OF THE ELECTORS this __ day of ____, 20__

ADOPTED this ____ day of ____, 202__

RDOS Board Chair

Corporate Officer

From: [Gillian Cramm](#)
To: [Gillian Cramm](#)
Subject: FW: Society resolution Oliver & District Arena
Date: July 26, 2021 12:04:42 PM
Attachments: [Staff Report- Oliver & District Arena Rehabilitation Project.doc](#)

From: Carol Sheridan <Carol@oliverrecreation.ca>
Sent: July 21, 2021 9:32 AM
To: Christy Malden <cmalden@rdos.bc.ca>
Subject: Society resolution Oliver & District Arena

Hi Christy,

At the regular meeting of the Oliver Parks and Recreation Society on Monday July 19, I presented a report (attached) on the status of the Oliver & District Arena Rehabilitation Project and the need to secure the funds required to make the necessary repairs in 2022. Discussion ensued regarding the use of capital reserves versus borrowing through the MFA to complete the required works as well as the different methods to obtain public assent to borrow funds for this project.

The Society Board of Directors passed the following resolution:

It was MOVED and SECONDED that the Society direct staff to request that third reading of the Oliver & District Arena Loan Authorization Bylaw No. 2844, 2019 be rescinded to amend the amount to be borrowed from \$900,000 to \$2,600,000 (total cost of the project \$3,145,350 - \$253,814.38 from Arena Tangible Capital Asset Reserve Bylaw – 291,535.62 from OPRS Services Reserve Bylaw)

AND

That staff be directed to formally request that the RDOS seek approval from the Ministry for an Alternative Approval Process for public assent to borrow the amount of funds required for the Oliver & District Arena Rehabilitation Project.

Edwards/Grice CARRIED

My report is pretty lengthy but please take what you want from it or if you need me to prepare a brief one August 5 let me know.

Please advise if anything else is required to get this on the agenda.

Thanks!

Carol Sheridan (she/her/hers)
Manager, Oliver Parks and Recreation
President-Elect, RFABC
carol@oliverrecreation.ca

250-498-4985 ex 201

I acknowledge my work place is within the ancestral, traditional, and unceded territory of the Syilx people of the Okanagan Nation.

**STAFF REPORT
OLIVER PARKS AND RECREATION SOCIETY**

From: Carol Sheridan, Manager of Parks and Recreation

Date: July 16, 2021

Subject: Oliver & District Arena Rehabilitation Project

Action: Resolution required

1.0 PURPOSE:

The purpose of this report is to seek approval from the Society to request that the RDOS rescind and amend the Oliver & District Arena Loan Authorization Bylaw currently at third reading to borrow the funds required to make the necessary repairs to keep the Oliver & District Arena operational in 2022 and to request the preferred method for public assent be received.

2.0 BACKGROUND:

The Oliver & District Arena is currently and will continue to be an asset owned, managed and maintained by the RDOS. The Regional District has a long-standing partnership agreement with the Oliver Parks and Recreation Society for the operation of recreation facilities including the arena in Oliver as well as the provision of recreation services in Oliver and Area "C".

The Arena facility was first opened in February of 1969 and the 50th anniversary of this milestone was celebrated in 2019. The Society undertook a Facility Condition Life Cycle Assessment of the building in 2017, which indicates that while the original elements present in the building are now 50 years old, the average life expectancy for the structural concrete foundation elements and the structural steel superstructure are approximately 75 years. The average life time expectancy for the metal cladding and metal roofing are both 40 years. The average life time expectancy for the SBS roofing materials are 25 years, while the windows and doors are expected to perform adequately as intended for 40 and 30 years respectively. Therefore, we anticipate that the cladding, roof systems, and both the windows and doors will all need to be replaced once before the entire building reaches the end of its life cycle over the next 27 years. The replacement cost for the entire building (as is) is estimated to be \$7,794,468. In short, while the building structure itself has another 25 years of life, several key components will need to be replaced. The secondary cooling system (brine lines) and concrete slab floor, which are critical for operations of an ice facility, have prematurely failed and need to be replaced at the earliest possible date to ensure the consequence of this failure does not increase to where the facility is not operational. The existing bleachers, stairs and handrails are difficult to navigate by children, older adults and those with mobility challenges and do not meet safety standards. The layout of the lobby entrance and the single gate onto the ice surface no longer serve the large numbers of community members using the facility. The scorecard from a recent Accessibility Assessment completed by the Rick Hansen

Foundation (October 2018) indicated many deficiencies resulting in the building scoring 55% which is below the level required for certification.

The first phase of the overall desired improvement to the Oliver & District Arena (see attached Arena Study Report done by Carscadden Stokes MacDonald Architects Ltd.) is being presented as a single project as breaking it down further into smaller phases will not meet the program outcomes and requirements for energy efficiency and accessibility. The replacement of the ice slab, looped cooling system and rink boards must all happen at one time and the proposed energy recovery system is tied directly into these refrigeration components. In our small rural community, facility closure for construction over multiple phases may have a negative impact on residents, stakeholders and employees so the preferred option is to complete this priority phase at one time.

Phase 1 of the Oliver & District Arena Rehabilitation and Energy Recovery project has been included in the 5-year financial plan bylaw and the RDOS Board of Directors 3rd reading of the 5-year financial plan bylaw took place on October 29, 2020. Improvements to the Oliver & District Arena project were included in the 2019-2023 financial plan as a complete project at a total cost of \$9.8M with a local government share of \$2.6M, however the 2019 ICIP grant application was not successful. The project was revised into smaller phases based on need and changes in the amount of potential funding through grant opportunities and another grant application was submitted for the second round of the Investing in Canada Infrastructure Program with 2 different funding streams, the Community, Culture and Recreation Stream (CCR) and the Rural and Northern Community Infrastructure (RNC) Stream. The application under the CCR stream is still under review, it is expected that successful applicants would be informed in September of 2021.

The total cost of the Arena Rehabilitation project is estimated at \$3,145,350. If the ICIP grant is successful, the RDOS share of the project would be \$838,865. A loan authorization bylaw for the amount of \$900,000 currently sits at third reading with the RDOS Board of Directors (attached to this report). Due to the uncertainty surrounding the grant application and the timeline required to seek approval from the RDOS, send the bylaw down to the Ministry for preliminary approval, preparation and execution of a public assent process and a final adoption of the bylaw by the RDOS if the process is successful, staff are recommending that the Society request that the RDOS rescind third reading of the bylaw and have the Board re-read third as amended through resolution from the Society to borrow the amount required for the project at their meeting on Thursday August 5.

At December 31st, 2020 the amount of funds in the Arena Tangible Capital Asset Reserve Bylaw was \$253,814.38 and the amount of funds in the overall OPRS Services Reserve Bylaw was \$1,664,989.88. Due to the age of all recreation infrastructure in Oliver/Area "C" and the need to have the funds required to follow the capital improvement plan to maintain the life cycle of these facilities, staff would advise that borrowing the majority or all of the required funds through the Municipal Funding Association may be the preferred method of financing the project rather than draining tangible capital asset establishment bylaws to fund the works.

The 2 main methods for public assent are referendum and alternative approval process (AAP). From Christy Malden, Manager of Legislative Services with the RDOS: “each method to receive assent has benefits and drawbacks. An AAP is significantly less expensive (around \$1000 compared to \$10,000 for a referendum) and is very suitable for borrowing for something that the community is very aware of.” The Oliver and Area “C” community is very well connected through traditional means of communication and local media as well as through civic engagement. The Oliver Parks and Recreation Society would publish information releases for public information on the organizations website and through social media channels regarding planning and development of infrastructure and services. Current levels of service provided are reported on regularly at Society monthly public meetings and those reports are published on the organizations website. During the annual budget process variances from one year to another in operational revenues and expenses as well as capital improvement plans for recreation infrastructure are presented at public meetings of the Town of Oliver Mayor and Council and the Regional District of Okanagan-Similkameen.

In the case of the Oliver & District Arena, plans for the repair and rehabilitation have been ongoing for several years and engagement activities have included meetings with stakeholders groups, open houses with concept designs for feedback and a special event in Feb 2019 that brought hundreds of residents together at the facility to celebrate the 50th anniversary of the arena and what rehabilitation is needed to ensure the current levels of service can continue to be provided.

3.0 ACTION: The Society could take any of the following actions:

1. Take no action.
2. Direct staff to amend their recommendation.
3. Direct staff to request that the RDOS rescind third reading and amend the Oliver & District Arena Loan Authorization Bylaw to \$1,300,000 (total cost of the project \$3,145,350 - \$1,664,989 + \$253,814.38 from OPRS Services and Arena Tangible Capital Asset Reserve Bylaws) and seek approval from the Ministry for an Alternative Approval Process for public assent.
4. Direct staff to request that the RDOS rescind third reading and amend the Oliver & District Arena Loan Authorization Bylaw to \$2,900,000 (total cost of the project \$3,145,350 - \$253,814.38 from the Arena Tangible Capital Asset Reserve Bylaw) and seek approval from the Ministry for an Alternative Approval Process for public assent.
5. Direct staff to request that the RDOS rescind third reading and amend the Oliver & District Arena Loan Authorization Bylaw to reflect the total cost of the project \$3,200,000 and seek approval from the Ministry for an Alternative Approval Process for public assent.

Staff recommends that the Society direct staff to seek approval through the RDOS to rescind third reading and amend the Oliver & District Arena Loan Authorization Bylaw to include the total cost of the project \$3,200,000 and seek approval from the Ministry for an Alternative Approval Process for public assent.



**OLIVER AND DISTRICT ARENA
LOAN AUTHORIZATION BYLAW NO. 2844, 2019
Elector Response Form**

I am **OPPOSED** to the adoption of Oliver and District Arena Loan Authorization Bylaw No. 2844, 2019 by the Regional Board of the Regional District of Okanagan-Similkameen, whereby the said bylaw would authorize the Regional Board to borrow a sum not more than two million, six hundred thousand dollars (\$2,600,000) for the capital costs associated with the upgrades to the Oliver and District Arena, and

I, the undersigned, hereby certify that:

- I am eighteen years of age or older; and
- I am a Canadian Citizen; and
- I have resided in British Columbia for at least six months; and
- I am a resident of the Oliver and District Arena service area (Town of Oliver or Electoral Area "C"), OR I have been a registered owner of real property in the Oliver and District Arena service area (Town of Oliver or Electoral Area "C") for at least 30 days; and
- I am not disqualified by law from voting in local elections; and
- I am entitled to sign this elector response form, and have not previously signed an elector response form related to Bylaw No. 2844, 2019.

ELECTOR'S FULL NAME (print)
RESIDENTIAL ADDRESS¹ (AND mailing address if different from residential address)
SIGNATURE OF ELECTOR

See the reverse side of this form for further information regarding the petition process.

¹ Non-resident Property Electors must include the address of their property in order to establish their entitlement to sign the petition.



OLIVER AND DISTRICT ARENA LOAN AUTHORIZATION BYLAW NO. 2844, 2019 Elector Response Form

Pursuant to Section 269 of the *Local Government Act*, the Regional Board of the Regional District of Okanagan-Similkameen is proposing to seek the assent of the electors of the Regional District by alternative approval process in accordance with Section 86 of the *Community Charter*. The question before the electors is whether they are opposed to the adoption of Oliver and District Arena Loan Authorization Bylaw No. 2844, 2019, which, if adopted, will authorize the Regional Board to borrow a sum not more than two million, six hundred thousand dollars (\$2,600,000) for the capital costs associated with the upgrades to the Oliver and District Arena.

INSTRUCTIONS

1. If you are opposed to the adoption of Bylaw No. 2844, 2019, you can sign an elector response form **if you qualify as an elector of the service area.**
 2. If you are NOT opposed to the adoption of the bylaw, you need do nothing.
 3. To sign an elector response form you MUST meet the qualifications as either a Resident Elector or a Non-Resident (Property) Elector of the service area (Town of Oliver or Electoral Area "C"). If you are unsure if you qualify, please contact the Regional District Office at 492-0237.
 4. Each Elector Response form may be signed by one elector of the Regional District.
-

1.

All Elector Response Forms must be received by the Regional District on or before 4:30 p.m. on **Monday October 25, 2021** to be considered.

No faxed or emailed elector response forms will be accepted; must be **original signatures.**

2.

The number of electors in the service area is estimated to be 7541. If ten (10%) percent [754 electors] of the estimated number of electors in the Regional District sign an elector response form in opposition to the adoption of the said bylaw, Regional District cannot adopt the bylaw without receiving the assent of the electors by referendum.

3.

For further information, contact:

Christy Malden
Manager of Legislative Services
Regional District of Okanagan-Similkameen
101 Martin Street
Penticton, BC V2A 5J9
250-490-4146
1-877-610-3737 [toll free]
cmalden@rdos.bc.ca



Oliver and District Arena Loan Authorization Bylaw BYLAW No. 2844, 2019

Notice of Alternative Approval Process

NOTICE IS HEREBY GIVEN pursuant to Section 86 of the Community Charter that the Board of Directors of the Regional District of Okanagan-Similkameen seek the approval of the electors with the boundaries of the Oliver and District Arena service area (Town of Oliver and Electoral Area "C") for the adoption of Oliver and District Loan Authorization Bylaw No. 2844, 2019.

In general terms, the bylaw would authorize the Regional Board to borrow a sum not more than two million, six hundred thousand dollars (\$2,600,000) for the capital costs associated with the upgrades to the Oliver and District Arena.

The alternative approval process applies to qualified electors within the Oliver and District Arena Service Area, (Town of Oliver and Electoral Area "C").

PLEASE TAKE NOTICE THAT the Regional District may proceed with the approval of Oliver and District Arena Loan Authorization Bylaw No. 2844 unless at least ten percent (10%) of the qualified electors (those meeting the criteria below) within the Oliver and District Arena service area indicate their opposition by signing the Elector Response Form.

The Regional District has estimated the total number of qualified electors in the service area to be 7541 and that 10% of that number, or 754 qualified electors, must submit signed Elector Response Forms to prevent the Regional District from adopting the bylaw without the full assent of the electors by referendum.

An elector response form must be in the form established by the Regional District. Elector Response Forms are available from the Regional District office, including by mail, fax, or email, on request or on the Regional District website at www.rdos.bc.ca.

The deadline for delivering the original signed Elector Response Form to the Regional District is 4:30 pm on Monday October 25, 2021.

The only persons entitled to sign an Elector Response Form are those who meet the following criteria:

Resident electors must:

- (a) be 18 years of age or older;
- (b) be a Canadian citizen;
- (c) be a resident of British Columbia, for at least 6 months;
- (d) be a resident of the Oliver and District Arena service area; and
- (e) not be disqualified by an Provincial enactment, or otherwise disqualified by law, from voting in an election.

Non-Resident property electors must:

- (a) not be entitled to register as a resident elector of the Oliver and District Arena service area;
- (b) be 18 years of age or older;
- (c) be a Canadian citizen;
- (d) be a resident of British Columbia, for at least 6 months;
- (e) be a registered owner of real property in the Oliver and District Arena service area for at least 30 days;
- (f) not be disqualified by any Provincial enactment or otherwise disqualified by law, from voting in an election; and
- (g) only register as a non-resident property elector in relation to one parcel of real property in a jurisdiction.

The bylaw is available for public inspection at the Regional District Office 101 Martin Street, Penticton, BC, weekdays (excluding statutory holidays) between the hours of 8:30 a.m. to 4:30 p.m., or alternatively, on our website at www.rdos.bc.ca.

For more information on the alternative approval process please contact:

Christy Malden, Manager of Legislative Services
101 Martin Street, Penticton, BC V2A 5J9
250-490-4146 1-877-610-3737 [toll free]
cmalden@rdos.bc.ca

ADMINISTRATIVE REPORT

TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: August 5, 2021
RE: Town of Oliver Boundary Adjustment

Administrative Recommendation:

THAT the Board of Directors approve the proposed boundary adjustment proposal from the Town of Oliver, which would see the inclusion of 6450 Spartan Street into the Town of Oliver boundary and removed from Electoral Area "C".

Purpose:

To facilitate the inclusion of 6450 Spartan Street within the Town of Oliver boundaries.

Reference:

Town of Oliver Council resolution dated July 2, 2021

Background:

The Town of Oliver has requested comment from the Regional District regarding their request to the Province of British Columbia to include 6450 Spartan Street in the Town boundary. The subject property is owned by the Town of Oliver.

Analysis:

The property is contiguous with the current boundary between the Town of Oliver and Electoral Area "C".

There will be no financial implications as a result of the proposed boundary change as the property is currently tax exempt.

The property is currently the subject of a cell tower proposal and because it is in Area "C", despite being owned by the Town, the cell tower proponent has had to follow Regional District requirements as contained in the *Communication Towers/Antenna Systems Approval Process and Location & Design Guidelines* policy.

Incorporating this parcel within the Town boundary may simplify the process for this particular project.

Several bylaw amendments will be necessary to revise the mapping to reflect changes to service area boundaries and land use designations.

Alternatives:

1. THAT the Board of Directors oppose the boundary adjustment proposal from the Town of Oliver for 6450 Spartan Street.

Respectfully submitted:

"Gillian Cramm"

G. Cramm, Legislative Services Coordinator

Endorsed by:

"Christy Malden"

C. Malden, Manager of Legislative Services

CAO

July 7, 2021

Chair Karla Kozakevich
RDOS Board Members
Regional District of Okanagan Similkameen (RDOS)
101 Martin Street
Penticton, BC V2A 5J9

Dear Chair Kozakevich and Board Members:

Re: Town of Oliver Boundary Adjustment to include 6450 Spartan Street

I am writing to you today to seek your comments in regards to the Town of Oliver completing a Boundary redefinition request to the Province of British Columbia to include 6450 Spartan Street in the Town of Oliver Boundary.

The redefinition would allow the Town of Oliver to bring the town-owned parcel at 6450 Spartan Street into the municipal boundary. Currently, this town-owned parcel is identified within the Regional District of Okanagan Similkameen boundary, and it is necessary for the Town of Oliver to undertake a referral process with the Regional District of Okanagan Similkameen with respect to this boundary redefinition.

Please find enclosed a Parcel Report and a certified resolution from our June 28, 2021 Regular Open Council meeting which provides Council's direction to proceed with a redefinition request for 6450 Spartan Street, legally described as Lot 1, Plan KAP15192, District Lot 2450s, Similkameen Division of Yale Land District, PID: 008-875-529.

The Town of Oliver respectfully asks that this request be considered by the RDOS Board.

Yours truly,



Martin Johansen
Mayor

Attachments

cc Council

RECEIVED
Regional District

JUL - 9 2021

101 Martin Street
Penticton BC V2A 5J9



CERTIFIED RESOLUTION

I hereby certify that the following is a true and correct copy of a resolution passed by Council of the Town of Oliver at the Regular Open meeting on June 28th, 2021.

R-179/2021

MOVED and SECONDED

That Council direct staff to proceed with the boundary redefinition request to the Province of British Columbia for 6450 Spartan Street, legally described as Lot 1, Plan KAP15192, District Lot 2450s, Similkameen Division of Yale Land District, PID: 008-875-529.

CARRIED

Dated this 2nd day of July, 2021.

CERTIFIED A TRUE COPY:



Diane Vaykovich, CMC
Corporate Officer

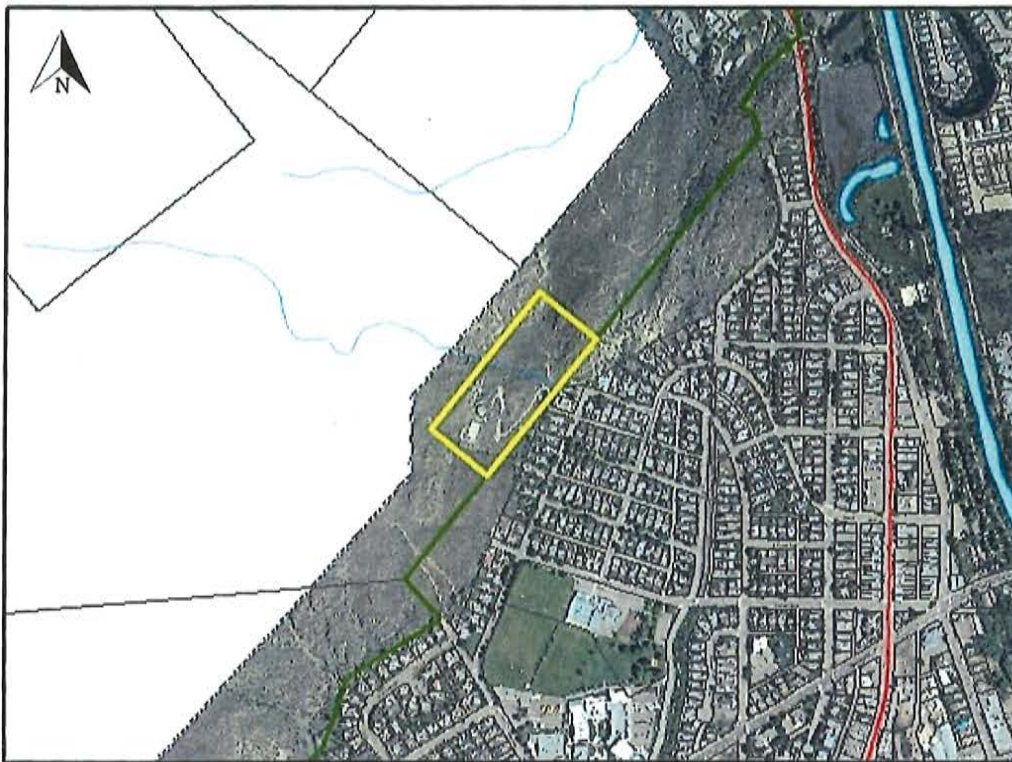




6150 Main Street
 PO Box 638
 Oliver, BC V0H1T0
 Ph. (250)485-6200; Fax 498-4466
 General e-mail: admin@oliver.ca

PARCEL REPORT

Created on: 04-May-2020



LEGEND

- Electoral Area Boundaries
- Major Highways
- Indian Reserve
- Parks
- Streams
- Major Lakes
- Small Lakes

Owner(s): OLIVER (TOWN)

Scale: 1:4514

Civic Address(es):

36030 107TH ST
 6450 SPARTAN ST

Zoning:

BC Assessment:

Assessed Land Value:
 Assessed Imp. Value:
 Total Assessed Value:

Property Details:

Primfolio: 71405305.005
 Folio: 05305.005
 Jurisdiction: 714
 PID: 008-875-529
 Parcel Area (m2): 35,278.97
 Municipality/ Electoral Area: C

Legal

Description:
 Lot 1, Plan KAP15192, District
 Lot 2450S, Similkameen Div of
 Yale Land District

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: B. Newell, Chief Administrative Officer

DATE: August 5, 2021

RE: Directors Motion to Establish Budget Parameters

MOTION ON THE FLOOR

THAT Finance present RDOS budgets to Directors for all services with a -2, 0, 2 and 3 percent increase at the budget committee meetings annually and that Finance present RDOS budget in a live format to allow Directors to visually see impact to each electoral area and member municipality during decision making during all budget discussions.

Background:

At the meeting of 17 June 2021, the Board received the following motion:

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

THAT Finance present RDOS budgets to Directors for all services with a -2, 0, 2 and 3 percent increase at the budget committee meetings annually and that Finance present RDOS budget in a live format to allow Directors to visually see impact to each electoral area and member municipality during decision making during all budget discussions.

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

THAT the motion be referred to Administration for report – **CARRIED**
Opposed: Director Bush

The Corporate Services Committee considered the Administrative Report providing the analysis of the impact of the resolution at their meeting of 8 July 2021 and submitted the following recommendation to the Board:

COMMITTEE RECOMMENDATION

THAT the June 17th motion to provide budgets with a -2, 0, 2 and 3 percent budgets and provide live format to allow Directors to visually see the impact to each Service, Electoral Area and member municipality be defeated. - **CARRIED**
Opposed: Director Knodel

ANALYSIS:

Having been reviewed by Administration and the Corporate Services Committee, the Directors Motion currently on the Table must be brought back to the Board for resolution.