

Regional District of Okanagan-Similkameen

**SCHEDULE OF MEETINGS**

**THURSDAY, FEBRUARY 11, 2016**

**RDOS BOARDROOM**

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9:00 am	-	9:45 am	Planning and Development Services Committee
9:45 am	-	12:00 pm	Corporate Services Committee
12:00 pm	-	12:30 pm	Environment and Infrastructure Committee
12:30 pm		1:00 pm	Lunch
1:00 pm	-	4:00 pm	RDOS Regular Board

*"Mark Pendergraft"*

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Mark Pendergraft  
RDOS Board Chair

Advance Notice of Meetings:

February 25	RDOS/OSRHD Board/Committee Meetings
March 10	RDOS Board/Committee Meetings
March 24	RDOS/OSRHD Board/Committee Meetings
April 7	RDOS Board/Committee Meetings
April 28	RDOS/OSRHD Board/Committee Meetings
May 5	RDOS Board/Committee Meetings



# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## Planning and Development Committee

Thursday, February 11, 2016

9:00 am

## REGULAR AGENDA

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**A. APPROVAL OF AGENDA**

**RECOMMENDATION 1**

**That the Agenda for the Planning and Development Committee Meeting of February 11, 2016 be adopted.**

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**B. Discussion to Introduce a Dog Control Bylaw.**

The purpose of this report is to initiate discussion to amalgamate three current Animal Control Bylaws into one, restrict it to dog control, introduce vicious dogs and introduce steps to regulate vicious, aggressive and dangerous dogs more effectively.

**RECOMMENDATION 2**

**THAT Administration be directed to prepare a Dog Control Bylaw; and  
THAT it be presented to the Committee for further discussion.**

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**C. Review of Board Policies – Requirements for Decommissioning a Dwelling.**

The purpose of this report is to provide an overview of proposed amendments to the Board's current policy regarding requirements for decommissioning a dwelling as well as related Zoning Bylaw amendments.

**RECOMMENDATION 3**

**THAT the Board of Directors rescind the *Requirements for Decommissioning a Dwelling Policy (2012)*;**

**THAT the Board of Directors approve the *Decommissioning of a Dwelling Unit Policy*;**

**AND THAT the Board of Directors direct staff to initiate an amendment to the Electoral Area Zoning Bylaws in order to introduce regulations to restrict the development of bedrooms, sleeping facilities, other living facilities, showers and bathtubs in accessory buildings and structures.**

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**D. Review of Board Policies – OCP Bylaw Preparation and Consultation.**

The purpose of this report is to provide an overview of the Board's current policy regarding the "early and on-going" consultation that is to be undertaken in relation to the preparation of an Official Community Plan (OCP) Bylaw.

**RECOMMENDATION 4**

**THAT the Board of Directors rescind the OCP Bylaw Preparation and Consultation Policy; and,**

**THAT the Board of Directors adopt the Official Community Plan Bylaw Consultation Policy.**

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**E. ADJOURNMENT**

## ADMINISTRATIVE REPORT

**TO:** Planning & Development Committee  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Discussion to Introduce a Dog Control Bylaw



### Administrative Recommendation:

THAT the Board of Directors direct staff to initiate a new Dog Control Bylaw for Electoral Areas “A” through “G”.

### Purpose:

The purpose of this report is to initiate discussion to amalgamate three current Animal Control Bylaws into one, restrict it to dog control, introduce vicious dogs and introduce steps to regulate vicious, aggressive and dangerous dogs more effectively.

### Reference:

Part 9, Division 5 of *Local Government Act [RSBC 2015] Chapter 1*  
Section 48 and 49 of *Community Charter Chapter 26 [SBC 2003]*  
Regional District of Okanagan Similkameen Bylaw No. 1991, 2006  
Regional District of Okanagan Similkameen Bylaw No. 1992, 2006  
Regional District of Okanagan Similkameen Bylaw No. 1838, 2007

### Business Plan Objective:

1. Optimize Customer Experience by improving our customer rating and by meeting the public need through the development and implementation of key services:
  - majority of current complaints relate to dogs at large or that display aggressive behavior;
2. To Provide Governance and Oversight in a Representative Democracy by encouraging electoral areas to work together:
  - currently confusing for the public to have three bylaws
  - for consistency purposes and liability issues.

### Background:

The RDOS currently has three Animal Control Bylaws in place. There are notable inconsistencies between the current bylaws in that, in addition to dogs:

- Bylaw 1838 (Electoral Areas “A”, “C”, “D”, “E” and “F”) regulates livestock, farm animals, birds, cats and domestic / wild sheep (currently under Provincial jurisdiction);
- Bylaw 1991 (Area “B”) regulates livestock being kept on parcels less than 0.5ha in area;
- Bylaw 1992 (Area “G”) regulates livestock being kept on parcels less than 0.5 ha in addition to regulating setbacks of 30m from property lines, watercourses or domestic wells if animals exceed 15 / hectare of land.

### Domestic Cats:

Current bylaws address “cats”; however complaints received over the past five years respecting domestic

housecats have been minimal and relate to the cat killing birds, or digging in flower beds. Complainants are not willing to have a trap set up in their yards for fear of neighbor retaliation. Experience has proven that cats are difficult to catch when they don't want to be caught, often inflicting injuries to the Officer.

The majority of cat complaints have related to feral cats, which were historically attended to. This has proven to be very costly over the years (one complaint/\$1,000) and has done little to ease the feral cat problems in the area. There is currently a Provincial program (Feral Cat Spay/Neuter and Release Program) available to property owners who are willing to register. Homeowners who have feral cat issues have also been offered the use of our current Animal Control Officer's trap(s) at no charge to the homeowner.

#### Livestock:

Few complaints have been lodged about livestock, with the exception of cattle being at large in the Anarchist Mountain area (Area "A") and within the Grasslands area in the proximity of Willowbrook (Area 'C'). There has been one complaint lodged with respect to the number of pigs on a property in Ollalla (Area "G"). This complaint was subsequently withdrawn by the complainant. There are a few properties within Ollalla that are in contravention of the bylaw, however, no complaints have been received about these properties and RDOS has not initiated any enforcement to bring them into compliance.

Administration has addressed domestic cat, bird and livestock complaints for the past three years not through enforcement, but through communication, education and contact with the animals' owner, whenever possible. Cattle / horses at large have been reunited with their owners through branding identification or communication with ranchers in the respective areas.

Adoption of a "dog only" bylaw would be in keeping with the City of Penticton, District of Summerland, Central Okanagan Regional District and North Okanagan Regional District all of which have adopted "dog only" bylaws.

Administration, through this bylaw review process, has discovered that Service Areas relating to animal control services require adjustment as they currently don't accurately reflect the service areas they cover. This can be cleaned up at the same time and will prove to be less costly if done together. This process would be complete in time to implement for 2017.

#### **Analysis:**

The majority of complaints received relate to dogs at large, defecating in places that they shouldn't, owners not picking up after their dogs, and concerns about dogs showing aggression. Complainants are concerned about their safety and the safety of their family (including their dog) and have asked for stricter regulations and fines for owners of dogs they feel are "dangerous". This term is used often even though the dog has not been declared as "dangerous" as required under the Community Charter. Administration, if directed to prepare a new Dog Bylaw, proposes to introduce "vicious dog" as well as clarify an aggressive dog and introduce steps to effectively deal with each type: aggressive, vicious and dangerous.

Should Area Directors wish to continue to regulate other animals, such as livestock, farm animals, cats or rabbits, RDOS does have the option of incorporating regulations into an existing Zoning Bylaw or introduce a specific Animal Control Bylaw for their respective area.

#### **Respectfully Submitted:**

Roza Aylwin

R. Aylwin, Bylaw Enforcement Coordinator

**Regional District of Okanagan-  
Similkameen  
Animal Control Bylaw No. 1991.02, 2006**

**Consolidated**

**Amendments**

**No. 1991.01 adopted November 23<sup>rd</sup> 2000.  
No. 1991.02 adopted March 30<sup>th</sup>, 2006.**

This Bylaw has been consolidated for convenience only and includes amendments to the text up to March 30, 2006.

## **REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

### **BYLAW NO. 1991.02, 2006**

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A bylaw to provide for the regulation, licensing and control of animals within the Regional District of Okanagan-Similkameen Electoral Area B.

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WHEREAS the Regional Board may, pursuant to sections 799 of the *Municipal Act*, R.S.B.C. 1996, c. 323 and the "Regional District of Okanagan-Similkameen Electoral Area B Animal Control Extended Service Establishment Bylaw No. 1979, 2000", regulate and enforce animal control services in Electoral Area B;

AND WHEREAS the Regional Board may, pursuant to section 703(1)(a) of the *Municipal Act*, regulate or prohibit the keeping of dogs, horses, cattle, sheep, goats, swine, rabbits or other animals and define areas in which they may be kept or may not be kept;

AND WHEREAS the Regional Board may, pursuant to section 704(e) of the *Municipal Act*, require that the owner, possessor or harbourer of a dog, or any class of dog, must keep it, as the bylaw directs, effectively muzzled while at large or on a highway or public place, or on leash or under control of a competent person while on a highway or public place;

AND WHEREAS the Regional Board may, pursuant to section 705 of the *Municipal Act* provide for the licensing of dogs and the establishment and collection of dog license fees;

AND WHEREAS the Regional Board may, pursuant to section 706 of the *Municipal Act* provide for compensation for injuries to livestock;

AND WHEREAS the Regional Board may, pursuant to subsections 707(1)(a) and (b) of the *Municipal Act* provide for the seizure of unlicensed dogs, and of dogs that are unlawfully at large, and for the establishment, maintenance and operation of pounds;

AND WHEREAS the Regional Board may, pursuant to subsections 707(1)(c) and (d) of the *Municipal Act* provide for the establishment and collection of fines and fees, and for the sale and destruction of dogs if the fines and fees have not been paid within a reasonable time;

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

## **PART 1**

### **CITATION**

1.1 This Bylaw shall be cited as the Regional District of Okanagan-Similkameen "Electoral Area B Animal Control Regulatory Bylaw No. 1991, 2000".

### **INTERPRETATION**

1.2 In this bylaw:

"Aggressive Dog" means any Dog which has killed or injured any person, dog or other animal, or which has, without provocation, aggressively pursued or harassed any person, dog or other animal;

"At Large" means not being either:

(a) on the property of the Owner;

(b) in direct and continuous charge of a competent person;

(c) securely leashed, or tethered; or

(d) penned or confined within a building or other enclosure or fence;

such that the Dog is not under the control of its Owner;

"Dangerous Dog" has the meaning set out in Section 707.1(1) of the *Local Government Act*;

"Dog" means an animal of the species canine over the age of twenty-four (24) weeks, and includes Dangerous Dogs where applicable;

"Highway" means a highway as defined in the *Municipal Act*;

"License" means a license issued pursuant to this bylaw for the current licensing year, or a license as described in section 2.8 of this Bylaw;

"Licensed Dog" means a Dog for which a license and a corresponding metal license tag have been issued pursuant to Part 2 of this Bylaw, or a Dog whose owner holds a license as described in section 2.8 of this Bylaw;

"Licensing Year" means January 1<sup>st</sup> to December 31<sup>st</sup> in any year;



- “Municipality” means any municipality, regional district, or the City of Vancouver;
- “Owner” means any person:
- (a) to whom a License for a Dog has been issued pursuant to Part 2 of this Bylaw or a license as described in section 2.8 of this Bylaw; or
  - (b) who owns, is in possession of, or has the care and control of any Dog; or
  - (c) who harbours, shelters, permits or allows any Dog to remain on or about his land or premises;
- “Pound” means a Pound as established by a Regional District Pound Establishment Bylaw;
- “Pound-keeper” means the person or persons appointed by the Board from time to time to carry out the role of a Pound-keeper as established by this or another Regional District bylaw;
- “Regional Board” means the Regional Board of the Regional District;
- “Regional District” means the Regional District of Okanagan-Similkameen; and
- “Tag” means a metal license tag as described in section 2.4 of this Bylaw, or a license tag as described in section 2.8 of this Bylaw.

## **GENERAL**

- 1.3 No person shall keep the following on any property less than 0.5 hectares in area:
- (a) any horse(s);
  - (b) any cattle;
  - (c) any pig(s);
  - (d) any sheep;
  - (e) any goat(s);
  - (f) more than ten (10) rabbits;
  - (g) more than three (3) Dogs; or

- (h) more than five (5) cats over the age of twenty-four (24) weeks.

## **PART 2**

### **DOG LICENSES:**

- 2.1 An Owner of a Dog shall obtain a License in each Licensing Year by making application to the Regional District and paying the required fee as set out in Schedule "A" to this Bylaw.
- 2.2 A separate License shall be required for each Dog.
- 2.3 Where the Owner of a Dog in respect of which a License has been issued ceases to be the Owner, the License shall be cancelled automatically.
- 2.4 With every License there shall be issued a corresponding metal license Tag impressed or stamped with the number on the License, the year in respect of which the License was issued, and a distinguishing mark to indicate that the License and Tag were issued by the Regional District.
- 2.5 The Owner of every Licensed Dog shall keep the Tag issued for that Dog for the current Licensing Year attached to a collar or harness to be worn at all times by the Dog.
- 2.6 Notwithstanding section 2.5, if a Licensed Dog is kept in a pen or enclosure on the Owner's property, the Tag issued for that Dog need not be attached to a collar or harness worn by the Dog. However, the Owner must produce the Licence and the Tag upon request by the Regional District.
- 2.7 If a Tag issued by the Regional District has been lost, destroyed or mutilated, the Owner of the Dog shall acquire for the remainder of the current Licensing Year a replacement Tag upon payment of the required fee as set out in Schedule "A" to this Bylaw.
- 2.8 Any Owner holding a valid license and a corresponding licence tag for a Dog, for the current Licensing Year, under the provisions of the *Livestock Protection Act*, R.S.B.C. 1996, c. 273, or under a Bylaw of any other Municipality in the Province of British Columbia, shall not be required to make application under section 2.1 of the Bylaw until the first day of January of the following year.

## **PART 3**

### **CONTROL AND IMPOUNDING OF DOGS AND OTHER ANIMALS:**

- 3.1 No Owner shall permit any Dog to be:
- (a) At Large; or
  - (b) in a public place or on a Highway unless the Dog is:
    - (i) kept on a leash that is no more than three (3) metres in length, and is strong enough to restrain the Dog; or
    - (ii) under the direct and continuous charge of a competent person.
- 3.2 Every Owner of an Aggressive Dog shall, in addition to any other requirements of this Bylaw, keep the Aggressive Dog effectively muzzled at all times while in a public place or on a Highway.
- 3.3 The Poundkeeper may seize and impound any unlicensed dog and any dog which is At Large.
- 3.4 The Pound-keeper shall release a seized Dog to the Owner upon proof that a valid License exists for that Dog, and payment of the impoundment and maintenance fees as set out in Schedule "A" to this Bylaw.
- 3.5 If, after seventy-two (72) hours from the time a Dog is impounded by the Pound-keeper, the Owner does not claim the Dog and pay the required fees, the Pound-keeper may destroy or sell the Dog, which includes surrendering it to an animal welfare agency capable of arranging for its adoption.

### **DANGEROUS DOGS**

- 3.6 the Poundkeeper is designated as an animal control officer for the purposes of Section 707.1 of the *Local Government Act* and may deal with dangerous dogs in accordance with that section.

## **PART 4**

### **OFFENCE AND PENALTIES:**

- 4.1 Every person who violates any of the provisions of this Bylaw, or who permits any act or thing to be done in violation of this Bylaw, or who fails to do any act or thing required by this Bylaw, for which a specific penalty, fine or fee has not been designated, shall be deemed to have committed an offence against this Bylaw and shall be liable, upon summary conviction, to a fine not more than \$2,000.00 as provided for by the *Offence Act*, R.S.B.C. 1996, c. 338.
- 4.2 Each day that an offence against this Bylaw continues shall be deemed a separate and distinct offence.

## **PART 5**

### **EXEMPTIONS:**

- 5.1 Guide dogs and R.C.M.P. service dogs are exempt from the provisions of this Bylaw.

**READ A FIRST, SECOND, AND THIRD TIME AND ADOPTED** this 30<sup>th</sup> day of March, 2006.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Legislative Services Manager

## SCHEDULE "A"

### 1. **IMPOUNDMENT AND MAINTENANCE FEES:**

- (a) Impoundment Fees – Dogs (other than Aggressive Dogs)
  - (i) first impoundment in any calendar year \$50.00
  - (ii) second impoundment in any calendar year \$100.00
  - (iii) third impoundment in any calendar year \$250.00
  - (iv) each subsequent impoundment in any calendar year \$500.00
  
- (b) Impoundment Fees – Aggressive Dogs
  - (i) each impoundment \$1000.00
  
- (c) Maintenance Fees
  - (i) each twenty-four (24) hour period, or part thereof \$10.00

### 2. **DOG LICENSING FEES:**

- (a) any Dog or Aggressive Dog \$10.00
  
- (b) notwithstanding (a), any Dog that reaches the age of twenty-four (24) weeks part way through a Licensing Year shall require a License upon payment of a portion of the \$10.00 fee pro-rated to a minimum amount of \$5.00.

### 3. **REPLACEMENT OF LOST, DESTROYED OR MUTILATED TAGS:**

- (a) replacement of any lost, destroyed or mutilated tag \$2.00

**Regional District of Okanagan-  
Similkameen  
Animal Control Bylaw No. 1992.03, 2006**

**Consolidated**

**Amendments**

- No. 1992.01 adopted March 18<sup>th</sup>, 2004.  
No. 1992.02 adopted November 23<sup>rd</sup> 2000.  
No. 1992.03 adopted March 30<sup>th</sup>, 2006.**

This Bylaw has been consolidated for convenience only and includes amendments to the text up to March 30th, 2006.

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 1992.03, 2006**

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A bylaw to provide for the regulation, licensing and control of animals within the Regional District of Okanagan-Similkameen Electoral Area G.

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WHEREAS the Regional Board may, pursuant to section 799 of the *Municipal Act*, R.S.B.C. 1996, c. 323 and the “Regional District of Okanagan-Similkameen Animal Control Extended Service Establishment Bylaw No. 1123, 1991”, as amended, regulate and enforce animal control services in Electoral Areas G;

AND WHEREAS the Regional Board may, pursuant to section 703(1)(a) of the *Municipal Act*, regulate or prohibit the keeping of dogs, horses, cattle, sheep, goats, swine, rabbits or other animals and define areas in which they may be kept or may not be kept;

AND WHEREAS the Regional Board may, pursuant to section 704(e) of the *Municipal Act*, require that the owner, possessor or harbourer of a dog, or any class of dog, must keep it, as the bylaw directs, effectively muzzled while at large or on a highway or public place, or on leash or under control of a competent person while on a highway or public place;

AND WHEREAS the Regional Board may, pursuant to section 705 of the *Municipal Act* provide for the licensing of dogs and the establishment and collection of dog license fees;

AND WHEREAS the Regional Board may, pursuant to section 706 of the *Municipal Act* provide for compensation for injuries to livestock;

AND WHEREAS the Regional Board may, pursuant to subsections 707(1)(a) and (b) of the *Municipal Act* provide for the seizure of unlicensed dogs, and of dogs, horses, cattle, poultry, rabbits and other animals unlawfully at large, and for the establishment, maintenance and operation of pounds;

AND WHEREAS the Regional Board may, pursuant to subsections 707(1)(c) and (d) of the *Municipal Act* provide for the establishment and collection of fines and fees, and for the sale and destruction of animals and birds if the fines and fees have not been paid within a reasonable time;

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

## **PART 1**

### **CITATION**

1.1 This Bylaw shall be cited as the Regional District of Okanagan-Similkameen "Electoral Area G Animal Control Regulatory Bylaw No. 1992.03, 2006".

### **INTERPRETATION**

1.2 In this bylaw:

"Aggressive Dog" means any Dog which has killed or injured any person, Dog or Animal, or which has, without provocation, aggressively pursued or harassed any person, Dog or Animal;

"Animal" means any kind of horse, bovine, poultry, rabbit, or other domesticated animal, including farm stock;

"At Large" means not being either:

(a) on the property of the Owner;

(b) in direct and continuous charge of a competent person;

(c) securely leashed, or tethered; or

(d) penned or confined within a building or other enclosure or fence;

such that the Dog or other Animal being referred to is not under the control of its Owner;

"Dangerous Dog" has the meaning set out in Section 707.1(1) of the *Local Government Act*;

"Dog" means an animal of the species canine over the age of twenty-four (24) weeks, and includes Dangerous Dogs where applicable;

"Highway" means a highway as defined in the *Municipal Act*;

"License" means a license issued pursuant to this bylaw for the current licensing year, or a license as described in section 2.8 of this Bylaw;

"Licensed Dog" means a dog for which a license and a corresponding metal license tag have been issued pursuant to Part 2 of this Bylaw, or a dog whose owner holds a license as described in section 2.8 of this Bylaw;



- “Licensing Year” means January 1<sup>st</sup> to December 31<sup>st</sup> in any year;
- “Municipality” means any municipality, regional district, or the City of Vancouver;
- “Owner” means any person:
- (a) to whom a License for a Dog has been issued pursuant to Part 2 of this Bylaw or a license as described in section 2.8 of this Bylaw; or
  - (b) who owns, is in possession of, or has the care and control of any Dog or Animal; or
  - (c) who harbours, shelters, permits or allows any Dog or Animal to remain on or about his land or premises;
- “Poultry” means all birds or fowl normally raised for food or egg production, including Chickens, Geese, Turkeys, and artificially reared Ducks, Grouse, Pigeons, Partridge, Quail, Pheasant or Ptarmigan;
- “Pound” means a Pound as established by a Regional District Pound Establishment Bylaw;
- “Pound-keeper” means the person or persons appointed by the Board from time to time to carry out the role of a Pound-keeper as established by this or another Regional District bylaw;
- “Regional Board” means the Regional Board of the Regional District;
- “Regional District” means the Regional District of Okanagan-Similkameen; and
- “Tag” means a metal license tag as described in section 2.4 of this Bylaw, or a license tag as described in section 2.8 of this Bylaw.

## **GENERAL**

- 1.3 No person shall keep the following on any property less than 0.5 hectares in area:
- (a) any horse(s);
  - (b) any cattle;
  - (c) any pig(s);
  - (d) any sheep;
  - (e) any goat(s);
  - (f) more than ten (10) rabbits;
  - (g) more than three (3) Dogs; or
  - (h) more than five (5) cats over the age of twenty-four (24) weeks.

- 1.4 If the following animals exceed 15 animals per hectare on any parcel, or group of contiguous parcels of land, which make up a farming operation, all livestock must be set back 30 meters from all property lines, and watercourses or domestic wells:
- (a) any horses;
  - (b) any cattle;
  - (c) any swine;
  - (d) any sheep

## **PART 2**

### **DOG LICENSES:**

- 2.1 An Owner of a Dog shall obtain a License in each Licensing Year by making application to the Regional District and paying the required fee as set out in Schedule "A" to this Bylaw.
- 2.2 A separate License shall be required for each Dog.
- 2.3 Where the Owner of a Dog in respect of which a License has been issued ceases to be the Owner, the License shall be cancelled automatically.
- 2.4 With every License there shall be issued a corresponding metal license tag impressed or stamped with the number on the License, the year in respect of which the License was issued, and a distinguishing mark to indicate that the License and Tag were issued by the Regional District.
- 2.5 The Owner of every Licensed Dog shall keep the Tag issued for that Dog for the current Licensing Year attached to a collar or harness to be worn at all times by the Dog.
- 2.6 Notwithstanding section 2.5, if a Licensed Dog is kept in a pen or enclosure on the Owner's property, the Tag issued for that Dog need not be attached to a collar or harness worn by the Dog. However, the Owner must produce the Licence and the Tag upon request by the Regional District.
- 2.7 If a Tag issued by the Regional District has been lost, destroyed or mutilated, the Owner of the Dog shall acquire for the remainder of the current Licensing Year a replacement Tag upon payment of the required fee as set out in Schedule "A" to this Bylaw.
- 2.8 Any Owner holding a valid license and a corresponding licence tag, for the current Licensing Year, for a Dog under the provisions of the *Livestock Protection Act*, R.S.B.C. 1996, c. 273, or under a Bylaw of any other Municipality in the Province of British Columbia, shall not be required to make application under section 2.1 of the Bylaw until the first day of January of the following year.

## **PART 3**

### **CONTROL AND IMPOUNDING OF DOGS AND OTHER ANIMALS:**

- 3.1 No Owner shall permit any Dog or other Animal to be:
- (a) At Large; or
  - (b) in a public place or on a Highway unless the Dog or Animal is:
    - (i) kept on a leash that is no more than three (3) metres in length, and is strong enough to restrain the Dog or Animal; or
    - (ii) under the direct and continuous charge of a competent person.
- 3.2 Every Owner of an Aggressive Dog shall, in addition to any other requirements of this Bylaw regarding Dogs, keep the Aggressive Dog effectively muzzled at all times while in a public place or on a Highway.
- 3.3 The Poundkeeper may seize and impound any unlicensed do and any dog which is AT Large.
- 3.4 The Pound-keeper shall release a seized Dog to the Owner upon proof that a valid License exists for that Dog, and payment of the impoundment and maintenance fees as set out in Schedule "A" to this Bylaw.
- 3.5 The Pound-keeper shall release a seized Animal to the Owner upon the payment of the impoundment and maintenance fees as set out in Schedule "A" to this Bylaw.

#### **Dangerous Dogs**

- 3.6 The Pound-keeper is designated as an animal control officer for the purposes of Section 707.1 of the *Local Government Act* and may deal with dangerous dogs in accordance with that section.
- 3.7 Where, in the opinion of the Pound-keeper, a dog has killed or injured any person, dog, bird or animal, or without provocation has aggressively pursued or harassed any person, dog, bird, or animal, he may deem the dog dangerous.

## **PART 4**

### **OFFENCE AND PENALTIES:**

- 4.1 Every person who violates any of the provisions of this Bylaw, or who permits any act or thing to be done in violation of this Bylaw, or who fails to do any act or thing required by this Bylaw, for which a specific penalty, fine or fee has not been designated, shall be deemed to have committed an offence against this Bylaw and shall be liable, upon summary conviction, to a fine not more than \$2,000.00 as provided for by the *Offence Act*, R.S.B.C. 1996, c. 338.
- 4.2 Each day that an offence against this Bylaw continues shall be deemed a separate and distinct offence.

## **PART 5**

### **EXEMPTIONS:**

- 5.1 Guide dogs and R.C.M.P. service dogs are exempt from the provisions of this Bylaw.

**READ A FIRST, SECOND, AND THIRD TIME AND ADOPTED** this 30th day of March, 2006.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Legislative Services Manager

## SCHEDULE "A"

### 1. **IMPOUNDMENT AND MAINTENANCE FEES:**

(a) Impoundment Fees – Dogs (other than Aggressive Dogs) and Animals

- |       |  |          |
|-------|--|----------|
| (i)   | first impoundment in any calendar year           | \$50.00  |
| (ii)  | second impoundment in any calendar year          | \$100.00 |
| (iii) | third impoundment in any calendar year           | \$250.00 |
| (iv)  | each subsequent impoundment in any calendar year | \$500.00 |

(b) Impoundment Fees – Aggressive Dogs

- |     |                  |           |
|-----|------------------|-----------|
| (i) | each impoundment | \$1000.00 |
|-----|------------------|-----------|

(c) Maintenance Fees – Dogs, Aggressive Dogs, and Animals

- |     |  |         |
|-----|--|---------|
| (i) | each twenty-four (24) hour period, or part thereof | \$10.00 |
|-----|--|---------|

### 2. **DOG LICENSING FEES:**

- |     |                           |         |
|-----|---------------------------|---------|
| (a) | any Dog or Aggressive Dog | \$10.00 |
|-----|---------------------------|---------|

(b) notwithstanding (a), any Dog that reaches the age of twenty-four (24) weeks part way through a Licensing Year shall require a License upon payment of a portion of the \$10.00 fee pro-rated to a minimum amount of \$5.00.

### 3. **REPLACEMENT OF LOST, DESTROYED OR MUTILATED TAGS:**

- |     |   |        |
|-----|---|--------|
| (a) | replacement of any lost, destroyed or mutilated tag | \$2.00 |
|-----|---|--------|

# **Regional District of Okanagan- Similkameen**

## **Animal Control Bylaw No. 1838, 2007**

### **Consolidated**

#### **Amendments**

- No. 1838.01 adopted November 23<sup>rd</sup> 2000.**
- No. 1838.02 adopted September 20<sup>th</sup> 2001.**
- No. 1838.03 adopted March 30<sup>th</sup> 2006.**
- No. 1838.05 adopted March 22<sup>nd</sup> 2007.**

**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**  
**BYLAW NO. 1838, 2007**

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**A bylaw to provide the licensing and control of Animals within the Regional District of Okanagan-Similkameen Electoral Areas 'A', 'C', 'D', 'E', and 'F'.**

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**WHEREAS** the Regional Board may, pursuant to Section 705 of the *Municipal Act*, provide for the licensing of dogs and for the establishment and collection of license fees; and

**WHEREAS** the Regional Board may, pursuant to Section 703 (1) (a) of the *Municipal Act*, regulate or prohibit the keeping of dogs, horses, cattle, sheep, goats, swine, rabbits or other animals and define areas in which they may be kept or may not be kept; and

**WHEREAS** the Regional Board may, pursuant to Section 704 (e) of the *Municipal Act*, require that the owner, possessor or harbourer of a dog, or any class of dog, must keep it, as the bylaw directs, effectively muzzled while at large or on a highway or public place, or on leash or under control of a competent person while on a highway or public place; and

**WHEREAS** the Regional Board may, pursuant to Section 707 (1) (a) of the *Municipal Act*, provide for the seizure, impounding, detention of unlicensed dogs, and of dogs, horses, cattle, poultry, rabbits and other animals unlawfully at large; and

**WHEREAS** the Regional Board may, pursuant to Section 707 (1) (c) of the *Municipal Act* regulate and establish the fines and fees, including damages for trespassing on private property, to be levied and collected by pound keepers; and

**WHEREAS** the Regional Board may, pursuant to Section 707 (1) (d) of the *Municipal Act* provide for the sale or destruction of animals and birds impounded if the fines, fees and other charges are not paid within a reasonable time;

**THEREFORE BE IT RESOLVED** that the Regional District of Okanagan-Similkameen in open meeting assembled **ENACTS** as follows:

**1 INTERPRETATION:**

In this bylaw, unless the context otherwise requires:

**“Animal”** means a cat or a horse;

**“Aggressive Dog”** means a dog that has killed or injured any person, animal, bird or dog, or which has, without provocation, aggressively pursued or harassed any person, animal, bird or dog; **“Animal”** means a cat or a horse;

"**At Large**" means not being under the control of the owner either by being securely leashed, tethered or penned, or in the direct and continuous charge of the owner, or confined within a building or other enclosure or a fence;

"**Bird**" means a pigeon, or any type of poultry;

"**Board**" means the Board of Directors of the Regional District of Okanagan-Similkameen;

"**Dangerous Dog**" has the meaning set out in Section 707.1(1) of the Local Government Act;"

"**Dog**" means an animal of the species canine over the age of twenty-four (24) weeks;

"**Domestic Goat**" means an animal of the species *Capra hircus*;

"**Domestic Sheep**" means an animal of the species *Ovis aries*;

"**Extended Service Area**" means the Extended Service Area as defined by Regional District of Okanagan-Similkameen Animal Control Extended Service Establishment Bylaw No. 1123, 1991, excluding Electoral Area "G";

"**Flock**" means a number of *Domestic Sheep* and/or *Domestic Goats* kept on one lot or adjoining lots;

"**Highway**" means a highway as described in the Municipal Act;

"**License**" means a license issued for the current licensing year;

"**Licensed Dog**" means a dog wearing a metal tag attached to its collar or harness and such tag is stamped with figures corresponding to a dog license from issued for the current year and identified as being produced by the Regional District;

"**Licensing Year**" means January 1<sup>st</sup> to December 31<sup>st</sup> in any year;

"**No-Contact Fence**" means a fence of a design approved by the Province to prevent contact between *Domestic Sheep* and *Wild Sheep* as well as between *Domestic Goats* and *Wild Sheep* and is constructed and maintained to prevent such contact;

"**Owner**" means any person:

- (a) to whom a license for a dog has been issued pursuant to this bylaw; or
- (b) who owns, is in possession of, or has the care and control of any dog, bird or animal; or
- (c) who harbours, shelters, permits or allows any dog, bird or animal to remain on or about his land or premises.

"**Pigeon**" means all birds of the species Columbidae;



**“Poultry”** means all birds or fowl normally raised for food or egg production, including Chickens, Geese, Turkeys, Ducks, artificially reared Grouse, Partridge, Quail, Pheasant or Ptarmigan;

**“Pound”** means a facility, established by separate bylaw, for the purposes of harbouring and maintaining animals, birds, and dogs;

**“Poundkeeper”** means the person or persons appointed by the Board from time to time to carry out the duties of a poundkeeper as established by this Bylaw;

**“Regional District”** means the Regional District of Okanagan-Similkameen;

**“Sheep Separation Zone”** means those portions of RDOS Electoral Areas ‘C’, ‘D’, and ‘E’ draining into Penticton Creek, as per Schedule “B”, and amendments thereto, which forms part of this bylaw;

**“Wild Sheep”** means an animal of the species *Ovis Canadensis*, commonly known as “Big Horn Sheep”;

## **2 DOGS**

### **2.1 License Regulations**

- 2.1.1 Any person who owns a dog over the age of twenty-four weeks shall obtain a license therefor in accordance with the provisions of this Bylaw before the first day of January in each year.
- 2.1.2 Where the owner of a dog in respect of which a license has been issued ceases to be the owner, the license shall be cancelled.
- 2.1.3 With every license there shall be issued a metal tag impressed or stamped with a number corresponding to the number on the license issued and with figures denoting the year in respect of which the license was issued and with a distinguishing mark to indicate it was issued by the Regional District.
- 2.1.4 The owner of every licensed dog shall keep thereon a collar, or harness to which shall be attached the metal tag issued for the dog.
- 2.1.5 Notwithstanding section 2.1.4, if a licensed dog is kept in a pen or enclosure, the metal tag issued for the dog does not have to be attached to the collar or harness. However, the owner must produce the metal tag upon request.
- 2.1.6 If a tag issued by the Regional District Okanagan-Similkameen has been lost, destroyed or mutilated, the owner of the dog shall acquire for the remainder of the current licensing

year a replacement tag upon payment of the prescribed fee on Schedule "A" which is attached to and forms part of this Bylaw.

- 2.1.7 Any person holding a license under the provision of the Livestock Protection Act or under a bylaw of any other municipality of the Province of British Columbia shall not be liable to pay any license fee pursuant to this Bylaw until the first day of January in the following year.

## **2.2 Control and Impounding**

2.2.1 No owner shall permit or allow a dog to:

- (a) run at large or in any other manner cause annoyance to any person;
- (b) be in a public place unless the dog is kept on a leash or tether not exceeding three metres in length, or is under the immediate control of a competent person; or
- (c) defecate upon any highway, boulevard, park or other civic property, unless the owner promptly removes any feces so deposited and disposes them in a sanitary manner

2.2.2 Any unlicensed dog, or any dog found at large, may be seized by the Poundkeeper and shall be delivered to the pound or other designated facility.

2.2.3 The Poundkeeper shall release a dog to the owner upon payment of the impoundment and maintenance fees prescribed on Schedule "A" which is attached to and forms part of this Bylaw.

2.2.4 The Poundkeeper shall not release a dog unless it is licensed in accordance with this bylaw.

2.2.5 If after seventy-two hours from the time a dog is impounded by the Poundkeeper, the owner does not claim the dog, the Poundkeeper may destroy, sell or surrender the dog to an animal welfare agency capable of arranging for its adoption.

2.2.6 No person other than its owner, shall remove any collar, harness, badge, or tag from any licensed dog.

2.2.7 Every owner of an aggressive dog shall:

- (a) at all times while the dog is at the premises occupied by the owner, keep the dog securely confined indoors or in an enclosed pen or enclosure; and
- (b) at all times while the dog is off the premises occupied by the owner, keep the dog:
  - (i) on a leash or tether not exceeding three metres in length;
  - (ii) under the immediate control of a competent person; and
  - (iii) muzzled to prevent it from biting a person, dog or other animal.

2.2.8 The Poundkeeper is designated as an animal control officer for the purposes of Section 707.1 of the *Local Government Act* and may deal with dangerous dogs in accordance with that section.

### **3 ANIMALS**

#### **3.1 Control and Impounding**

3.1.1 No animal owned by any person, shall be unlawfully at large.

3.1.2 Any animal found at large may be seized by the Poundkeeper and shall be delivered to the Pound or other designated area.

3.1.3 The Poundkeeper shall release the animal to the owner upon payment of the impoundment and maintenance fees prescribed on Schedule "A" which is attached to and forms part of this Bylaw.

3.1.4 If after seventy-two hours from the time an animal is impounded by the Poundkeeper, the owner does not claim the animal, the Poundkeeper may destroy, sell or surrender the animal to an animal welfare agency capable of arranging for its adoption.

### **4 BIRDS**

#### **4.1 Control and Impounding**

4.1.1 No bird owned by any person, shall be unlawfully at large.

4.1.2 Any bird found at large may be seized by the Poundkeeper and shall be delivered to the Pound or other designated area.

4.1.3 The Poundkeeper shall release the bird to the owner upon payment of the impoundment and maintenance fees prescribed on Schedule "A" which is attached to and forms part of this Bylaw.

4.1.4 If after seventy-two hours from the time a bird is impounded by the Poundkeeper, the owner does not claim the bird, the Poundkeeper may destroy, sell or surrender the bird to an animal welfare agency capable of arranging for its adoption.

### **5 AUTHORITY OF POUNDKEEPER**

5.1 The Poundkeeper may enter at all reasonable times upon any property within the participating areas for this bylaw to ascertain whether the provisions of this bylaw are being observed.

- 5.2 No person shall obstruct, impede, refuse or neglect to admit to any property the Poundkeeper in the execution of his duties within this Bylaw.

## 6 PENALTIES

- 6.1 Every person who violates any of the provisions of this Bylaw, or who does, suffers or permits any act or thing to be done in contravention or violation of any of the provisions of this Bylaw or who does any act or thing which violates any of the provisions of this Bylaw for which a specific penalty has not been designated shall be deemed to have committed an offence against this Bylaw and shall be liable, upon summary conviction to a fine not less than \$50.00 or more than \$2,000.00 and in default of payment thereof forthwith or within such a time as the presiding Provincial Court Judge or Justice of the Peace shall direct, the fine imposed shall be recoverable under the provisions of the Offence Act.
- 6.2 Each day a violation, contravention or breach of this Bylaw continues shall be a separate and distinct offence.

## 7 EXEMPTIONS

- 7.1 Registered guide dogs and R.C.M.P. service dogs are exempt from the provisions of this Bylaw.

## 8. WITHIN THE SHEEP SEPARATION ZONE:

### 8.1. Minimum Flock Size

- 8.1.1. No *Flock* shall comprise fewer than 25 animals.

- 8.1.2. This subsection does not apply to:

8.1.2.1. Members of a 4-H Club or similar organization approved for this purpose by the Province who keep one or more *Domestic Sheep* or *Domestic Goats* within a *No-Contact Fence* as part of a project supervised by that organization.

8.1.2.2. Male *Domestic Sheep* or male *Domestic Goats* kept to breed a *Flock* of at least 25 breeding female *Domestic Sheep* or *Domestic Goats*, but kept separate during the non-breeding season within a *No-Contact Fence*.

- 8.1.3. All *Domestic Sheep* and *Domestic Goats* that are not part of a *Flock* according to Subsections 8.1.1 and 8.1.2 are deemed to be *At Large*.

### 8.2. Fencing of Flocks

- 8.2.1. All *Domestic Sheep* and *Domestic Goats* shall be kept within a *No-Contact Fence*.

8.2.2. All *Domestic Sheep* and *Domestic Goats* shall be deemed to be At Large if not enclosed within a *No-Contact Fence*.

### **8.3. Facilitating Contact Between *Domestic Sheep* or *Domestic Goats* and *Wild Sheep***

8.3.1. A person who encourages, induces, or facilitates physical contact between *Domestic Sheep* or *Domestic Goats* and *Wild Sheep* commits an offence under this bylaw.

8.3.2. Where *Wild Sheep* have entered a fenced, enclosed or *No-Contact Fence* Area containing *Domestic Sheep* or *Domestic Goats*, no person or persons shall encourage, induce, or facilitate the *Wild Sheep* to leave the fenced or enclosed area without the permission of a Provincial Conservation Officer.

### **8.4. Reporting of Contact Between *Domestic Sheep* or *Domestic Goats* and *Wild Sheep***

8.4.1. Where the RDOS is notified that a person or persons who own or have care and/or control over *Domestic Sheep* or *Domestic Goats* and has knowledge of a *Wild Sheep* that has entered a fenced or enclosed area containing *Domestic Sheep* or *Domestic Goats* the RDOS shall report it immediately to a Provincial Conservation Officer.

8.4.2. Where the RDOS is notified that a person or persons who own or have care and/or control over any number of *Domestic Sheep* or *Domestic Goats* and has knowledge of them being outside a *No-Contact Fence* shall report it immediately to a Provincial Conservation Officer.

## **9 REPEAL**

9.1 RDOS Animal Control and Licensing Bylaw No. 1810, 1997 is repealed.

## **10 CITATION**

10.1 This bylaw may be cited for all purposes as Regional District of Okanagan-Similkameen Animal Control Bylaw No. 1838, 2007.

READ A FIRST, SECOND, THIRD TIME AND ADOPTED this 22<sup>nd</sup> day of March, 2007.

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Chairman

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Deputy Secretary

## SCHEDULE "A"

### 1. IMPOUNDMENT FEES AND MAINTENANCE CHARGES

#### Impoundment Fees - Dogs, Animals and Birds

1 <sup>st</sup> Impoundment in any calendar year	\$50.00
2 <sup>nd</sup> Impoundment in any calendar year	\$100.00
3 <sup>rd</sup> Impoundment in any calendar year	\$250.00
4 <sup>th</sup> Impoundment in any calendar year	\$500.00

Impoundment Fee - Aggressive Dogs \$1,000.00

#### Maintenance Fees - Aggressive Dogs, Animals and Birds

Per twenty four hour period or portion thereof \$10.00

### 2. DOG LICENSES AND FEES

1. The fees for dog licenses in the Extended Service Area shall be:
  - (i) The sum of \$30.00 for each non-neutered male dog and non-spayed female dog.
  - (ii) The sum of \$10.00 for each neutered male dog or spayed female dog, provided however, that a certificate from a veterinary surgeon to the effect that the dog has been neutered or spayed must be shown as evidence when purchasing the first licenses after it has been neutered or spayed.
  - (iii) Where an owner presents proof that his or her dog has been neutered or spayed, reimbursement will be given on the difference between the annual licenses fee and the fee for a neutered or spayed dog.
  - (iv) The fee for a dog that has just reached the age of over twenty-four weeks shall be prorated to a minimum amount of \$5.00.
3. The fee for replacing a lost, destroyed or mutilated metal tag shall be \$2.00.



## ADMINISTRATIVE REPORT

**TO:** Planning & Development Committee  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 4, 2016  
**RE:** Review of Board Policies – Requirements for Decommissioning a Dwelling

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### Administrative Recommendation:

**THAT the Board of Directors rescind the *Requirements for Decommissioning a Dwelling Policy (2012)*;**

**THAT the Board of Directors approve the *Decommissioning of a Dwelling Unit Policy*;**

**AND THAT the Board of Directors direct staff to initiate an amendment to the Electoral Area Zoning Bylaws in order to introduce regulations to restrict the development of bedrooms, sleeping facilities, other living facilities, showers and bathtubs in accessory buildings and structures.**

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### Purpose:

The purpose of this report is to provide an overview of proposed amendments to the Board's current policy regarding requirements for decommissioning a dwelling as well as related Zoning Bylaw amendments.

### References:

Requirements for Decommissioning a Dwelling Policy (2012)

### Background:

At its meeting of June 21, 2012, the Planning and Development (P&D) Committee considered an administrative report outlining a number of concerns associated with the Regional District's (then) provisions for the decommissioning of dwelling units not permitted by the applicable zoning (i.e. carriage houses in the West Bench, or accessory dwellings on sub-minimal rural parcels).

As Administration noted at that time, enforcement was "effective to a point", but is inherently reactive. The Committee was further advised that it was not uncommon to find instances where the Regional District's established decommissioning policy – of simply requiring the removal of a stove – was being abused (i.e. following inspection, the stove would be restored and the space used for residential purposes again).

In response, Administration proposed to strengthen the requirements needed to achieve compliance with the decommissioning policy, such as removing *all* kitchen facilities or services including: overhead cupboards, counters, appliances, electric service and plumbing. Minor exceptions were proposed for a maximum of 1.2 metres (4 feet) of counter space; and a single bathroom.

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The Committee resolved to support this proposal subject to the Decommissioning Policy being amended to include the removal of internal non-structural walls.

At its meeting of July 19, 2012, the P&D Committee considered a revised administrative report highlighting some of the challenges associated with requiring the removal of non-structural walls. In response, the Committee resolved to preserve the existing requirement that only the stove be removed.

**Analysis:**

Development Services staff continue to routinely encounter building proposals in which a secondary suite, carriage house or accessory dwelling is clearly contemplated, but the proponent has attempted to evade the zoning regulations prohibiting these by renaming bedrooms, living areas and kitchens as “storage”, “studio”, “shop”, “garage” or “mudroom”.

Further, the absence of a stove is held aloft by developers as unimpeachable evidence that the so-called “storage”, “studio”, “shop”, “garage” or “mudroom” is not, in fact, going to be used as a dwelling unit (despite otherwise being constructed to the residential standards in the BC Building Code).

For these reasons, Administration maintains all of the concerns with the *Requirements for Decommissioning a Dwelling Policy* that were raised with the Board in 2012.

The current policy is seen to be ineffective in supporting zoning regulations prohibiting second dwelling units, and further results in significant staff time and resources being spent by planning, building and bylaw enforcement in assessing questionable plans or seeking compliance where structures have been converted to residential use after the fact (through the mere addition of a stove).

In order to address this, Administration strongly considers that the current *Requirements for Decommissioning a Dwelling Policy* should be replaced and that a number of amendments to the Electoral Area Zoning Bylaws should also be pursued in order to remove certain ambiguities and to clarify the purpose of “accessory building and structures” for the benefit of staff, the public and developers.

To this end, and for the Committee’s consideration, a revised Policy is included at Attachment No. 1 and proposes the introduction of many of the provisions considered in 2012 (i.e. removal of overhead cupboards, counters, appliances, electric service and plumbing, etc.).

Proposed zoning amendments include wording that explicitly excludes bedrooms, showers and bathtubs and limits the extent of bathroom space, specifically:

- accessory buildings and structures shall not contain bedrooms, sleeping facilities or other living facilities; showers and bathtubs, with the exception of an accessory building or structure in the RA, AG1, AG2 and AG3 Zones where one (1) shower is permitted.
- the maximum number of bathrooms in an accessory building or structure shall be one (1) and shall not exceed a maximum floor area of 3.0 m<sup>2</sup>, with the exception of an accessory building or structure in the RA, AG1, AG2 and AG3 Zones where the maximum floor area of a bathroom may be 6.0 m<sup>2</sup>.

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**Alternative:**

THAT the Board of Directors not rescind Requirements for Decommissioning a Dwelling Policy.

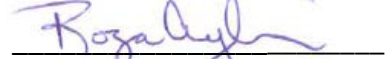
**Respectfully submitted:**



C. Garrish, Planning Supervisor

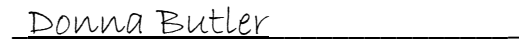


L. Walton, Building Supervisor



R. Aylwin, Bylaw Enforcement  
Co-ordinator

**Endorsed by:**



D. Butler, Development Services Manager

Attachments: No. 1 – Draft Decommissioning a Dwelling Unity Policy

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

**POLICY:** Decommissioning a Dwelling Unit

**AUTHORITY:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**AMENDED:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**POLICY STATEMENT**

The Regional District of Okanagan-Similkameen (RDOS) requires that a building or structure which constitutes a dwelling unit under the applicable Zoning Bylaw or BC Building Code, and which is not in compliance with the applicable Zoning Bylaw or BC Building Code regulations be decommissioned.

**PURPOSE**

To inform staff, developers, builders, subcontractors, designers and home owners of the Regional District's requirements for decommissioning a dwelling unit.

**RESPONSIBILITIES**

Development Services Department

**PROCEDURES**

The decommissioning of a dwelling unit will involve, at a minimum, the removal of the following:

- all bathrooms in excess of one (1) including tubs, showers, sinks, toilets, exhaust fans, waterlines and associated drain lines;
- the kitchen range hood, exhaust fan and applicable exhaust venting and wiring;
- 220-volt stove outlet (and capping of wiring to the electrical panel) and/or natural gas rough-in;
- all upper kitchen cabinets and washroom vanities; and
- all counter space and lower cabinets in excess of 1.5 metres.

All works related to the decommissioning of a dwelling unit shall be the subject of a Building Permit application showing the decommissioning plan and related structural changes and/or demolition.

All decommissioned buildings and structures shall comply with the applicable zoning regulations for an "accessory building and structure" (i.e. building heights, setbacks, bathroom floor area, etc.).

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

**POLICY:** REQUIREMENTS FOR DECOMMISSIONING A DWELLING

**AUTHORITY:** Board Resolution No. B326/12 dated September 6, 2012.

**AMENDED:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**POLICY STATEMENT**

The Regional District of Okanagan Similkameen shall ensure that buildings not in compliance with the building and zoning bylaws are decommissioned.

**PURPOSE**

To outline requirements to decommission an existing dwelling unit.

**DEFINITIONS**

“Dwelling Unit” is defined in the building code as:

*A series of rooms of complementary use, operated under a single tenancy, used or intended to be used as a domicile by one or more persons and usually containing cooking, eating, living, sleeping and sanitary facilities*

**RESPONSIBILITIES**

Development Services Department

**PROCEDURES**

Occupancy of the new building may occur prior to qualification for an occupancy permit if all related health and safety requirements are met. In this situation, the 60 days for decommissioning of the original dwelling shall commence from the date of occupancy. An occupancy permit will not be issued until the demolition or decommissioning is completed.

The Building Inspector and/or Planner must ensure the following work is undertaken to the original dwelling unit prior to issuance of the building permit for the new dwelling unit, as applicable:

- A written plan for the disposition.
- Building plans showing structural changes or demolition
- All permits required for the disposition of the existing structure must be applied for and approved.
- Any covenants, deposits or other ancillary requirements must be provided and completed.

The Building Inspector must ensure the following work is undertaken to the original dwelling unit prior to final approval of the building permit for the new dwelling unit:

- The work required by the approved change of use permit must be completed for the existing structure.
- Removal of the stove.

If, upon expiry of the 60 days from occupancy, and upon conduction of an inspection by the Building Inspector to ascertain whether the original dwelling has been decommissioned, or the permit conditions or requirements of the zoning bylaw or any registered covenants have not been met:

- The information will be provided to the Planner to ensure compliance with the zoning bylaw, and/or;
- The occupancy permit will not be issued, and/or;
- The building permit will be dealt with per RDOS enforcement policies pursuant to Board resolution # B354/09 and or zoning enforcement as applicable.

The bylaw enforcement officer of the RDOS may conduct a site inspection within the first 12 months of the completion of the building decommissioning to ensure that it has not been re-commissioned or otherwise used in an unauthorized manner.

## ADMINISTRATIVE REPORT

**TO:** Planning & Development Committee  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Review of Board Policies – OCP Bylaw Preparation and Consultation

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### Administrative Recommendation:

**THAT the Board of Directors rescind the OCP Bylaw Preparation and Consultation Policy;**  
**AND THAT the Board of Directors adopt the Official Community Plan Bylaw Consultation Policy.**

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### Purpose:

The purpose of this report is to provide an overview of the Board's current policy regarding the "early and on-going" consultation that is to be undertaken in relation to the preparation of an Official Community Plan (OCP) Bylaw.

### References:

OCP Bylaw Preparation and Consultation Policy (2008)

### Background:

At its meeting of July 3, 2008, the Board adopted its current policy in relation to the preparation, repeal or amendment of an OCP Bylaw.

The impetus for this policy was the pending Land Use Bylaw Repeal and Re-enactment (R&R) Process the Regional District was embarking upon following the revelation of "administrative deficiencies" related to a number of amendment bylaws (i.e. failure to obtain the Minister's approval prior to adoption).

To ensure that the Regional District was complying with the requirements of the *Local Government Act* for "early and on-going" consultation under Sections 475 and 476 as well as provincial guidelines for first nations consultation, the Policy sets out those persons, organizations and authorities to be consulted. It further establishes additional consultation to be undertaken with applicable School Districts.

### Analysis:

Since its adoption, the current policy has informed how Administration undertakes consultation and the presentation of the received feedback to the Board (i.e. "Public Process" section of Administrative Reports involving OCP amendments).

For these reasons, the Policy has maintained much of its relevance and should generally be maintained. There are, however, a couple of items which could be reviewed and updated. Specifically, those sections related to consultation with the relevant School District.

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The Policy currently suggests that Administration will only refer OCP amendments to the School District when the development has the potential to generate 50 or more school aged children (i.e. 295 or more multiple family housing units and/or 200 or more single-family housing units).

In actual practice, Administration has been referring all OCP amendments to the applicable School District in accordance with Section 476 (Consultation on planning for school facilities) of the Act.

With regard to Policy’s statement about consulting with the applicable School District “at the beginning of each school term in September of each year”, the Act already requires that the Regional District do this “at least once in each calendar year.”

Finally the Policy speaks to the Regional District and Schools District having agreed to share information – which is not a policy statement so much as a statement of fact.

Accordingly, and in recognition that the Regional District is no longer required to forward OCP amendments to the Minister for approval, Administration is recommending that the policy be updated.

**Alternative:**

THAT the Board of Directors not rescind the OCP Bylaw Preparation and Consultation Policy (2008).

**Respectfully submitted:**

**Endorsed by:**



C. Garrish, Planning Supervisor



D. Butler, Development Services Manager

Attachments: No. 1 – Draft Official Community Plan Bylaw Consultation Policy

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

**POLICY:** Official Community Plan Bylaw Consultation Policy

**AUTHORITY:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**AMENDED:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**POLICY STATEMENT**

The Regional District of Okanagan-Similkameen (RDOS) Board supports the undertaking of “early and ongoing” consultation with persons, organizations and authorities that may be affected by the preparation, repeal or amendment of an Official Community Plan (OCP) Bylaw.

**PURPOSE**

To provide direction to Regional District staff on appropriate opportunities for consultation during the preparation, repeal or amendment of an OCP Bylaw.

**RESPONSIBILITIES**

Development Services Department

**PROCEDURES**

1. Consultation with persons, organizations and authorities that may be affected by the enactment, repeal or amendment of the Official Community Plan bylaw (e.g. where the other parties’ land use, programming, servicing, transportation and environmental interests may be affected) shall be undertaken in an “early and ongoing” manner.
2. “Early and ongoing” consultation should be undertaken with the external agencies listed below and with any other persons, organizations and authorities, as deemed appropriate:
  - i) the Boards of adjacent Regional Districts;
  - ii) local First Nations;
  - iii) the Councils of adjacent Municipalities;
  - iv) the Agricultural Land Commission;
  - v) School District(s) (i.e School District 53);
  - vi) Interior Health Authority;
  - vii) Community Groups and Neighbours;
  - viii) All relevant Federal and Provincial Government Agencies.



3. Prior to or at first and/or second reading of a proposed Official Community Plan Bylaw or amendment bylaw, the Board will consider, through the receipt of a staff report summarizing the consultation undertaken, if additional consultation with external agencies, persons, organizations and authorities is required.
4. Consultation may involve a variety of methods, including information meetings, open houses, flyers, surveys, dialogue and/or written correspondence.
5. The Board will take into account the provincial consultation guidelines, and in particular the guidance respecting consultation with local First Nations.

DRAFT

**P O L I C Y**

**POLICY NO: P6480-00.01**

**Page 1 of 2**

**SUBJECT: OCP BYLAW PREPARATION CONSULTATION POLICY**

<b>Effective Date</b>	<b>Amendment</b>	<b>Board Resolution</b>	<b>Administered By</b>
July 3, 2008		B294/08	Development Services Manager

**POLICY:**

It is Regional Board Policy that:

**1. PURPOSE**

In accordance with the requirements of the *Local Government Act* section 879 and section 881 that require a local government to consider opportunities for consultation during the presentation, repeal or amendment of an Official Community Plan (OCP), this policy provides direction to Regional District staff and Board.

**2. CONSULTATION CONSIDERATIONS**

It is Board policy that, where the development, repeal or amendment of an Official Community Plan (OCP) (including an Area Plan) bylaw is proposed:

- (1.) The Board will consider consultation with persons, organizations and authorities that may be affected by the enactment, repeal or amendment of the Official Community Plan bylaw (e.g. where the other parties' land use, programming, servicing, transportation and environmental interests may be affected).
- (2.) The Board will consider early and ongoing consultation with the external agencies listed below and with any other persons, organizations and authorities, as deemed appropriate:

<b>External Agencies Which Will Be Considered For Consultation</b>
<input type="checkbox"/> The Boards of adjacent Regional Districts
<input type="checkbox"/> First Nations
<input type="checkbox"/> The Councils of adjacent Municipalities
<input type="checkbox"/> BC Agriculture Land Commission
<input type="checkbox"/> School Board(s) (e.g. School District 53)
<input type="checkbox"/> Interior Health Authority
<input type="checkbox"/> Community Groups and Neighbours
<input type="checkbox"/> All relevant Federal and Provincial Government Agencies

(3.) School Board Consultation

- (a) In addition to required consultation under section 881 of the *Local Government Act*, Regional District staff shall refer proposed OCP amendments to the School Board where the OCP amendment involves a residential development which would have the potential to generate for 50 or more school aged children (e.g., 295 or more multiple family housing units and/or 200 or more single-family housing units).
  - (b) Where in a calendar year, should there be no OCP bylaw amendment that meets this criterion, Regional District staff will consult with the School Board, on the overall OCP and its implications on the School Board (e.g., school needs) at the beginning of each school term in September of each year.
  - (c) The 'Regional District and the School Board have agreed to share information (e.g., statistics, maps, reports) to co-ordinate Regional Board and School Board interests and facilitate consultations.
- (4.) Prior to or at first and/or second reading of a proposed Official Community Plan Bylaw, the Board will consider, through the receipt of a staff report summarizing the consultation to be undertaken, if additional consultation with external agencies, persons, organizations and authorities is required.
- (5.) Consultation may involve a variety of methods, including information meetings, open houses, flyers, surveys, dialogue and/or written correspondence.
- (6.) The Board will take into account the provincial consultation guidelines, and in particular the guidance respecting consultation with First Nations, since the bylaw requires approval of the Minister.

In addition, the Board will consult with the Boards of education of school districts in the area of the plan, in accordance with section 881 of the *Local Government Act*.



# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## Corporate Services Committee

Thursday, February 11, 2016

9:45 am

## REGULAR AGENDA

---

**A.** APPROVAL OF AGENDA

**RECOMMENDATION 1**

**THAT the Agenda for the Corporate Services Committee Meeting of February 11, 2016 be adopted.**

---

**B.** DELEGATION

SIBAC presentation and funding request to the Board.

1. SIBAC PowerPoint Presentation.
- 

**C.** Board Policy Review: Rural Curbside Garbage and Recycling Collection.

1. Rural Curbside Garbage and Recycling Collection Service Exemption.

To revise outdated Board policies.

**RECOMMENDATION 2**

**THAT the Board of Directors adopt the revised Rural Curbside Garbage and Recycling Collection Service Exemption Policy.**

---

**D.** Q4-2015 Corporate Action Plan

---

**E.** 2015 Performance Plan

---

**F.** 2016 Corporate Action Plan

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**G.** ADJOURNMENT



# ***Presentation to the Regional District of Okanagan Similkameen***

February 11, 2016

**Southern  
Interior  
Beetle  
Action  
Coalition**





# Presentation Outline

- **Brief Background on SIBAC**
- **Overview of SIBAC's Major Accomplishments to Date**
- **The Future Focus and Priorities of SIBAC**


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## **SIBAC MEMBER ORGANIZATIONS**

- **Lillooet Tribal Council**
- **Nlaka'pamux Nation Tribal Council**
- **Nicola Tribal Council**
- **Okanagan Nation Alliance**
- **Shuswap Nation Tribal Council**
- **Ktunaxa Nation Council**
- **Community Futures Development Corporation of the Central Interior First Nations**
- **Squamish Lillooet Regional District**
- **Thompson Nicola Regional District**
- **Regional District of Okanagan-Similkameen**
- **Regional District of Central Okanagan**
- **Regional District North Okanagan**
- **Columbia Shuswap Regional District**
- **Regional District of Kootenay Boundary**
- **Regional District of Central Kootenay**
- **Regional District of East Kootenay**

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# Regional Districts and Timber Supply Areas in the BC Southern Interior

Produced for:



Mountain Pine Beetle  
Emergency Response  
Team

Prepared by:




Integrated  
Land Management  
Bureau

Regional Client Service Division














LMB Project No: P07-0421  
Document Name: Regional\_District\_TSA\_Overview\_Map  
30/06/06, Popradine, Jennifer, road  
Projection/Datum: BC Albers, NAD83  
Date Created: March 21, 2007  
Created by: Southern Interior Service Center

0 20 40 80 KM

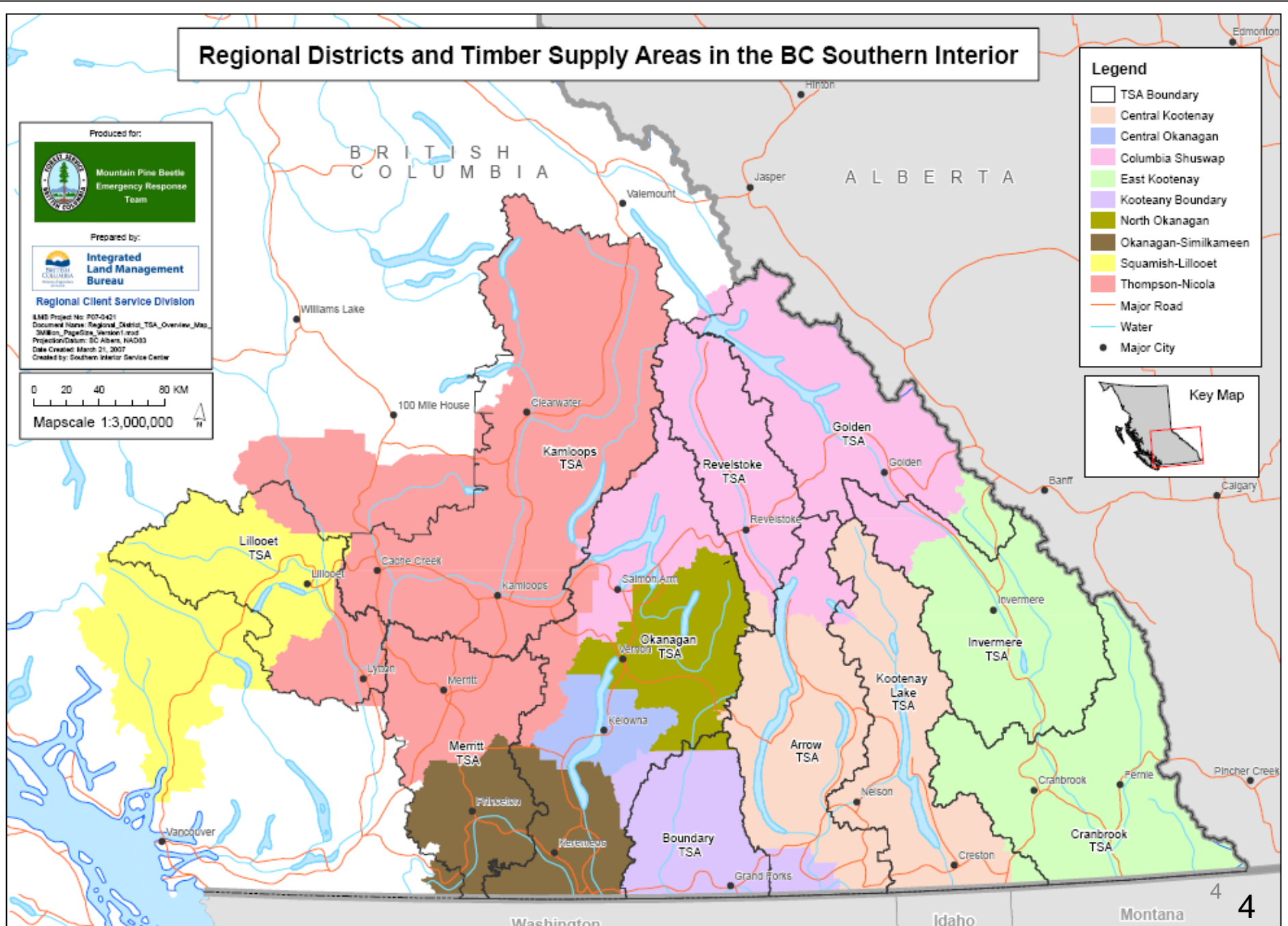
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### Legend

-  TSA Boundary
-  Central Kootenay
-  Central Okanagan
-  Columbia Shuswap
-  East Kootenay
-  Kootenay Boundary
-  North Okanagan
-  Okanagan-Similkameen
-  Squamish-Lillooet
-  Thompson-Nicola
-  Major Road
-  Water
-  Major City

### Key Map

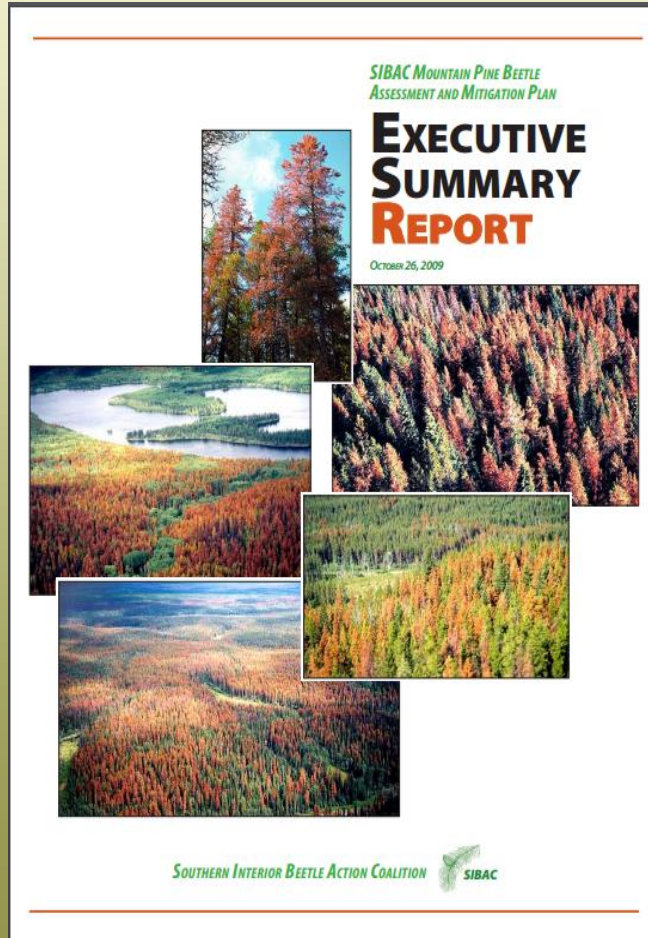






# SIBAC Mountain Pine Beetle Mitigation Plan



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- Extensive Background Research & Public Consultations
- 24 Recommendations



# **Challenges for some Smaller Rural Communities**

- **Loss of Resource Sector jobs**
- **Slower rates of employment growth**
- **Slower rates of business development and expansion**
- **Continued Out-migration of Youth**
- **Increasingly older demographic profile in many rural communities**


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# **SIBAC Focus For Last 3** **Years**

**Worked at Several Levels  
Simultaneously:**

- 1.) Support Local Economic Development  
Projects**
- 2.) Develop & Fund Regional Capacity  
Building Projects**
- 3.) Develop & Complete Rural Research,  
Education & Advocacy activities**

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# Accomplishments: Local Economic Development Projects

## SIBAC – Supporting Rural Communities & Economic Development Across the Southern Interior

### Thompson/Fraser Canyon

- Seton Band Heavy Equipment Training (WED-CEDI)
- Upper St'at'imc Cultural Heritage Tourism (WED-CEDI)
- Lillooet Tribal Council Pellet Plant Business Plan
- Nlaka'pamux Tribal Council Value Added/Bioenergy
- Lytton First Nations (TRU Tourism Project)
- Nicola Similkameen IFPA Salvage Strategy Viewer Tool
- Cayooshe Creek Indian Band Split Rock Wild Plant Nursery
- SLRD Ferguson Creek Hydropower Project
- LTC St'at'imc Silviculture Training Program
- First Nations Emergency Services Wildland Fire Suppression Training
- Cooks Ferry Band Memorial Project
- Gold Country GeoTourism
- Lower Nicola Indian Band - Pellet Manuf. Viability
- Merritt Walk of Stars - Training/Skills Development
- Coldwater Indian Band - Coldwater River Eco Health Workshop
- First Nations Agricultural Association - Grass-Fed Beef Marketing
- North Thompson Agriplex
- SNTC Tourism Conference
- Clearwater (Green Energy & Bridges II)
- Thompson Shuswap Food Connections

### Okanagan/Shuswap

- Princeton Bioenergy & fiber supply
- Princeton (TRU Tourism Project)
- Coldwater Indian Band - Coldwater River Eco Health Workshop
- First Nations Agricultural Association - Grass-Fed Beef Marketing
- Adams Lake Band Commercial Park Feasibility St ONA Business Facilitation
- ONA Nursery Feasibility Study
- OSRD Economic Development
- Okanagan Falls Ec. Dev./Tourism Strategy
- South Okanagan Similkameen Invasive Plant Partnership
- Eagle Valley Moving Forward Together Workshop
- OSRD Watershed Water Quality/Sustainability Plan
- City of Armstrong (Green Energy Project)
- Splat'sin First Nation - Non-Timber Forest Resource Forum
- First Nations Agricultural Assoc. Grass-Fed Beef
- Grindrod Recreation Association Community Hall
- Economic Gardening Conference Sponsorship



### East Kootenay/Columbia Valley

- Kootenay Aboriginal Business Advocate Society Business Training
- Kootenay Rookies Regional Ec. Alliance Baseline Ec. Assessment
- Invest Kootenay Partnership
- East Kootenay Employment Lands Inventory
- KNC Fuel Management Project
- Nupqu Development Corp. Bioenergy Feasibility Study
- Kimberley Watershed Risk Assessment
- St. Mary's Band Biomass Heating
- Columbia Headwaters Community Forest Business Plan
- Economic Gardening Columbia Valley
- Columbia Tourism Strategy
- Canal Flats Discovery Centre
- Golden Area Regional Economic Development Assessment & Plan

### West Kootenay/Boundary

- Lardeau Valley Forest Inventory/Investors Package
- Nakusp (WW2RH & Bridges II)
- Kaslo (Bridges II)
- Kettle River Watershed Management
- Boundary Business Retention & Expansion
- Boundary Chamber of Commerce
- Kettle River Riparian Work
- Beaverdell Heritage Museum Feasibility Study
- Grand Forks Rural BC Summit 2012
- Christina Lake Gateway Tourism
- Christina Lake Venture Capital Corporation
- Kaslo Rural BC Summit 2014

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# Accomplishments: Local Projects in RDOS

Have provided support and funding to several projects in the Region including:

- **Okanagan Falls Economic Dev Plan**
- **South Okanagan Invasive Plant project**
- **Princeton Bioenergy Feasibility Assessment**
- **RDOS Watershed Sustainability Plan**
- **Organic Farming Institute of BC (Keremeos)**
- **South Okanagan Business Solutions Forum**

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# Accomplishments: Regional Capacity Building Projects



## CONFERENCE INVITATION

**MOBILIZING LOCAL INVESTMENT CAPITAL IN RURAL COMMUNITIES**

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# Accomplishments: Rural Research, Education & Advocacy



**To Date Provincial Government has taken action on 3 of our Rural BC Project Recommendations:**

- ✓ **Designation of Minister Thomson as the senior Cabinet Minister responsible for Rural Communities**
- ✓ **Creation of the Rural BC Advisory Council**
- ✓ **Creation of the new Rural Dividend Funding Program (\$75 million over 3 years)**

# Accomplishments: Rural Research, Education & Advocacy

## GROWING THE BC INTERIOR VALUE ADDED WOOD SECTOR

### SUMMARY REPORT

Prepared for:  
The Southern Interior Beetle Action Coalition

Prepared by:  
Ray Schultz, RPF (retired)  
Rob Kozak, B.Sc. Ph.D.  
Garry Merkel, RPF  
Randy Sunderman, B.Sc. (bio) BA (econ)  
Jim Thrower, B.Sc. Ph.D. RPF

Date June 27, 2013

## AREA-BASED TENURE CONSULTATION

### SUBMISSION TO JIM SNETSINGER

Submitted By:



Date: May 29, 2014

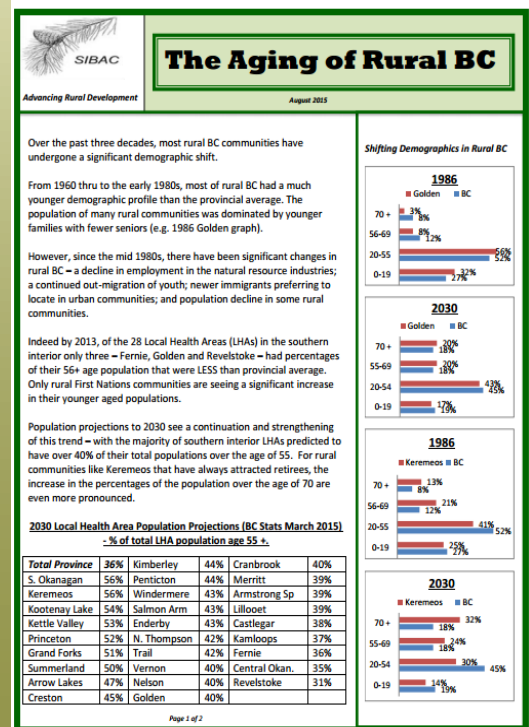
REVERSING THE TIDE  
Strategies for Successful Rural Revitalization



# Keeping it Rural

2015 Conference

SOUTHERN INTERIOR BEETLE ACTION COALITION



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# Future Focus for SIBAC

## **3 Key Roles for 2016 to 2018:**

- 1) Continue to Serve as an Effective Voice on Rural Issues**
- 2) Connect Rural Communities to Resources**
- 3) Act as an effective Catalyst to Advance Rural Development**

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# **Key Projects & Initiatives for 2016 to 2018**

- **Continue to research and advocate for new rural initiatives and policies**
- **Organize and host Keeping it Rural 2017**
- **Host workshops/webinars on rural topics**
- **Facilitate development of local rural investment funds**
- **Lead the development of a Rural Intern project**

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# Thank you!

For more Information Please visit:  
SIBAC Website: [www.sibacs.com](http://www.sibacs.com)

Or Contact us at:  
E-mail: [admin@sibacs.com](mailto:admin@sibacs.com)

**S**outhern  
**I**nterior  
**B**eetle  
**A**ction  
**C**oalition

## ADMINISTRATIVE REPORT

**TO:** Corporate Services Committee  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Board Policy Review



---

### Administrative Recommendation:

**THAT the Board of Directors adopt the revised Rural Curbside Garbage and Recycling Collection Service Exemption Policy.**

### Purpose:

To revise outdated Board policies.

### Reference:

[Regional District of Okanagan-Similkameen Policy Manual](#)

Rural Curbside Garbage and Recycling Collection Service Exemption Policy – revised

### Business Plan Objective:

Goal 4.4 of the RDOS Business Plan is to develop a responsive, transparent, effective organization. One of the objectives of this goal is achieved by developing policy framework and ensuring policy is current and represents the Boards intentions.

### Analysis:

The Board requires clear policies and as such has instructed that a process to ensure the timely review and update of Board policy be implemented.

In order to achieve this objective, outdated policy will be brought forward for review to Corporate Services Committee meetings and future review dates will be established. It is expected that this process will complete in the first quarter of 2016.

The intention is to create relevant, transparent policies which are easy for the public to access and that set out how the Board wants recurring issues to be addressed.

The Board may access the RDOS Board Policy manual at the referenced hyperlink to view the current policies and track progress of amendments as they occur.

The following changes have been made to the Rural Curbside Garbage and Recycling Collection Services Exemption Policy:

- Updated references to Provincial legislation and Regional District bylaws;
- Addition of reasons for which the Board may allow a waiver of service;
- Clarification provided for reasons for which deny a request for waiver of service;
- Definition of Residential premise;
- Responsibility of Public Works Manager to apply policy to exemption requests;
- Minor textual amendments.

**Alternatives:**

**THAT the Board of Directors not adopt the revised Rural Curbside Garbage and Recycling Collection Service Exemption Policy.**

**Communication Strategy:**

Changes to Board policy are posted to the internal intranet and to the public internet.

**Respectfully submitted:**

*“Christy Malden”*

---

C. Malden, Manager of Legislative Services

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

**POLICY:** Rural Curbside Garbage and Recycling Collection Service Exemption

**Comment [GC1]:** New name. Removed reference to Campbell Mtn Landfill in title.

**AUTHORITY:** Board Resolution No. B440/02 dated August 15, 2002.

**AMENDED:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**POLICY STATEMENT**

Regional District of Okanagan-Similkameen Solid Waste Collection and Drop-Off Service Regulation Bylaw states "every owner of a residential premises in the service region to whom the Board does not grant an exclusion or exemption (a) must use the Solid Waste Collection and Drop-Off Service established by Bylaw No. 2190, 2003; and (b) pay the rates and fees set out in the Regional District of Okanagan-Similkameen Fees and Charges Bylaw."

**Comment [GC2]:** removed reference to old bylaw number.

**Comment [GC3]:** Removed reference to old bylaw number.

Several common themes have emerged as to why a resident does not wish to receive or pay for solid waste collection service. Reasons that are not considered adequate for exemption from the mandatory solid waste collection service are listed below.

**PURPOSE**

To allow the Board of Directors to be consistent with requests for exemption from the Solid Waste Collection and Drop-Off Service.

**DEFINITIONS**

**Comment [GC4]:** new

Residential premise shall be characterized as any "dwelling unit" as defined in Regional District of Okanagan-Similkameen Zoning bylaws.

**RESPONSIBILITIES**

**Comment [GC5]:** expanded

The Public Works Manager shall review all requests for exemptions using this policy and respond to those requests in a timely manner. Where the Public Works Manager believes this policy is not clear enough to apply to an exemption request, the Public Works Manager may bring the exemption request to the Board of Directors for consideration.

**PROCEDURES**

Reasons for Which the Regional Board Will Not Grant a Waiver of Service:

1. Household generates little or no garbage.

It is possible to reduce waste through smart shopping, composting, and recycling. However there is always something to throw out that cannot be reused, such as toothpaste tubes, broken dishware, and other garbage. This service is similar to others such as sewer, library, and water that have fixed operating costs all year round. Most of the collection service costs are incurred by driving the garbage collection route, not by stopping at a specific house to pick up a varying number of garbage containers. Social, legal, and environmental benefits of the service such as tidier streets, less traffic, increased

**Comment [GC6]:** added examples of other mandatory services

---

responsibility in the management of household garbage, and achievement of waste reduction goals outweigh concerns about variations in the level of use.

2. Residents are away from home for extended periods of time because of job requirements, vacation, alternate winter residence.

This service is similar to others such as sewer, library, and water that have fixed operating costs all year round. Most of the collection service costs are incurred by driving the garbage collection route, not by stopping at a specific house to pick up a varying number of garbage containers. Social, legal, and environmental benefits of the service such as tidier streets, less traffic, increased responsibility in the management of household garbage, and achievement of waste reduction goals outweigh concerns about variations in the level of use. Furthermore, occupancy of a dwelling cannot be monitored to ensure abuse of an exemption is not taking place.

3. Property is a recreational home and is only occupied during the summer.

This service is similar to others such as sewer, library, and water that have fixed operating costs all year round. Most of the collection service costs are incurred by driving the garbage collection route, not by stopping at a specific house to pick up a varying number of garbage containers. Social, legal, and environmental benefits of the service such as tidier streets, less traffic, increased responsibility in the management of household garbage, and achievement of waste reduction goals outweigh concerns about variations in the level of use. Furthermore, occupancy of a dwelling cannot be monitored to ensure abuse of an exemption is not taking place.

4. Resident prefers to pay private hauler and have a more flexible service.

Since the Regional District contractor will be driving past this home anyway, there is no need to increase truck traffic in a residential neighbourhood. The costs of the collection program can only be minimized and stabilized if everyone contributes. Having separate collection trucks for each home, instead of a community collection program, significantly raises the cost of service for all home owners.

**Comment [GC7]:** Removed reference to private haulers not working toward waste reduction goals.

5. Property is not easily accessible and owner does not want to bring garbage to a common area for collection.

Property owners must accept the consequences of choosing a particular location for their home and are solely responsible for making their property accessible. It reduces vehicle traffic and air pollution if residents drive their garbage to a public roadway instead of the entire distance to the landfill.

**Comment [GC8]:** Removed comment regarding what service may be like in the future.

6. Resident prefers to go to the landfill directly

Taking garbage directly to a Landfill is allowable, but a tipping fee is paid at the site. This provides a monetary incentive to reduce garbage but does not meet other objectives of the garbage collection program, such as reducing vehicle traffic associated with garbage disposal and promoting accessible recycling services for all residents. As well there is no way of verifying that household garbage and recyclable materials is actually going to the landfill and not being disposed of illegally at a different location.

**Comment [GC9]:** Removed reference to Campbell Mountain.

**Comment [GC10]:** Removed citing of current tipping fee.

**Comment [GC11]:** Removed comparison between cost of service and 26 trips to landfill.

7. Resident prefers to take garbage to the dumpster at work.

Taking garbage to a commercial bin is unacceptable for many reasons. There is no direct cost incentive to reduce waste going into a commercial bin, unless you happen to be the owner or renter of that bin. Many business owners and hauling companies have resorted to locking up their bins in order to avoid

**Comment [GC12]:** Removed reference to RDOS' ability to monitor creation of garbage, and the goals of the Waste Management Plan.

---

paying for extra garbage placed there by residents who are not using the traditional residential garbage collection programs. Since the Regional District cannot possibly enforce or verify the legitimacy of residential waste in commercial bins, this means of garbage disposal cannot be considered as a reason for exemption.

8. Resident is on a fixed or low income.

Solid waste collection service is not different from any other mandatory municipal, regional and provincial services. Regardless of income, waste is still being generated and must get to a local landfill. In many cases, the new service is significantly cheaper than previous options, such as a private hauling service or direct trips to the landfill.

9. Resident has a physical inability to get garbage to the curb.

In most cases, the garbage leaves the house by the same manner in which it got inside - through the help of neighbours, friends, or relatives. Higher levels of service and special consideration may be available for extreme cases.

10. Resident is burning or burying waste on property.

Burning or burying waste on private property is not an acceptable long-term solution for managing waste. Smoke from open burning has become a significant environmental problem in British Columbia, threatening health and reducing visibility. Under the Environmental Management Act, domestic waste and plastics are a prohibited material for burning, even if a permit from the Ministry of Forests or the applicable Fire Department has been granted. Burying waste requires special approval from the Ministry of Environment.

**Comment [GC13]:** Updated reference to Provincial legislation and Provincial ministries.

Reasons for Which the Regional Board May Allow the Public Works Manager to Grant a Waiver of Service:

**Comment [GC14]:** This section is new.

1. The building being charged for service is no longer a dwelling unit or on the property

Buildings or other improvements that do not meet the definition of a dwelling unit may be removed from service. This may occur due to demolition of the building, loss from fire, the building being condemned or removal of a mobile home.

2. Adequate commercial bin service on the property in question

Some mobile home parks and properties with businesses have found it preferable to have commercial garbage and recycling bins located on their property for use by residents rather than allow house by house collection. These properties may be removed from service so long as a licensed commercial waste hauler is providing adequate and consistent garbage and recycling service to the residents on the property and the commercial bins are located on the property in question.

3. The property cannot be accessed via a maintained road

Where homes are located in an area where the Public Works Manager determines that service cannot be provided due to lack of a safe road for collection vehicles, the home may be removed from service.





# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## Environment and Infrastructure Committee

Thursday, February 11, 2016

12:00 pm

## REGULAR AGENDA

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### A. APPROVAL OF AGENDA

#### RECOMMENDATION 1

**THAT the Agenda for the Environment and Infrastructure Committee Meeting of February 11, 2016 be adopted.**

---

### B. Adoption of the West Bench Water System Water Conservation Strategy.

#### 1. West Bench Water System – Water Conservation Strategy

For the Regional District to have a water conservation plan in place for the West Bench Water System that will help ensure sufficient water for the users through efficient and cost-effective water use practices.

#### RECOMMENDATION 2

**THAT the Regional Board of Directors adopt the “West Bench Water System Water Conservation Strategy” as presented at the February 11th, 2016 Environment Services Committee.**

---

### C. Adoption of the Faulder Water Conservation Plan.

#### 1. Faulder Water Conservation Plan.

For the Regional District to have a water conservation plan in place for the Faulder Water System that will help ensure sufficient water for the users through efficient and cost-effective water use practices.

#### RECOMMENDATION 3

**THAT the Regional Board of Directors adopt the “Faulder Water Conservation Plan” as presented at the February 11th, 2016 Environment Services Committee.**

---

- D. Adoption of the Faulder Water System Well Protection Planning Report
1. Faulder Water System Well Protection Planning Report

For the Regional District to have a wellhead protection plan in place for the new Faulder well that contains realistic protective measures to manage activities in the capture zone (or recharge area) to reduce the risk of contaminating the well supply

**RECOMMENDATION 4**

**THAT the Regional Board of Directors adopt the “Faulder Water System Well Protection Planning Report” as provided at the February 11th, 2016 Environment Services Committee.**

---

- E. ADJOURNMENT

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Adoption of the West Bench Water System Water Conservation Strategy

---



### **Administrative Recommendation:**

**THAT the Regional Board of Directors adopt the “West Bench Water System Water Conservation Strategy” as presented at the February 11th, 2016 Environment Services Committee.**

### **Purpose:**

For the Regional District to have a water conservation plan in place for the West Bench Water System that will help ensure sufficient water for the users through efficient and cost-effective water use practices .

### **Business Plan Objective:**

Goal 3.3: To develop an environmentally sustainable community

### **Background:**

The Regional District of Okanagan-Similkameen owns and operates the West Bench Water System. West Bench is a community located within the RDOS. It is just outside the City of Penticton’s boundary. West Bench is mainly bounded in all four directions by the Penticton Indian Reserve. On the north by the community of Sage Mesa, and on the west by private land and the community of Husula Highlands. Husula Highlands and Sage Mesa are supplied with potable water from a private water utility. The West Bench Water System supplies domestic and irrigation water to 352 properties and 72 acres of irrigated lands.

The entire distribution system has been upgraded significantly in recent years and is now fed from the City of Penticton’s water supply. These upgrades included water metering, backup power and a new booster station which pumps the City of Penticton’s treated water supply into the distribution system and balancing reservoir. The Regional District is currently constructing a second reservoir to accommodate a capacity shortfall of 550m<sup>3</sup>. There is a single pressure zone in the West Bench Water System ranging from approximately 40 psi to 150 psi.

As part of the new upgrades to the West Bench Water System the Regional District wants to continue its water conservation efforts, extend the life of the new infrastructure, reduce power expenses and help ensure there is sufficient water for the current and future West Bench Water System Users. A

water conservation plan will assess the water supply and demand management needs and provide recommendations on how to do this.

**Analysis:**

Since 2003 the West Bench Water System has achieved a 26% reduction in water. Continuing this trend with an approximate 15% demand reduction by 2020 will help reduce operations and maintenance costs, work towards achieving targets for the Okanagan Basin Water Board vision for maintaining the water basin’s integrity and work towards achieving the RDOS Corporate Climate Action Planning goals. To work towards this goal the West Bench Water Conservation Plan recommends:

- Implementing a universal metering “user pay” pricing structure;
- Improving the Regional Water Use and Conservation Bylaw (currently underway);
- Continuing the Water Conservation Program and other related water conservation programs, with potential enforcement, if necessary; and
- Continuing implementation of water loss management activities.

**Alternatives:**

The Board may choose not to endorse the West Bench Water Conservation Plan as it is written and refer it back to staff.

**Communication Strategy:**

The West Bench Water Conservation Plan will be detailed in a newsletter mail out to the West Bench Residents and posted on the Regional District website for reading. The West Bench Water Conservation Plan will also be submitted to the Ministry of Community, Sport and Cultural Development-Local Government Infrastructure and Finance as a supporting document for the Building Canada Fund Program-Communities Component Grant for the West Bench Improvement District Treated Water Supply and Upgrade Project.

**Respectfully submitted:**

*Candace M. Pilling*

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C. Pilling, Engineering Technologist

# WEST BENCH WATER SYSTEM

## WATER CONSERVATION STRATEGY



FEBRUARY 2016



# EXECUTIVE SUMMARY

The West Bench Water System is located along the southwest side of Okanagan Lake, immediately west of the City of Penticton within the Regional District's Electoral Area 'F', and serves a year-round population of approximately 1050 people. The land use within the West Bench Water System is composed mainly of large semi-rural properties, along with several large acreages, one school, two irrigated parks, and the water utility. The water use has been estimated as 62% residential and 38% agricultural for the water system; however 65% of total annual demand is used for irrigation and agricultural purposes.

The water supply for the West Bench Water System has recently undergone a major upgrade. The Regional District has a bulk water purchase agreement with the City of Penticton for clean filtered water. The water is now supplied to the area through a connection to the City's water system east of the community. Ultimately the origin of the water source, the Okanagan Basin, remains the same.

Since 2003, the West Bench Water Utility has reduced demand by 26% through a series of pipe replacement programs, public outreach and education programs, low flow fixture replacements, and water use regulations. To complement the Regional District's current and upcoming policies and regulations, the West Bench Water Utility has set a target to reduce gross community water consumption by an additional 15 per cent by 2020.

The West Bench Water System's 2013 Maximum Day Demand was 4,600 m<sup>3</sup>/day. By implementing the activities outlined in this plan, a 15% reduction in demand will result in a Maximum Day Demand of approximately 3,910 m<sup>3</sup>/day or approximately 252,000,000 litres of water annually by 2020.

In order to achieve this reduction target, the Regional District will focus their water conservation efforts on the objectives outlined below. It is important to note that these objectives have been developed based on the best available data. As the data changes or is refined through enhanced monitoring and analysis or the implementation of improved data gathering technologies, the objectives of this Strategy may also need to be changed or refined accordingly.

- Implementation of universal metering with "user pay" pricing structure;
- Improved Regional Water Use and Conservation Bylaw;
- Continuation of water conservation programs, with potential enforcement, if necessary;
- Continued implementation of water loss management activities.

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# 1 WATER CONSERVATION OBJECTIVES

## 1.1 WATER CONSERVATION OBJECTIVES

The Regional District of Okanagan-Similkameen (RDOS) has recently commissioned and completed an upgrade to the West Bench Water System, supported in part by two infrastructure grants administered by the Ministry of Community, Sport and Cultural Development. A complementary step to the upgrades is to complete a West Bench Water Conservation Strategy. A properly created and implemented conservation plan will help to extend the life of the infrastructure and reduce power expenses.

The West Bench Water System is a relatively small user within the Okanagan Basin, but the Regional District recognizes the importance of water conservation to protect and sustain the water levels in Okanagan Lake. The objective of this Strategy is to consider management alternatives for West Bench so it can do its part to protect and sustain water supply levels in Okanagan Lake.

The Regional District's Conservation Strategy for the West Bench Water System strives to meet the goals of several policy and regulatory initiatives including:

- Provincial *Living Water Smart* initiative;
- the OBWB's Okanagan Water Wise goals;
- Regional District's *Strategic Plan*,
- RDOS *Corporate Climate Action Plan*,
- RDOS *South Okanagan Regional Growth Strategy*,
- RDOS *Area 'F' Official Community Plan*;
- Biodiversity strategy for the Okanagan-Similkameen entitled *Keeping Nature in our Future*; and
- The agreement between the City of Penticton and the Regional District for the Purchase of Bulk Water.

Collectively, all work in concert to support water conservation and efficient infrastructure. The provisions in the Regional District's water use bylaws, both current and future, speak directly to reducing water use and will supplement these policies and goals by providing tools to achieve these objectives.

Water reduction targets in this plan are set to be reduced by another 15% to achieve a Maximum Daily Demand of 3,910 m<sup>3</sup>/day by 2020.

## 1.2 CONSULTATION

The Water Conservation Strategy will undergo various consultations prior to finalization and implementation. Some suggested parties to review the document and the proposed initiatives are as follows:

- Internal Regional District staff, including the RDOS representatives on the OBWB Water Stewardship committee
- Electoral Area F Director Michael Brydon
- City of Penticton
- Consulting engineering firm WSP Canada Inc (formerly Focus Corporation) whom designed the new booster station and supply watermain from the City
- Regional District Board of Directors

# 2 COMMUNITY PROFILE

The West Bench Water System is located along the southwest side of Okanagan Lake, immediately west of the City of Penticton within the Regional District's Electoral Area 'F'. The water system is mainly bound in all four directions by the Penticton Indian Reserve No. 1. On the west and north are other rural residential neighbourhoods in the Area 'F' greater West Bench area. To the east of West Bench are Highway 97, Okanagan Lake, and additional smaller parcels of Penticton Indian Reserve Land.

The West Bench is located within a semi-arid grassland ecosystem, and sits on glacio-lacustrine and alluvial terraced deposits adjacent to the southwest end of Okanagan Lake. The elevation is approximately 440 m. Daily mean temperature is 9.20 C. Average yearly precipitation is 333mm with 280 mm falling as rain and 67.2 cm falling as snow.

Figure 2-1 - West Bench location in relation to the City of Penticton and Okanagan Lake



## 2.1 SERVICE POPULATION AND DEMOGRAPHICS

The West Bench Water System serves a year-round population of approximately 1050 people. The land use within the West Bench Water System is currently composed of semi-rural properties. According to 2013 BC stats data<sup>1</sup>, approximately 30% of the population in the Regional District was over 65 with another 34% in the 50-64 age cohorts. As with the remainder of the Regional District, the West Bench demographic follows this trend of an aging population.

## 2.2 SEASONAL POPULATION VARIABILITY

The West Bench consists primarily of a permanent population with an estimated 20 % of the population (“snowbirds”) leaving for a portion of the winter months. There is a not a significant increase in population due to tourism during the summer months.

## 2.3 COMMUNITY GROWTH ESTIMATES

The West Bench land use has undergone transformation to primarily rural residential from orcharding since its development in the early 1950s. The conversion of land use was largely a result of subdivisions being permitted prior to the early 1990’s. However, due to the highly erodible silt-laden lacustrine soils, ground water loading is to be avoided to prevent surface and subsurface erosion, and

<sup>1</sup> <http://www.bcstats.gov.bc.ca/StatisticsBySubject/Demography/PopulationEstimates.aspx>

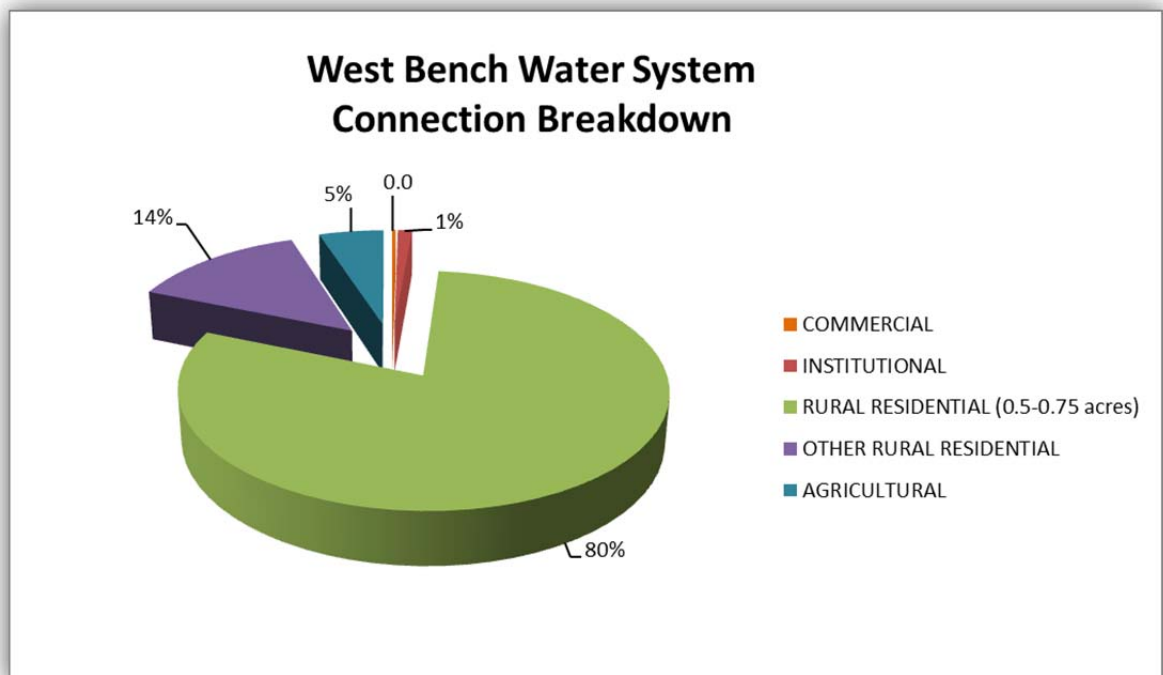
as a result, no additional septic systems are to be installed through further subdivision, secondary suites, or accessory dwellings.

A wastewater collection system that might counteract the effects of ground water loading is extremely costly in an area of such low density. As such, this Water Conservation Strategy will assume the current population for the area will remain relatively stable in the near future. The projected annual population growth rate is very low at 0.001% as the area is built out with minimal opportunity for expansion.

## 2.4 WATER CONNECTION SUMMARY

In 2013, the West Bench water service supplied approximately 1050 people through 357 connections of which 95% are rural residential, 80% of which are 0.5 to 0.75 acres in size (0.2 to 0.3 ha). The remaining 7% of the properties include 18 large acreages, many of which are commercial orchards, as well as one K-5 elementary school, two irrigated parks, a few small homebased businesses and the water utility.

Figure 2-2 - West Bench Water System Connection Breakdown



## 2.5 INFRASTRUCTURE SUMMARY

The West Bench Irrigation District (WBID), originating in 1953, established and expanded the West Bench Water System until it dissolved in 2011, passing ownership of the water system to the Regional District of Okanagan-Similkameen.

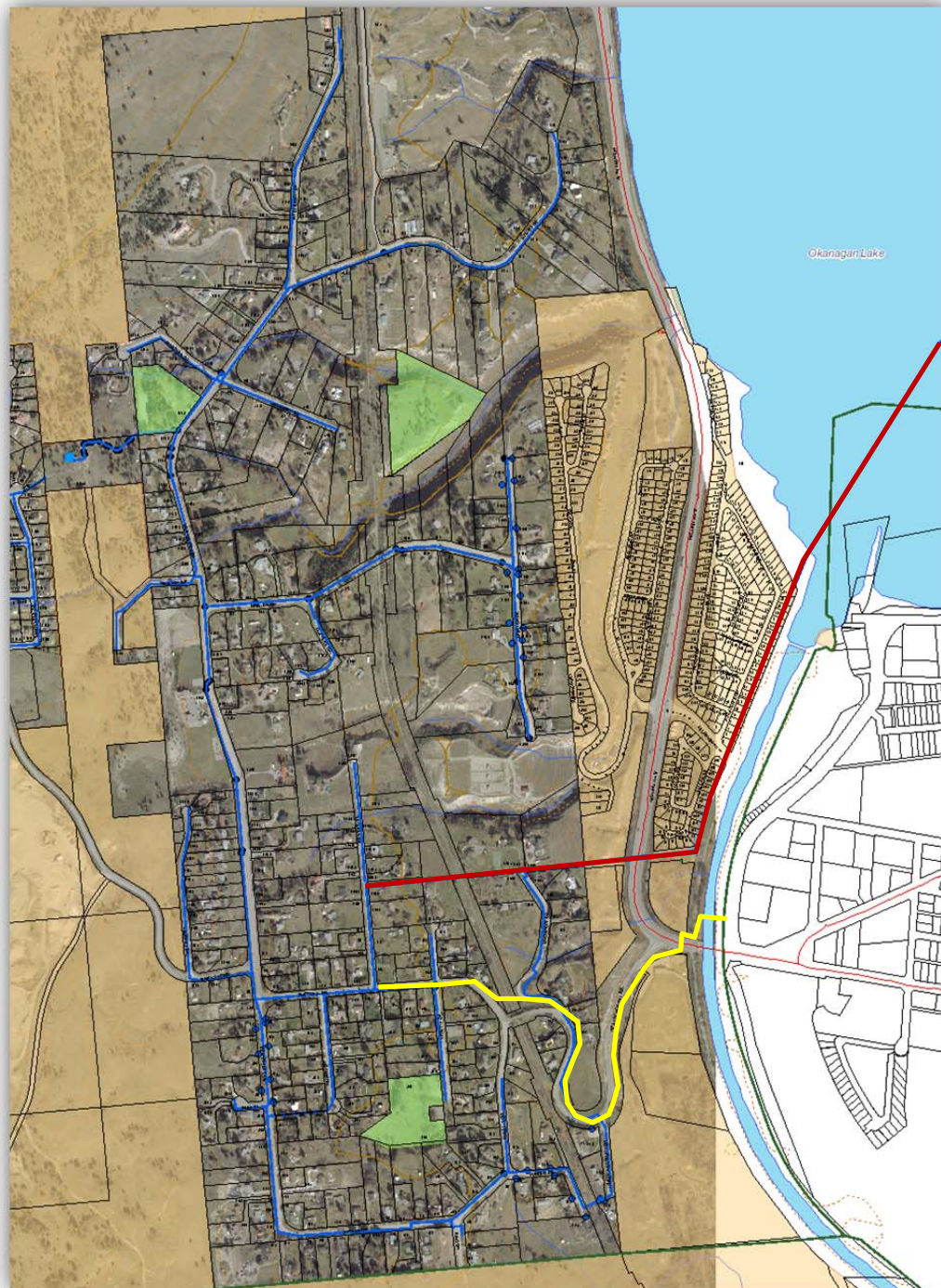
The WBID constructed the original pumphouse for the water system along the Okanagan River Channel and installed an intake extending out into Okanagan Lake. In 2015 the original pumphouse was decommissioned. Figure 2.3 provides an overview of the water system with the original intake location (shown in red). The pumphouse sent water uphill into the distribution system and reservoir requiring an elevation gain of approximately 142m over a horizontal distance of 1.3 km. The pumphouse had been designed to utilize 2x150 HP and 2x75 HP (total 450HP) mono-speed pumps to balance water demand within the water system and reservoir. Chlorination was added in the late 1970's and remained the only form of water treatment.








In 2014, the Regional District completed a comprehensive pipe replacement project in the West Bench distribution system and a new booster station and supply main were constructed. The supply line and booster station connect to approximately 11 kilometers of pipe in the distribution system and a water reservoir with a 1 million liter (270,000 US gal) capacity within one pressure zone. Average system pressures are approximately 85 psi with approximately one third of connections with service pressures exceeding 100 psi.

The previous concerns with water quality are now addressed through the 25 year bulk water purchase agreement with the City of Penticton for filtered treated water. The supply line connects into the City of Penticton's water distribution system at Riverside Drive and travels up West Bench Hill Road to the new booster station located at the midpoint up the hill. Figure 2-3 shows the approximate layout of the new supply system that was completed in April of 2014.

The capacity of the water supply for the West Bench water system has been defined in the Bulk Water Purchase Agreement with the City of Penticton. The maximum annual supply will be 510,000 m<sup>3</sup> with a peak hour of 378 m<sup>3</sup>/hr and a maximum daily supply of 6,048 m<sup>3</sup>/d.

Figure 2-3 - West Bench Water System – Supply Watermain (OLD and NEW)



- |   |                    |   |                      |
|---|--------------------|---|----------------------|
|  | Internal Parcels   |  | Water Mains          |
|  | Interior Lot Lines |  | OLD Supply Watermain |
|  | Indian Reserve     |  | NEW Supply Watermain |
|  | Parks              |   |                      |



## 2.6 SOURCE RESILIENCY

The water supply for the system originated solely from Okanagan Lake prior to the recent upgrades. The water supplied to the West Bench Water System now comes from the City of Penticton through a bulk water purchase arrangement.

The City of Penticton has a Class IV Water Treatment Plant that obtains water from Penticton Creek and/or Okanagan Lake. The two sources allows the City to have flexibility in choosing which source is the best according to quality, supply capacity, pumping costs, and energy savings. The treatment facility is a multi-barrier system that consists of intake structure, flash/rapid mix, coagulation, flocculation, sedimentation, filtration, and disinfection that meets or exceeds Canadian Drinking Water Standards.<sup>2</sup>

Concerns surrounding the water quality and quantity in the Okanagan Basin have been a concern for many years and attempts to address them can be traced back 50 years to the origins of the Okanagan Basin Water Board. In 1965, an Okanagan Watershed Pollution Council was established by local government to address concerns about pollution in the Okanagan Watershed. In 1969, this Council was abandoned in favour of the Okanagan Basin Water Board (OBWB).

As a member of the Okanagan Basin Water Board (OBWB), the Regional District is one of three Okanagan Regional Districts that collaborate to provide leadership on water issues spanning the valley. Advised by an innovative cross-disciplinary Council, the Board delivers programs and activities to promote coordinated water management throughout the basin and now includes the Okanagan Nation Alliance and the Water Supply Association of BC.<sup>3</sup>

## 2.7 MAJOR WATER USERS

Water demand for the West Bench Water System is estimated at 62% residential and 38% agricultural. Despite this distribution of land use, the residential lots are larger and thus there is a larger percentage of irrigation demand than a typical municipal system. During the peak irrigation month of July 2013, total monthly demand increased approximately 15 times over average winter monthly demand.

Prior to water conservation awareness, the traditional concept of rural residential lots has been one of extensive lawns that require significant irrigation which impacts water use. This is a major factor in this water conservation strategy.

## 2.8 EXISTING CONSERVATION APPROACH

### 2.8.1 CURRENT INITIATIVES AND POLICIES

**BC Living Water Smart** provides the government's vision for sustainable water stewardship, including water source protection, protecting and rehabilitating habitat, modernizing B.C.'s Water Laws, setting strong water efficiency targets, facilitating reduced water consumption and climate change adaptation. The West Bench Water System Upgrade and Water Conservation Strategy address numerous aspects of this overarching initiative.

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<sup>2</sup> <http://www.penticton.ca/EN/main/departments/water.html>

<sup>3</sup> <http://www.obwb.ca/>

### Okanagan Basin Water Board:

The objectives of the OBWB are to define water resource problems in the valley and to determine priorities and opportunities for solving them. The Board also receives funds and directs them out for water management projects and improving communication and collaboration among levels of government and government agencies.

Immediately after its inception, the OBWB carried out a 5 year comprehensive Okanagan Basin Study, completed in 1974. It took a 50 year perspective in creating recommendations on water quality, supply management and land use. Wastewater treatment has been one of the noteworthy successes in the valley that was identified in the recommendations. Stemming from the 2003 drought, public concerns about the long term sustainability of water played a key role in refreshing the OBWB's mandate of looking at basin-wide concerns with the goal of finding collaborative solutions, and the board is once again taking a more active leadership role for water management in the valley.

In 2006, the OBWB instituted an Okanagan Water Stewardship Council to provide high level technical advice and policy recommendations to the Board. The OBWB has also added members from the Okanagan Nation Alliance and the Water Supply Association of BC. The OBWB is a major partner in the Water Supply and Demand Assessment of the Okanagan Watershed, an update of the original 1974 study, which is assessing patterns of water use, and potential impacts of population growth, climate change, land use and the environment. This innovative, state of the art, water demand model requires informed input from multiple decision-makers and stakeholders and is informing decision making for local governments in the Okanagan Valley on such initiatives as Regional Growth Strategies and land use planning.

In its simplest form, the studies have demonstrated the following. All water that enters the Okanagan Basin comes from precipitation in the form of snow or rain. However, the Okanagan is in the rain shadow of the Coast Mountains, so although the West Bench and the Okanagan Basin are in close proximity to the Pacific Ocean and naturally wet cities like Vancouver and Victoria, the Okanagan Valley gets very little precipitation. Most of the moisture from the Pacific Ocean leaves the air as precipitation before it can reach the Okanagan. As a result the Okanagan has the lowest amount of available fresh water per person than most of Canada, even though the Okanagan has the appearance of a water rich area due to the large lakes. When water is used more than is naturally replenished by rain and snow, a water deficit will result.

Water conservation is of paramount importance in the Okanagan, and systems within the Okanagan Basin Water Board should be managed to achieve four central goals:

1. To bring residents of the Okanagan valley together with the understanding that the water source is connected and that it is a shared resource throughout the valley;
2. To increase awareness among residents about water issues;
3. To support residents in making positive changes in their own water habits that will protect the quality and quantity of the valley's water sources; and
4. To preserve the unique character of the region including fisheries habitat protection.

The West Bench Water Conservation Strategy is created in the context of the Okanagan Basin Water Board's goals.

**Biodiversity Strategy “Keeping Nature in Our Future”** presents a biodiversity strategy for the region to help protect the Okanagan-Similkameen’s natural assets into the future. As the region’s population continues to grow, this strategy can provide information to factor in environmental considerations in decision making for urban, resource, recreational, and rural development and has been endorsed by the Regional District.

**2012-2015 Strategic Plan: Regional District of Okanagan-Similkameen.** The upgraded West Bench Water System and its Water Conservation Strategy meet several key goals in the Strategic Plan, including the following: Recognizing the need to meet public need through the development and implementation of key services; to build an economically and environmentally sustainable community and to encourage sustainability through education.

**Climate Action Plan.** The Regional District’s Climate Action Plan addresses water conservation through energy savings in both the Corporate and Community components, assisting the province in meeting its Climate Action Plan and Green House Gas Reduction targets.

Three quarters of the Regional District’s carbon emissions are estimated to originate from buildings and infrastructure. The water system upgrade and new booster station is anticipated to be more efficient with the power use, thereby reducing carbon emissions and contributing to an overall reduction in the Regional District’s carbon emissions.

The Regional District’s Community portion of its Climate Action Plan also aspires to reduce energy use through education/ outreach programs, policy setting and incentive programs in the community. The reduction in water use through the universal metering, the Water Conservation Programs, and various policies (i.e. water use and distribution bylaw) for reducing water use will contribute to reducing energy use in the community.

**South Okanagan Regional Growth Strategy (RGS)** includes a goal to coordinate efforts to maximize efficient and effective delivery of infrastructure, reduce environmental impact, and coordinate and collaborate on infrastructure. The RGS also includes goals to reduce Greenhouse Gas Emissions through Climate Action Planning as stated in the provincial mandate. The West Bench Water System upgrade meets both these goals.

**Official Community Plan** (Area ‘F’ Okanagan Lake West Bench, Bylaw 2460, 2008) includes broad objectives for protecting and enhancing aquatic areas, for maintaining natural ecosystems and environmental quality. Objectives also include planning for adequate delivery of domestic and agricultural irrigation needs. The West Bench Water System upgrade and Water Conservation Strategy assist in meeting these goals.

**City of Penticton and the Regional District Agreement for the Purchase of Bulk Water** requires a water conservation bylaw, water meters on each connection, a robust water conservation outreach program, and a cross connection control program. The City of Penticton and the Regional District, worked together to increase efficiencies and economies of scale by having the West Bench water supplied from the City of Penticton.

**Regional District of Okanagan-Similkameen Bylaw No. 2634, 2013** currently regulates the distribution and use of water and prescribes penalties for non-compliance with the regulations for the community of West Bench. Even / odd day watering and avoidance of daytime watering are key components to water conservation. Odd, even and timed restrictions limit demands on the water system components (i.e. pump run time). Daytime restrictions limit the wasting of water due to evapotranspiration.

The Regional District's future Regional Water Use and Conservation Bylaw, currently being created, will continue to build on the past practices, and address additional water conservation and water quality concerns.

## 2.8.2 CURRENT AND PAST WATER REDUCTION ACTIVITIES

In order to demonstrate its commitment to water conservation, the Regional District has included a Universal Metering Program on all West Bench water system connections.

Water Use Regulations are detailed in the West Bench Water Distribution and Use Regulation Bylaw No. 2634, 2013. These include:

- Detailing restriction of irrigation, car washing, pool filling and other identified uses during times of short supply.
- Requirement for all new connections to be fitted with a water meter.
- Requirement of flow control valves for irrigation purposes
- Outdoor water use restriction stages are summarized with some details below:

### During Stage 1

- Odd numbered street addresses can irrigate on the odd numbered days of the month only and even numbered addresses on the even numbered days only.
- Automatic irrigation systems need to run between the hours of 10:00pm to 4:00am and manual irrigation may be completed between 7:00pm to 10:00pm and 6:00am to 8:00am on the designated day.
- Trigger for Stage 1 restrictions: Always in place between May 1 and August 31 unless otherwise imposed by the District.

### During Stage 2

- Odd numbered street addresses may irrigate on Saturdays and Tuesday only and even numbered on Sunday and Wednesday only.
- Automatic irrigation systems need to run between the hours of 10:00pm to 4:00am and manual irrigation may be completed between 7:00pm to 10:00pm and 6:00am to 8:00am on the designated day.
- Golf courses must reduce their total irrigation water by 10%
- Triggers for Stage 2: Projected daily demand for all of the City of Penticton water users is expected to reach 90% of treatment capacity or actual daily use is above the 5 year historical average on the same day; reservoir levels at 60-70% capacity without recovery; and projected drought conditions from the Ministry of Environment.

### During Stage 3

- Odd numbered street addresses may irrigate on Tuesday only and even numbered on Wednesday only.
- Automatic irrigation systems need to run between the hours of 10:00pm to 2:00am and manual irrigation may be completed between 8:00pm to 11:00pm on the designated day.

- Golf courses must eliminate the use of automatic irrigation systems and are restricted to hand sprinkling on greens and tees as required to maintain plant material but may not irrigate in the rough play areas, practice ranges and non-essential playing areas
- No filling or refilling of swimming pools, hot tubs or garden ponds.
- Triggers for Stage3: Projected daily demand for all of the City of Penticton water users expected to exceed 90% of treatment capacity or actual daily use is 10% above the 5 year historic average on the same day; reservoir levels are at 60% without recovery, and projected prolonged drought conditions.

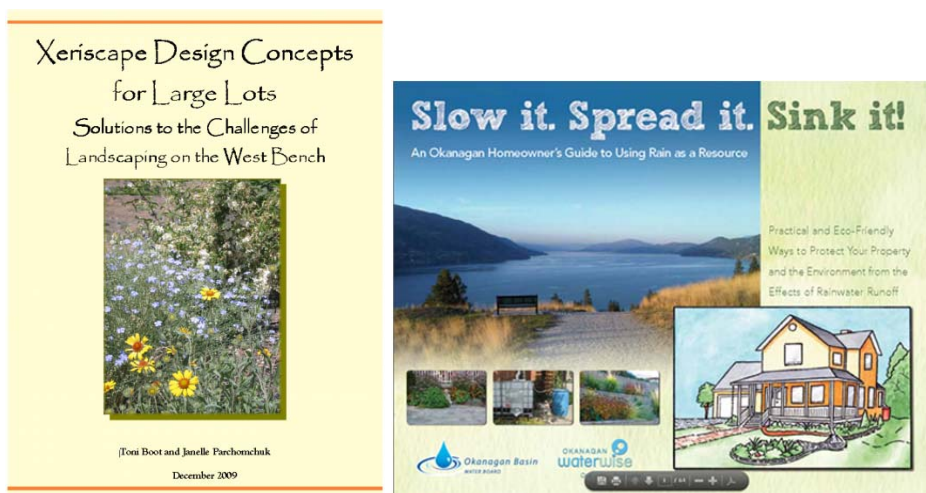
#### During Stage 4

- No irrigation permitted of residential lawn or gardens
- No irrigation of golf course greens, parks, school yards except where necessary to maintain plant material by the use of a manual shut off hose.
- Golf courses may not irrigate in the rough play areas, practice ranges and non-essential playing areas
- No filling or refilling of swimming pools, hot tubs or garden ponds.
- Triggers for Stage 4: Projected daily demand projected to remain above 95% of treatment capacity; long term failure or malfunction of water system including sustained power outages.

As part of the Okanagan Basin Water Board's educational funding programs, several initiatives have been carried out in the past decade that encouraged water conservation and include the following:

- Limited outreach programs regarding the use of flow control valves and xeriscaping were carried out during the 2003-2006 period.
- A Xeriscape Design Concept manual specifically tailored to the conditions within the West Bench water system area was previously distributed to all residences in 2010 and is available on line at:

[http://www.rdosmaps.bc.ca/min\\_bylaws/ES/public\\_works/Web\\_Water/Westbench/XeriscapeManual.pdf](http://www.rdosmaps.bc.ca/min_bylaws/ES/public_works/Web_Water/Westbench/XeriscapeManual.pdf)



- Water Wise publication coordinated by Interior Health Authority and OBWB, started in 2005, and provided a base publication for water purveyors within the Okanagan Basin to adapt to their specific situations.
- Low flow toilets (6 litre) became a standard requirement under the BC Building Code in 2006. It is anticipated that change-outs due to age during renovations and upgrades to existing residences will result in continued conversion to low flow toilets in the West Bench Water System.
- It is also anticipated that change-outs of other water using appliances, such as washing machines, due to age during renovations and upgrades to existing residences will result in continued conversion to water conscience appliances in the West Bench Water System.
- The Regional District partnered successfully with Fortis BC through its Tap by Tap Low Flow Fixture program (supplied free from Fortis BC) in 2012 and 2013. The low flow fixtures reduce water consumption in each fixture by 50%. The uptake from the program was excellent: West Bench homeowners installed 58 low flow shower heads, 67 bathroom faucet reducers, 76 kitchen faucet aerators, and installed 53 five minute shower timers.
- The RDOS Water Ambassador Program (WA), jointly funded through a grant from the Okanagan Basin Water Board, includes numerous areas of the Regional District within the Okanagan Basin. In 2012, the WA program was extended to include West Bench and adjacent Sage Mesa in Electoral Area F. This included door to door education, information about sprinkling regulations, watering tips, and spot check enforcement of regulations using warning tags and follow up contact. To date approximately 40% of the properties have been visited.
- Rain barrel and hands on water harvesting workshops held in nearby Summerland had West Bench residents make up 20% of attendance at the last three annual events.  
[http://www.okwaterwise.ca/pdf/HomeDrainageGuide\\_Okanagan.pdf](http://www.okwaterwise.ca/pdf/HomeDrainageGuide_Okanagan.pdf)
- The RDOS" Love My Lawn" project, which gave away compost in the late fall of 2012, had five out of the total 25 recipients from West Bench. The project was to bolster the turf, provide more moisture and substance thereby reducing the need for summer watering. The Love My Lawn pilot project was expanded in 2013 to 50 residences and further expanded in 2014 to 65 residences.

The cumulative success of these programs can be seen in the Table 2-1 and Figure 2-4.

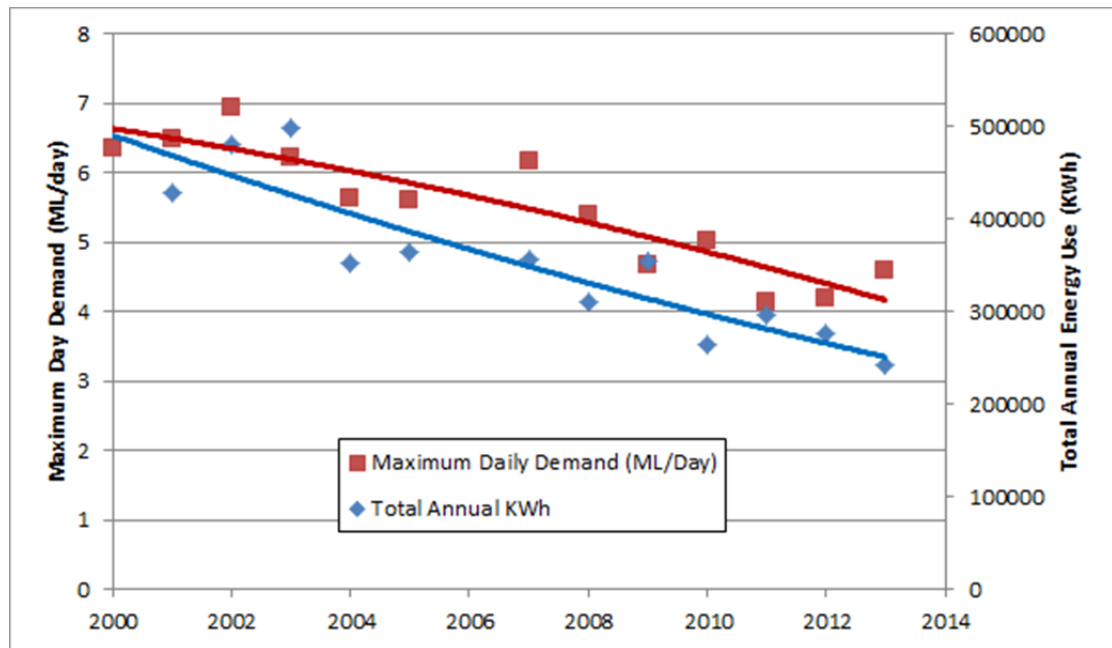
Table 2-1 correlates major water reducing initiatives with annual water consumption, Maximum Daily Demands, and annual energy consumption for the system. The data shows a steady decline in the annual water consumption. Where annual water data is unavailable, the energy use infers water reduction through reduced pumping costs.

Figure 2-4 illustrates this downward trend, illustrating both the maximum daily demand and the total annual energy usage over this time period.

Table 2-1 - Historical Annual Flow, Maximum Daily Demands and Energy Usage

YEAR	ANNUAL FLOW IN M <sup>3</sup>	MAXIMUM DAILY DEMANDS IN M <sup>3</sup> /DAY	TOTAL ANNUAL KWH	MAJOR EVENTS THAT COULD HAVE INFLUENCED USAGE
2013	342,797	4600	241,536	Major pipe replacement project (leak reduction)
2012	382,368	4200	276,224	Water Ambassador Program introduced
2011	416,364	4152	296,064	
2010	378,897	5026	264,384	
2009	495,527	4680	354,560	
2008	266,877	5400	309,760	Major pipe replacement project (leak reduction)
2007	478,369	6160	355,840	City of Penticton SCADA data collection initiated
2006	no data	No data	364,800	
2005	no data	5600	364,800	Water restrictions bylaw implemented May 2005
2004	no data	5620	353,280	
2003	no data	6230	497,920	Extreme drought & high prolonged temperatures
2002	no data	6940	481,280	
2001	no data	6500	428,800	
2000	no data	6360	no data	Substantial pipe replacement program w/in dist. system

Figure 2-4 - Maximum Daily Demand and Annual Energy Use for 2000 to 2013



As the data indicates, even without a strategic, coordinated Water Conservation Strategy, a 26% reduction in water use has been achieved since 2003.

Weather patterns will continue to have a dominant effect on summer use. However, staged watering restrictions for drought conditions in the current and future bylaws will cap summer use, and ensure that the West Bench will not experience the high demands seen during past drought events.



# 3 WATER USE PROFILE

## 3.1 METERED DATA SUMMARY

The annual, monthly and daily water demands recorded for 2013 for the West Bench water system are provided in the following two tables. The universal metering program had not been fully implement in 2013 and therefore metered data in this plan is limited to total metered supply.

**Table 3-1 - Monthly Demand in 2013 for the West Bench Water System**

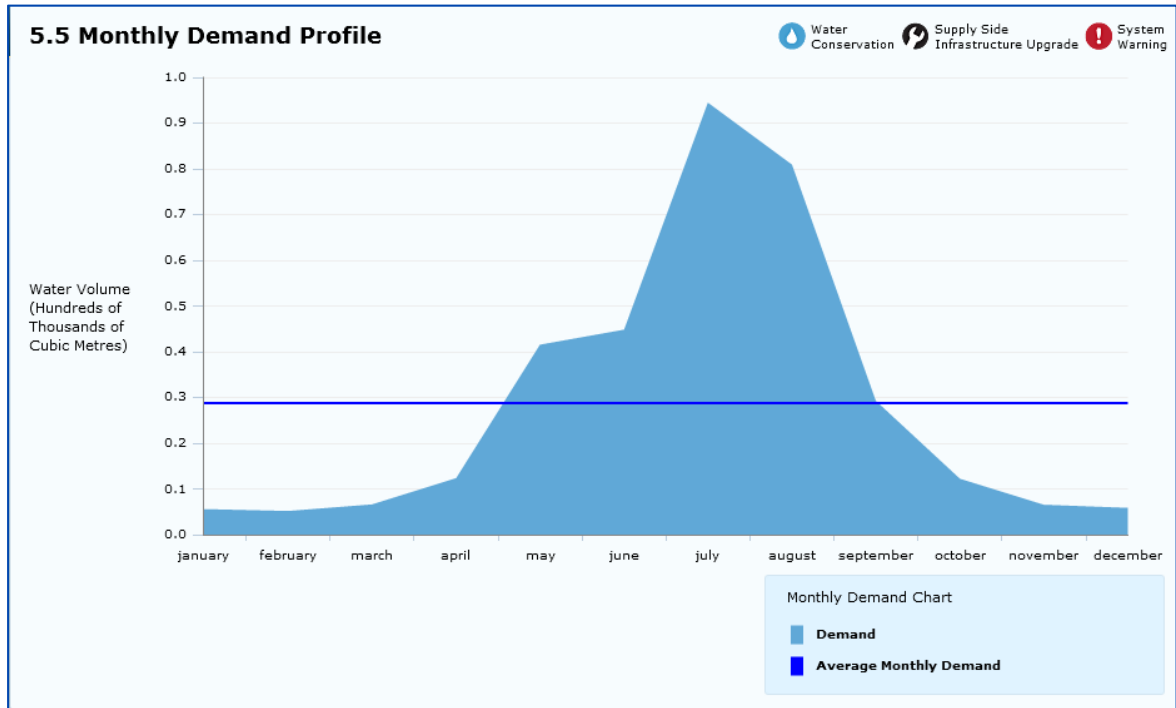
Monthly Demand			OPTIONAL	?					
January	5,631	m <sup>3</sup>	May	41,607	m <sup>3</sup>	September	29,298	m <sup>3</sup>	
February	5,173	m <sup>3</sup>	June	44,835	m <sup>3</sup>	October	12,271	m <sup>3</sup>	
March	6,672	m <sup>3</sup>	July	94,504	m <sup>3</sup>	November	6,573	m <sup>3</sup>	
April	12,426	m <sup>3</sup>	August	80,957	m <sup>3</sup>	December	5,867	m <sup>3</sup>	
<b>Total Annual Demand</b>							<b>345,814</b>	m <sup>3</sup>	?
<b>Average Monthly Demand</b>							<b>28,817</b>	m <sup>3</sup>	?

Table 3-2 - Daily Demand in 2013 for the West Bench Water System

Daily Demand		OPTIONAL
Maximum Daily Demand	4,600 m <sup>3</sup>	?
Peak Hour Demand	262 m <sup>3</sup>	?
<b>Average Daily Demand</b>	<b>947 m<sup>3</sup></b> <b>947,435 L</b>	?
<b>Residential Daily Per Capita Consumption</b>	<b>557 L</b>	?
<b>Daily Per Capita Consumption for Entire System</b>	<b>.899 m<sup>3</sup></b>	?
<b>Demand as a Percentage of Maximum Daily Supply Capacity</b>		
	<i>Average Daily</i>	<i>Maximum Daily</i>
	15 %	76 %

Graphing monthly demand illustrates that summer use is much higher due to irrigation demands. Outside / irrigation reduction strategies should therefore form the priority for water conservation targets.

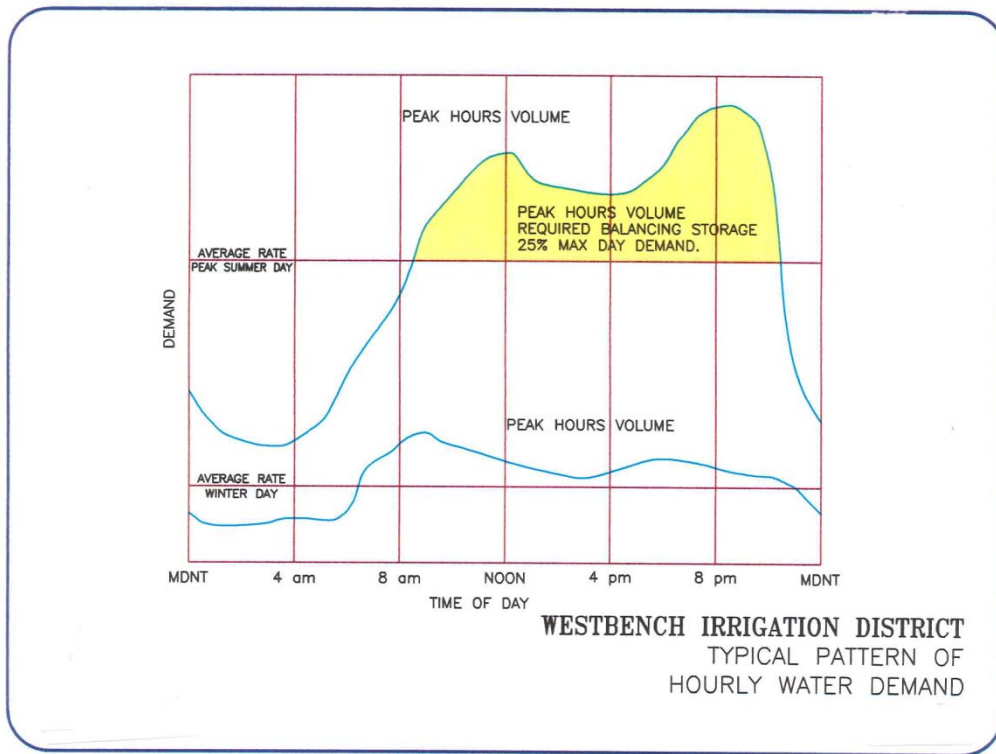
Figure 3-1 - West Bench Water System – Monthly Demand Profile 2013



## 3.2 PAST WATER CONSUMPTION

Figure 3-2 - West Bench Water System - Hourly Demand from 1990's illustrates the typical summer day demand in the 1990's. In 2005 watering regulations were introduced which prompted the installation of automatic irrigation systems for many homeowners, resulting in programmed night watering. This is preferable in terms of reducing evapotranspiration rates, as temperatures are lower at night. Thus the demand peak has shifted from afternoon / evening as seen in the 1990's to peaks between 4 am to 7 am. Currently the hourly demand is not tracked with the SCADA system but Figure 3-3 shows a representative example of the observed shift in demands throughout the day superimposed on Figure 3-2.

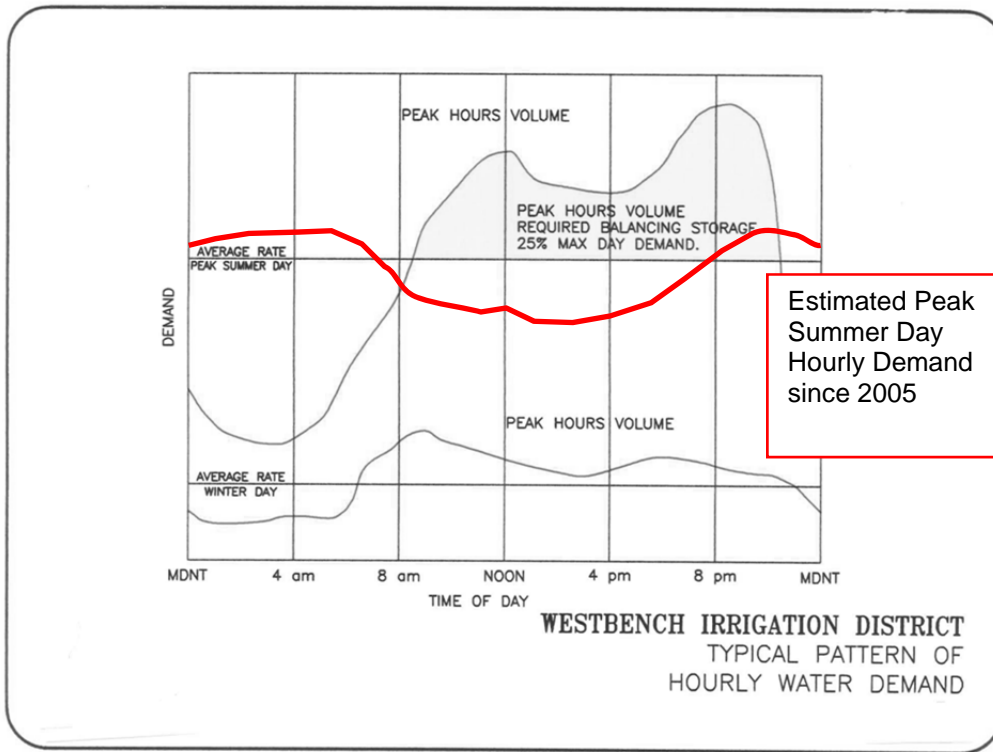
Figure 3-2 - West Bench Water System - Hourly Demand from 1990's



From a system management perspective, consistent water levels with less peaks and valleys are preferable as they reduce wear and tear on water system components, and conserve energy.

Additionally, it provides some separation in tracking domestic demand from irrigation demand which will be helpful in targeting and evaluating irrigation conservation measures.

Figure 3-3 - West Bench Water System – Estimated Hourly Demand since the 2005 introduction of water use regulations, superimposed on graph from 1990's



### 3.3 WATER USE PROFILE

The Regional District has estimated the balance of single family residential use to agricultural use to be approximately 60% and 38% of total demand respectively. The following water use profile is based on estimates and professional judgment and should only be used for qualitative assessment and they should not be understood as factual. More accurate information will be available with the 2015-2016 universal metering data. Total annual water demand in 2013 was 345.8 ML.

#### 3.3.1 INDOOR RESIDENTIAL

Indoor residential demand was derived from a population of 1050 (20% less from November to March) and an approximated per capita indoor winter demand of 230 liters per person per day (l/p/d). Total indoor residential use is estimated at 81 ML or 23% of total annual water demand. As noted above, this is not based on residential meter data but the estimate provides a starting point for conducting a water balance and developing the water use profile. Seasonal population variations will also affect this estimate. It is noted that the Design Guidelines for Rural Residential Community Water Systems<sup>4</sup> state that basic domestic indoor use is well established at 230 l/p/d, especially in communities with older homes which may not have been retrofitted with low flow fixtures.

#### 3.3.2 INDUSTRIAL, COMMERCIAL AND INSTITUTIONAL (ICI)

The West Bench Water System has three parks connections, one school and one water utility connection. Professional judgment was used to estimate indoor demand based on connection type and expected seasonal use. Industry-standard water demand rates derived from the reference text Water Supply and Pollution Control (Viessman Jr. and Hammer, 1998, 6<sup>th</sup> Edition, p. 79. and Mays, Wiley & Sons, 2001, p.346) and the BC MoE Standard Sewerage System Practice Manual, Version 2, were used as a reference for these estimates.

Total indoor ICI use is estimated at 0.95 ML or 0.3 % of total annual demand.

#### 3.3.3 ESTIMATED LEAKAGE

Monitoring flow in the early morning hours between 12 am and 4 am in non-irrigation months, when there is little to no system demand, will provide a baseline flow. If water use is occurring during this time, it can be attributed to system losses through leakage or other non-revenue water. Due to the changeover of the system, it was not possible to download historical night flow records for the West Bench system. Operations staff were able to obtain the minimum night flow in December 2014. Using this data and accounting for a small amount of legitimate night time use (toilets flushing), Current Annual Real Losses were estimated to be approximately 10 m<sup>3</sup>/day. It is important to note that there are challenges presented by pairing 2014 night flow data with 2013 demand data. If this level of leakage is typical and remained consistent, leakage accounts for 36 ML/year or 11% of total demand.

Due to the existence of joints, fittings, and aging pipes, every water system is subject to unavoidable background leakage. The Unavoidable Real Losses (UARL) calculation takes into account total length of watermain, service connections and average system pressure. The West bench distribution system is comprised of relatively new pipes and leaks tend to surface quickly due to the soil

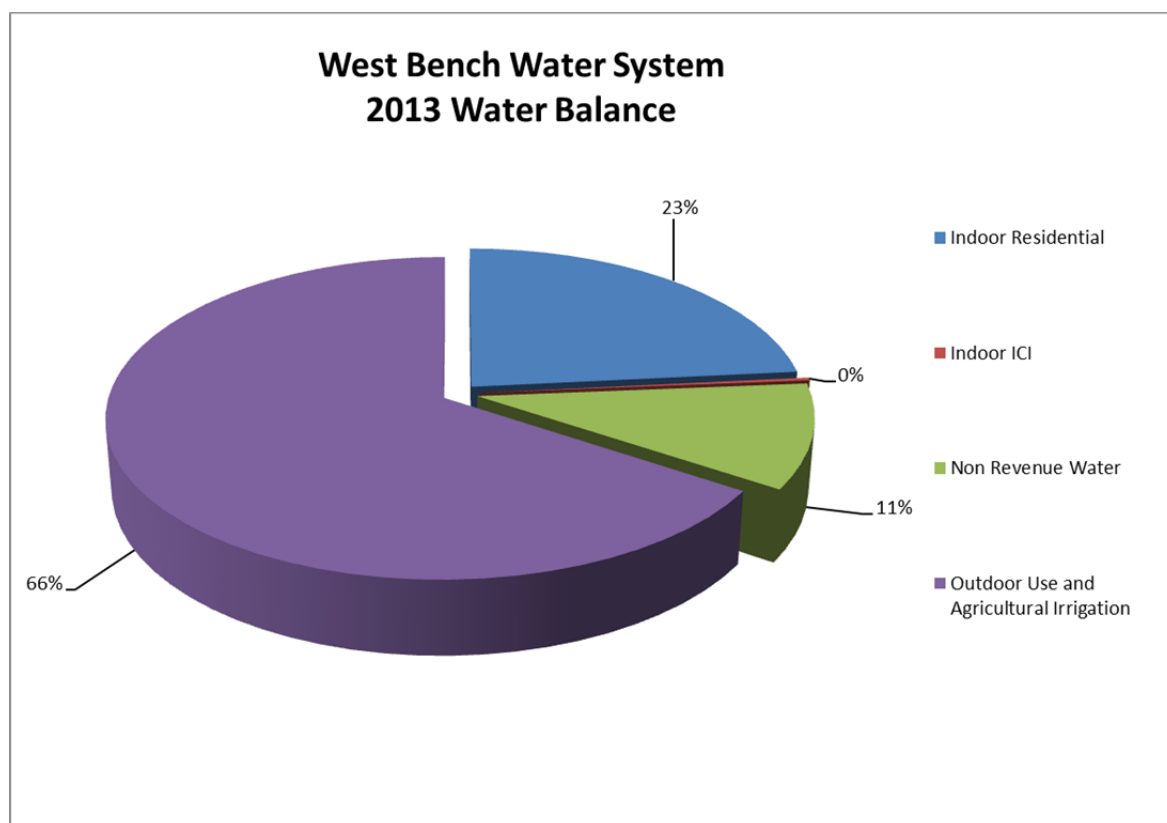
<sup>4</sup> Design Guidelines for Rural Residential Community Water Systems (Water Stewardship Division of BC MoE, 2007)

composition, however approximately 1/3 of the mains operate at pressures higher than 100 psi. The UARL for the West Bench was calculated to be 12.5 ML/year. An achievable economic goal for leakage in a water distribution system similar to the West Bench system (Infrastructure Leakage Index of ILI = 2 to 3) would typically be in the range of 25 to 38 ML/year.

### 3.3.4 OUTDOOR DEMAND AND AGRICULTURAL IRRIGATION

Demand spikes significantly from April to October in the West Bench system primarily due to irrigation. Total outdoor use was estimated by subtracting leakage, indoor residential and ICI demand from the total metered supply volume during this period. The remaining water from April to October was assumed to be other agriculture and residential outdoor uses such as lawn watering use (227 ML or 66% of total water produced). Without additional information it is difficult to break this down further.

### 3.3.5 USER SUMMARY BY SECTOR



# 4 ENVIRONMENTAL IMPACTS

## 4.1 CLIMATE CHANGE

The South Okanagan has seen significant growth in the last number of years combined with above average temperatures and below average snow pack and precipitation, which has had the effect of causing Okanagan Lake to drop to historic low levels. Analysis of historic climate and hydrologic data (1976-1996) in the Okanagan Basin indicate significant increase in annual temperature and decreases in precipitation in spring and fall with resultant changes in stream hydrology. As a sub-basin of the Columbia River, the water in the Okanagan Valley is provided mainly by snow melt from adjacent mountains either as runoff or through ground water recharge, with irrigation water being a key component and target for reduction.<sup>5</sup>

Potential responses to global warming are increased temperatures, altered precipitation patterns and changes in the amount of precipitation, all of which will have an impact on the water supply-demand relationship.<sup>6</sup>

Growth is expected to continue and warmer temperatures with less precipitation are predicted to continue. Projected 21st century climate change includes earlier onset of spring peak flows, lower peak flow and increased winter flow for streams with no flow control structures in the Okanagan Basin.<sup>7</sup>

Unfortunately, responses may result in increased demand for water use, in particular irrigation use, extension of the growing season and decreases in water availability. If water requirements for irrigation were to increase unchecked, competition for the resource would have the potential to limit supply.<sup>8</sup>

With water reductions thus far of 26% and the further 15% West Bench Water Conservation Strategy targeted reduction; the West Bench Water System has and will continue to mitigate the effects of climate change in the Okanagan Basin. Lowering the use during peak irrigation season through the Strategy's implementation will contribute to lowering the demand and balancing the demand side of the supply-demand equation.

## 4.2 CLIMATE ACTION PLANNING

Under its Corporate Climate Action Plan, it is noted that the Regional District's buildings and facilities are estimated to account for 78% of its corporate carbon emissions. The water system upgrade and the Water Conservation Strategy will reduce both energy use and carbon emissions from a Regional District owned and operated facility through significantly more efficiently pumping and reduced pumping requirements.

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<sup>5</sup> Neilsen, D., C.A.S. Smith, G. Frank, W.O. Koch and P. Parchumchuk. 2004. Impact of climate change on crop water demand in the Okanagan Valley, BC, Canada. *Acta-Horticulture* 638: 273-278.

<sup>6</sup> Ibid.

<sup>7</sup> Ibid.

<sup>8</sup> Ibid.



The upgrade of the system and connection to the City of Penticton pressurized water system reduces the amount of pumping required to provide the West Bench with water by replacing the obsolete pump house with a state-of-the-art booster station.

The new booster station, commissioned in April 2014, moves water from the connection with the City of Penticton, through the same distribution system, using 3x60HP high efficiency pumps (total 120HP as a maximum of 2 would be operating with one standby). One of the new pumps is a variable speed pump which further increases efficiency. This replaces the older and inefficient 2x150 and 1x75 HP (total 325 HP) pumps, resulting in a 145 HP reduction to achieve the same pressure and distribution.

In combination with additional water reduction strategies, this contributes to reducing energy use, and is anticipated to provide considerable savings and carbon emissions for the Regional District. Energy costs will accrue to the West Bench residents through operational costs.

The energy consumption for operation of the water system facilities in 2013 was 241,536 kWh/year or 869.5 GJ/year. The volume of water delivered in 2013 was 342,797 m<sup>3</sup>. Therefore the total energy required to deliver the water in 2013 was 0.7046 kWh/m<sup>3</sup>.

Estimates are that kWh reduction will be reduced from approximately 276,224 kWh (2012 data) to 104,600 kWh once the full metering program is implemented in conjunction with the new booster station, providing a reduction of 171,624 kWh, or 62% less power. Estimating the cost at \$0.10/kWh, this could result in a cost reduction of approximately \$10,000 per year. The main reason for the reduced energy requirements is the water supply is received pressurized from the City of Penticton's distribution system instead of unpressurized directly from Okanagan Lake. Carbon emissions will be reduced accordingly.

Table 4-1 - Future Energy Consumption Calculations

System Energy Consumption		OPTIONAL	
Distribution System	104,600 kWh/year	0 GJ/year	?
Treatment System	0 kWh/year	0 GJ/year	?
Incidental System Use [Electrical] (e.g. heating, lighting, etc.)	0 kWh/year		?
Incidental System Use [Natural Gas] (e.g. heating)		0 GJ/year	?
<b>Subtotal Energy Use</b>			
	104,600 kWh/year	0 GJ/year	?
<b>Total Energy Use</b>		376 GJ/year	?
<b>Energy to Deliver Water</b>			
	.3024 kWh/m <sup>3</sup>	0.0000 GJ/m <sup>3</sup>	?

Comparative values from pre- and post- upgrade and water conservation strategy are calculated as follows:

**Table 4-2 - Consumption Comparison in 2012 and after upgrades in 2015**

YEAR	ENERGY USED (kWh)	ENERGY COST	ENERGY TO DELIVER WATER (kWh/m <sup>3</sup> )
2012	276,224	\$20,792	0.7987
2015 - 2030	104,600	\$10,460	0.3024

Although there are several variables, it is anticipated that the energy use for the new booster station will be less than half of the energy used by the old pumphouse.

### 4.3 HABITAT CONSERVATION

The Okanagan Basin waterways supply domestic, commercial and irrigation water and have minimum flow requirements to protect fish habitat and recreational values.<sup>9</sup>

As a water system that draws water from Okanagan Lake and Penticton Creek (through the City of Penticton's system), conservation measures implemented through this Strategy will help to preserve fisheries habitat and spawning. Areas where shore spawning takes place could be impacted by low water levels potentially as a result of droughts; reduced demands on water supply will help maintain higher lake levels.

### 4.4 CROSS CONNECTION CONTROL

Cross connection control is the potential connection between any part of a potable water system and another environment that contains substances that may enter the potable system. The substances can be chemicals, waste products, non-potable water from another source, etc. Backflow preventers would be required on any connection suspected of having the potential for cross connection issues to eliminate the risk of this hazard. The West Bench water system currently has a Cross Connection Control bylaw in place that was developed by the WBID.

Additionally, a Cross Connection Control (CCC) bylaw is currently being drafted. CCC is a requirement of the Purchase of Bulk Water Agreement with the City of Penticton.

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<sup>9</sup> Neilsen, D., C.A.S. Smith, G. Frank, W.O. Koch and P. Parchumchuk. 2004. Impact of climate change on crop water demand in the Okanagan Valley, BC, Canada. *Acta-Horticulturae* 638: 273-278.

## 5 SUMMARY OF PRIMARY COMMUNITY DRIVERS

As noted, there are a several reasons for reducing water use in the West Bench Water System:

- Reduced operations and maintenance costs;
- Reduced variable costs resulting in cost savings in the overall system operating expenditures;
- Achieving targets for the OBWB vision for maintaining the water basin's integrity; and
- Achieving the RDOS Corporate Climate Action Planning goals.

## 6 PLANNED WATER REDUCTION STRATEGIES

As the data indicates, even without a strategic, coordinated Water Conservation Strategy, a 26% reduction in water use has been achieved since 2003. Weather patterns will continue to have a dominant effect on summer use. However, staged watering restrictions for drought conditions in the current and future bylaws will cap summer use, and ensure that the West Bench will not experience the high demands seen during past drought events.

To achieve an additional 15% demand reduction by 2020, the water conservation strategy includes the following activities:

- Implementation of universal metering with “user pay” pricing structure;
- Improved Regional Water Use and Conservation Bylaw;
- Continuation of Water Conservation Programs, with potential enforcement, if necessary; and
- Continued implementation of water loss management activities.

### 6.1 CONSERVATION BASED VOLUMETRIC RATE SETTING

Meters were installed for all 356 parcels connected to the water system with a total of 363 water connections and meters.

After several months of data collection, including irrigation season and winter months, water rates will be developed for the different types of water connections, which include: residential/domestic, combined residential/domestic and agricultural and agriculture use. Implementation of the rate structure based on water use rates is planned to be in effect by 2016.

With the installation of meters PLUS a conservation based volumetric rate, a total reduction in annual demand to be approximately 15% is expected, which would equate to an annual water savings of approximately 49,000 m<sup>3</sup>/year.

## 6.2 OUTREACH PROGRAMS

Implementation of metered water rates will be accompanied by continuation of a Water Conservation Program that will target both indoor and outdoor water use. Budget allotted to the program will range between \$5,000 - \$7,500 per year and will vary depending on which activities are priority for the year. It is anticipated that the first three to five years of the Water Conservation Strategy will require the most intensive outreach and education efforts.

### 6.2.1 OUTDOOR INITIATIVES

Due to the seasonal variation in irrigation water use, a main priority of the West Bench Water Conservation Strategy will be targeted at outdoor watering. This will include behaviour modification, irrigation system efficiencies, and xeriscape concepts on both agricultural and non-agricultural properties.

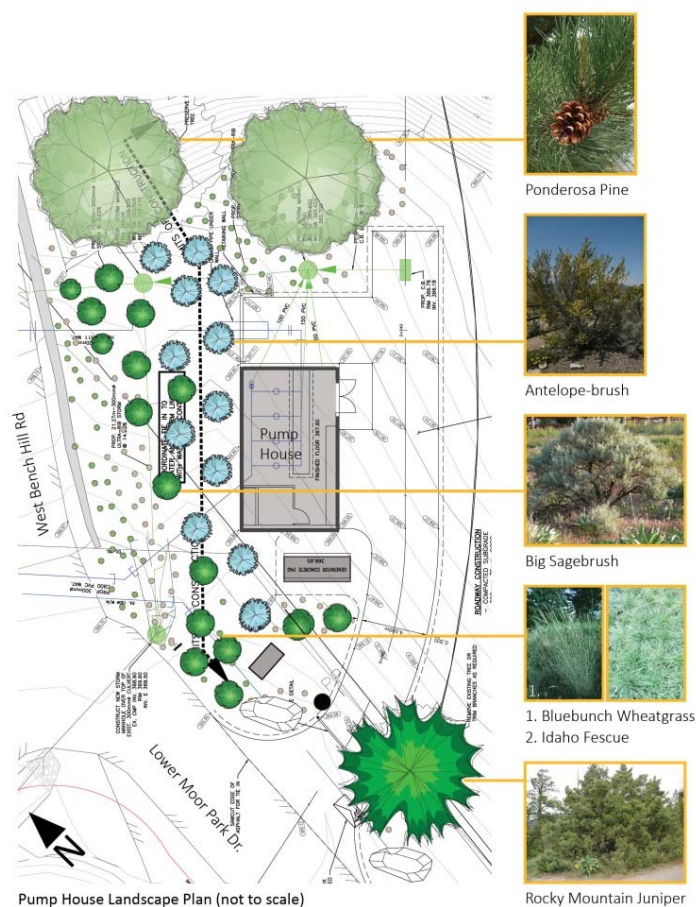
Additionally, efforts can be directed to include water reduction programs for orchards; provide support and / or education around setting of automatic irrigation systems, and reducing water used for lawns; and continuation of the “Love Your Lawn” program. Reductions in consumption are expected to be quantifiable once the change in rate structure has been implemented.

### 6.2.2 INDOOR INITIATIVES

Household water reductions will be achieved through behaviour modification and appropriate appliance selection and replacing water fixtures with low flow models.

### 6.2.3 LEADING BY EXAMPLE

The Regional District also has an initiative to “lead by example”. The new West Bench booster station is visible as it is located immediately adjacent to the main access off the highway into the neighbourhood. The ground disturbance due to 2012-2013 booster station construction was restored with native plantings to serve as an educational model for a xeriscape garden and will also increase habitat value for wildlife.



**Figure 6-1 Landscaping Plan for the new West Bench Water Booster Station**

The Regional District is also initiating water reduction strategies in the West Bench parks owned and managed by the Regional District. These include Selby Park on West Bench Drive and Mariposa Park on Vedette Drive. Irrigation installations have been assessed and updated to more efficient apparatus. Trees have been strategically trimmed or planted for optimum shade and cooling effects. Future Regional District park and pathway plantings will take xeriscape and water conservation principles into consideration.

#### 6.2.4 REGIONAL WATER USE REGULATION AND CONSERVATION BYLAW

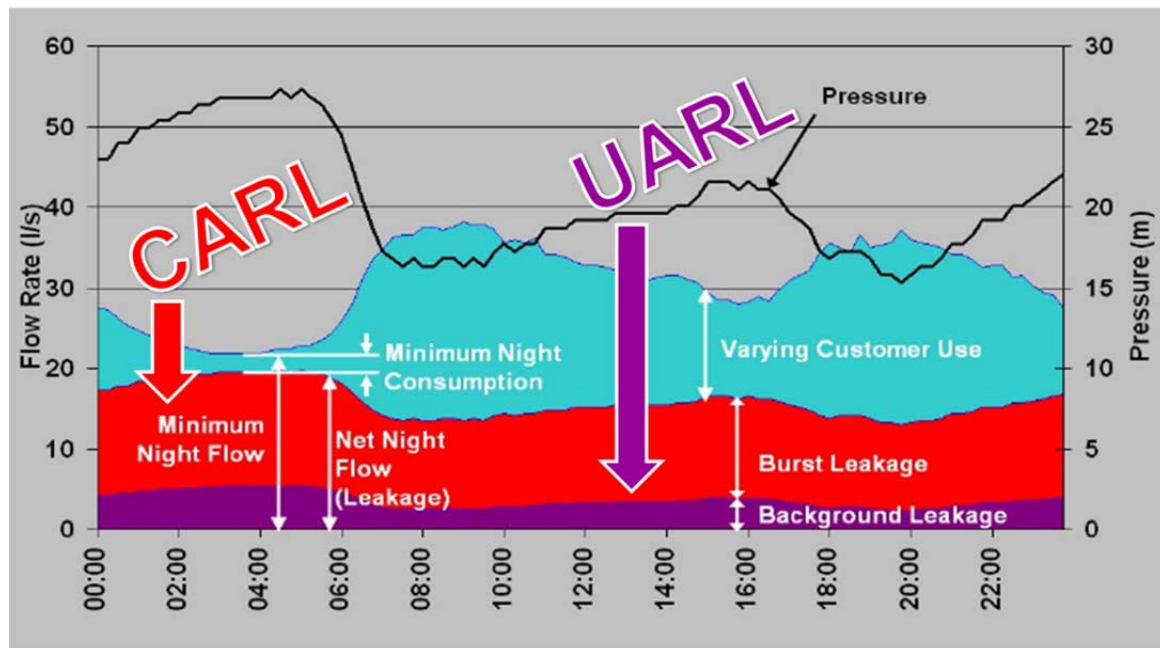
While an existing water use bylaw is in place specifically for the West Bench Water system, a Region-Wide Water Use Regulation and Conservation Bylaw will ultimately replace the existing bylaw for this water system and all Regional District owned and operated water systems. It will unify the water use standards, including consistent messaging for water conservation and water use planning, integration of drought management recommendations, Cross Connection Control (CCC) requirements and consistent interpretation of the regulations. This is a two year project, starting in early 2015 with the first step seeing the completion of the draft Regional Bylaw. Finalization of the Bylaw and implementation is estimated for 2016.

## 6.2.5 WATER LOSS MANAGEMENT

Water Loss Management was initially addressed by the replacement of pipes under the water system upgrade projects. Starting in 1991, all pipes have been replaced with 25% of the system replaced after 2011. Ongoing leakage monitoring will be enabled through quarterly review of the data from the meters on each service connection and other system meters installed during the system upgrade.

The Regional District will monitor night time flows between 12am and 4am to track baseline flows within the system and calculate Current Annual Real Losses (CARL). The Unavoidable Real Loss (UARL) in the system is a function of pipe length, number of services and operational pressure. With these two values, the Regional District will be able to track the Infrastructure Leakage Index (ILI), a practical performance indicator method used to assess water distribution system efficiency from a bottom up approach.

Figure 6-2 Typical Diurnal Chart for a Municipal Water System



Leakage control is a key component of the West Bench Water System operations due to its location within an area of silt-laden soils, which are subject to erosion and piping from ground water movement. Leakage control to avoid erosion is paramount for public health and safety considerations, and is complementary to water conservation initiatives.

Using 2014 data, the Regional District will be completing the AWWA Water Audit<sup>10</sup> following the practices of the AWWA Standard Practice Manual M36, "Water Audits and Loss Control Programs".

<sup>10</sup> <http://www.awwa.org/home/awwa-news-details/articleid/2641/awwa-free-water-audit-software-version-5-0-now-available.aspx>

This top down assessment of water use allows the utility to identify areas for improved efficiency and cost recovery using the data from the universal metering program.

# 7 IMPLEMENTATION STRATEGY

Implementation of the Water Conservation Strategy will be carried out in the community over the next several years. Various water conserving initiatives already underway will continue and a water rate structure based on water usage will be developed. The strategy will be made available on the RDOS website.

## 7.1 SCHEDULE

It is anticipated that the various water reduction initiatives will continue into the future. The biggest program will be the metering program that will include collecting data from the meters to determine usage for the residential and agricultural uses. Rates will be proposed and taken to the community for feedback before being finalized. Once the rates are in place the property owners will receive bills based on their water used. It is expected that rates will be in place by the end of 2016.

Other items on the schedule for implementation include a Regional Water Use and Conservation Bylaw for all of the Regional District owned and operated water systems, the Water Conservation Program and associated initiatives as well as leading by example with Xeriscaping gardens.

Table 7-1 provides a summary of the different conservation activities planned for 2016 and into the future. The shaded areas indicate when the project will be initiated and/or implemented in the community.

Table 7-1 - Conservation Activity and Proposed Timeline for Implementation

Conservation Activity	Timeline							
	2014	2015	2016	2017	2018	2019	2020	2021-2030
<b>Conversion to new pump house / booster station</b>								
<b>Universal Metering Program</b>								
Data Collection Phase								
Rate Setting								
Usage Statements								
Implementation of "user pay" rates								
Enforcement								
<b>Regional Water Use and Conservation Bylaw</b>								
Bylaw Drafting								
Consultation								
Implementation								
<b>"Water Conservation Program" Outreach &amp; Education</b>								
<b>Outdoor</b>								
Outreach on Water Use Regulations (even / odd, no daytime use)								
Outreach on behaviour modification (water saving tips)-ongoing								
Xeriscaping								
Rain Barrel / Rain Garden								
Love Your Lawn compost program								
<b>Indoor</b>								
Outreach on low flow fixtures/appliances								
Outreach on behaviour modification								
<b>Lead By Example</b>								
Xeriscape Demonstration Garden at Pumphouse								



## 7.2 WATER SAVINGS

The water reductions implemented since 2003 have resulted in a 26% water reduction, and the Water Conservation Strategy is intended reduce water use approximately another 15% by 2020, for a total water reduction on the West Bench Water System of approximately 40% from 2003.

Estimated savings from each type of activity over a five year period are listed below:

### PEAK DEMAND REDUCTION:

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- Universal metering **with conservation based volumetric rate:** Approximately 15% savings could be achieved through the combination of metering and a conservation based volumetric rate for residential demand;
- Agricultural volumetric water use rate: The South East Kelowna Irrigation District implemented volumetric based pricing resulting in water reductions of 40% compared to metering and education alone.<sup>11</sup>;
- Water Conservation Program – active education and outreach program: The USEPA suggests that water use reduction communications programs should yield between 2% and 5% reductions. West Bench may have already achieved this reduction through past years of program implementation, but a sustained outreach program will support other initiatives.

### OVERALL DEMAND REDUCTION

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- Indoor low flow fixture replacement: Savings are estimated at 5% of total demand over five years;
- Water Conservation Program – active education and outreach program on behaviour modification: (see above)
- Water Loss Management (No savings at this time but essential for system performance tracking)

## 7.3 BUDGET FOR WATER CONSERVATION PROGRAM

The Regional District has budgeted \$5,000 to \$7,500 per year for the Water Conservation Program.

## 7.4 COST SAVINGS

As previously noted pumping costs are estimated to reduce costs by approximately \$10,000 / yr, which includes a calculation for reduced water use through metering and outreach programs.

Operating and Maintenance costs are split at approximately 18% fixed costs (employees/ testing) and 82% variable costs (electricity and charges / m<sup>3</sup>). Water conservation strategies reduce the variable costs, resulting in cost savings in overall system operating expenditures. This provides another motivation for employing water conservation strategies.

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<sup>11</sup> [http://www.obwb.ca/fileadmin/docs/sekid\\_pricing\\_impacts.pdf](http://www.obwb.ca/fileadmin/docs/sekid_pricing_impacts.pdf)

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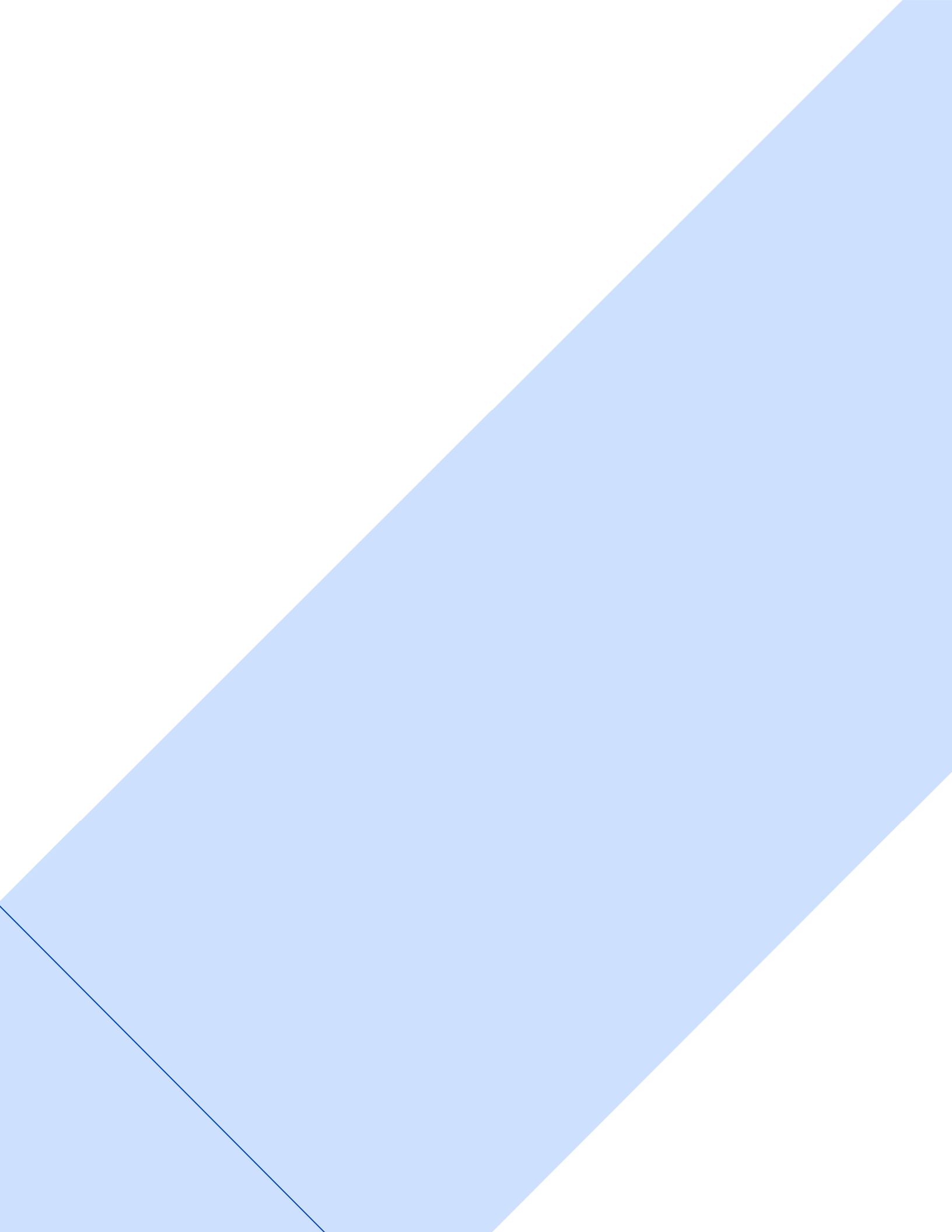
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## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Adoption of the Faulder Water Conservation Plan

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### **Administrative Recommendation:**

**THAT the Regional Board of Directors adopt the “Faulder Water Conservation Plan” as presented at the February 11th, 2016 Environment Services Committee.**

### **Purpose:**

For the Regional District to have a water conservation plan in place for the Faulder Water System that will help ensure sufficient water for the users through efficient and cost-effective water use practices .

### **Business Plan Objective:**

Goal 3.3: To develop an environmentally sustainable community  
Objective 3.3.10 By completing the Faulder Water System Upgrade

### **Background:**

The Regional District of Okanagan-Similkameen owns and operates the Faulder water system which supplies domestic water to 79 connections with an estimated population of 215 residents. The water system is supplied from a groundwater well located near the confluence of the east flowing Trout Creek and south flowing Darke Creek within the Meadow Valley Aquifer.

The system has been experiencing challenges with water quality and water supply. Additionally the existing groundwater well is showing signs of deterioration that would require significant rehabilitation work if it was to continue as the supply source.

In 2015 the Regional District worked on upgrading the Faulder Water System. This comprised of installing a new well, designing and installing the needed upgrades, designing, ordering, manufacturing and installing the uranium water treatment system and upgrading the booster station. The upgrades are almost complete with the installation and commissioning of the stand-by generator and uranium treatment system scheduled for the beginning of February.

Even though the new well is a success, it is still important that the Regional District help manage the water usage to protect our environment, extend the life of our infrastructure, reduce power expenses and ensure there is sufficient quality water for the Faulder Water System Users, now and in the future. A water conservation plan will assess the water supply and demand management needs and

provide recommendations on how to do this.

**Analysis:**

The Faulder Water Conservation Plan seeks to reduce the annual water demand by 35%-55% through the following recommendations:

- Implementation of leak detection monitoring and maintenance;
- Feasibility study for the introduction of water meters;
- Improved Regional Water Use and Conservation Bylaw;
- Climate change monitoring and adaption;
- Promoting the use of water conservation kits and retrofits;
- Promoting the use of drought resistant plants;
- Promoting the use of rain capture and storage systems;
- Preparing for climate change thru monitoring and adaptation;
- The continuation of the existing public outreach campaign; and
- Considering implementing regulatory measures.

**Alternatives:**

The Board may choose not to endorse the Faulder Water Conservation Plan as it is written and refer it back to staff.

**Communication Strategy:**

The Faulder Water Conservation Plan will be presented to the Community at the Faulder Resident Meeting scheduled on February 2<sup>nd</sup>, 2016. The Faulder Water Conservation Plan will also be submitted to the Ministry of Community, Sport and Cultural Development-Local Government Infrastructure and Finance as a supporting document for the Building Canada Fund Program-Communities Component Grant for the Faulder Water System Improvements Project.

**Respectfully submitted:**

*Candace M. Pilling*

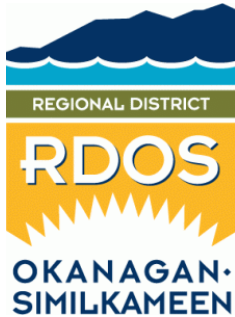
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C. Pilling, Engineering Technologist



# Water Conservation Plan - Faulder Water System

Presented To



Dated: February 2016

Ecora File No.: PE-15-150-RDO

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## Version Control and Revision History

Version	Date	Prepared By	Reviewed By	Notes/Revisions
1	Dec 2015	MS/CB		
2	29 Jan 2016	MS/CB		



## Executive Summary

The Faulder Water System is located 10 km west of Summerland, at the intersection of the Princeton Summerland Highway and Fish Lake Road in the Regional District's Electoral Area 'F', and serves a year-round population of approximately 215 people. The land use within the Faulder Water System is composed mainly of large semi-rural properties, along with several large acreages.

The water supply for the Faulder Water System has recently undergone a major upgrade. In 2015, the Regional District drilled a new well into the Meadow Valley Aquifer and completed upgrades in the existing pump house for the addition of a uranium water treatment plant with an emergency backup generator which will be commissioned in February 2016. The water will now be supplied to the area through the new well with the existing well remaining as an emergency backup supply. The origin of the water source, Meadow Valley Aquifer, remains the same, although the new well is drilled to a greater depth, 309 feet (94.18m) below the drilling pad surface, and is rated at 160 GPM.

To complement the Regional District's current and upcoming policies and regulations on water consumption and conservation, the RDOS has set a target to reduce gross community water consumption for the Faulder water system by 30 per cent by 2025.

The Faulder Water System's 2014 Maximum Day Demand was 294 m<sup>3</sup>/day, which occurred in July (Regional District of Okanagan-Similkameen). By implementing the activities outlined in this plan, a 30% reduction in demand will result in a Maximum Day Demand of approximately 206 m<sup>3</sup>/day. The implementation of this plan will be effectively reducing consumption by approximately 12,200 m<sup>3</sup> of water annually by 2025

In order to achieve this reduction target, the Regional District will focus their water conservation efforts on the objectives outlined below. It is important to note that these objectives have been developed based on the best available data. As new information becomes available or is refined through enhanced monitoring and analysis or the implementation of improved data gathering, the objectives of this strategy may also need to be modified or refined accordingly.

- Implementation of leak detection monitoring and maintenance;
- Feasibility study for the introduction of water meters;
- Improved Regional Water Use and Conservation Bylaw;
- Continuation of the Water Ambassador program and other related water conservation programs, with potential enforcement, if necessary; and
- Continued implementation of water loss management activities.

Water conservation is essential for the Meadow Valley Aquifer to ensure residents have a clean, reliable, and sustainable source of water.

## Limitations of Report

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## 1. Introduction

The Regional District of Okanagan-Similkameen (RDOS) requested Ecora Engineering & Resource Group (Ecora) to prepare a Water Conservation Plan to achieve a targeted 30% reduction on water consumption within the Faulder water system. The Faulder water system supply wells and treatment plant, located on a statutory right-of-way at 133 Kettle Place, Lot 1, Plan 42524, supplies water for the Community Water System in Faulder, BC. This strategic plan is intended to support best practices for water conservation within the Faulder water system and Meadow Valley aquifer and also for raising awareness within the aquifer area and the community of residents who are the end users dependent on the Faulder water system.

### 1.1 Why does Faulder need a water plan

Water is vital for the sustainability of the Faulder community, and based on the fluctuation in the aquifer over the past years it is clear that a water conservation plan is essential for the health and sustainability of the Faulder community water supply. Local water availability is tied to the underground Meadow Valley aquifer from which the community draws its water. A new well was drilled and installed in July 2015 as the old well would have required significant rehabilitation work if it were to continue as the primary supply for the Faulder system. In addition to the newly drilled well, a Uranium Treatment plant is scheduled to be installed February, 2016, to bring the existing uranium content (0.028 mg/L) below the minimum acceptable concentration of (0.02 mg/L) which is determined by Health Canada's Guidelines for Canadian Drinking Water Quality. This system improvement will provide a safe source of drinking water for the Faulder community.

A Water Conservation Plan will address water usage thus reducing the demands on the limited resources and ecosystems.

"With more and more people, balancing the water needs of the environment, drinking water, crop irrigation and other outdoor watering, tourism and recreation, industry, and cultural values is increasingly difficult. Climate change is expected to increase the frequency of drought and flood events in the Okanagan due to warmer, wetter winters, and longer, hotter, drier summers" (Okanagan Basin Water Board, 2008)

In order to aid in the protection of our valuable water sources, Water conservation plans are becoming a mandatory requirement for local governments applying to the Province for grant funding for drinking water and wastewater infrastructure. Soon all communities accessing provincial infrastructure funds will be required to actively conserve water (BC Ministry of Environment, 2008).

In the Regional Growth Strategy (RGS) Bylaw 2421, 2007, The RDOS in partnership with other South Okanagan communities are investigating the following policies that directly or indirectly involve water conservation:

- Support environmental stewardship strategies;
- Reduce contribution to and increase adaptation to climate change; and
- Promote water sustainability through conservation and related best practices.

## 1.2 Purpose and Scope

The purpose of the Water Conservation Plan for Faulder is to provide a strategy for conserving both water and the associated electricity and greenhouse gas emissions related to its production, delivery and use. This will help ensure water availability, save money for the users, ensure continued eligibility when applying for infrastructure grants, and assist in the implementation of policies and strategies for the different levels of government.

Faulder has a single water supply system. This system supplies domestic water to rural properties, including residential irrigation water requirements. The water system has variable costs, as it requires electricity for all facets of the pumping and operation of the system, including the uranium treatment plant. Therefore, reducing water consumption will lower the water utility operations costs.

Due to the depth of the existing Faulder well, during low recharge years for the aquifer, considerable drop in available water for the well was recorded. The new well and water conservation measures that reduce consumption will help to ensure a reliable supply is maintained.

In this plan, water conservation measures are assessed in terms of both internal and external benefits with respect to the water utility.

Internal Benefits of water conservation to the Water Utility include:

- Reductions in peak day consumption;
- Reductions in annual water use;
- Reductions in costs from operation, pumping and treatment;
- Increased infrastructure lifespan;
- Improvements in the Community's understanding of their water system and how water is used within their community; and
- Accurate costing, ability to project accurate water rates and informed water conservation programs.

External Benefits of water conservation to the Water Utility include:

- Reductions in energy consumption for water supply;
- Reductions in greenhouse gas (GHG) emissions from water related energy consumption; and
- Increased sustainability of the water supply from Meadow Valley aquifer.

## 1.3 Accuracy and Significant Figures

Values used in the Water Conservation Plan were obtained primarily from historical flow meter readings from the Faulder pump house. Some estimates are accurate while others will be accurate to only one or two significant figures. For instance, we know that the average annual water use for 2005 to 2014 is 40.7 mega litres. The average consumption per person in Faulder is quite high, 526 L/Person/Day in July 2014, relative to the national average of 330 L/Person/Day (BC Ministry of Environment, 2008). We do

not know precisely if the flows are unevenly distributed among the Faulder properties, so plausible assumptions were made in order to divide that consumption evenly among the existing customers.

## 2. Faulder Water System Profile

### 2.1 Community Portrait

Faulder is located in Electoral Area 'F' – Rural Summerland, Red Wing and West Bench Area (6). It is estimated that the Faulder Water System supplies domestic water to approximately 215 residents (79 connections). A majority of the residence live along Darke Creek and Trout Creek on rural residential properties. The RDOS is not offering new services for the Faulder water system so this report assumes there will be little to no growth in future consumption.

### 2.2 Sources and Licenses

The Faulder Water System is supplied by a main supply well which is drilled into the Meadow Valley Aquifer which is designated by the Ministry of Environment Water Resource Atlas as Aquifer No. 299. Meadow Valley contains both unconfined and confined sand and gravel aquifers (Golder & Associates, 2015). Trout Creek and Darke Creek also traverse the area and are sources of recharge to the Meadow Valley aquifer although supply is not pulled directly from the surface water sources. In 1993, the Faulder Community Well was drilled into the semi-confined to confined Meadow Valley aquifer to supply the water system. The existing well has since been replaced by the new well drilled in July 2015 and the original well now serves as an emergency backup supply.

### 2.3 Faulder Water Treatment System

The Regional District of Okanagan-Similkameen owns and operates the Faulder water system. The existing Faulder water system until 2015 did not have any water treatment processes in place; the system has historically experienced challenges with water quality and water supply. The well water supplying the system does not meet the Guideline for Canadian Drinking Water Quality Standard for maximum uranium concentration of 0.020 mg/L. The average concentration of uranium is approximately 0.028 mg/L.

In 2015 a uranium water treatment plant and new well was constructed and is scheduled to be commissioned in February 2016. Groundwater from the Meadow Valley Aquifer is pumped from a new well located on 133 Kettle Place into the pump house and treatment plant and then is pumped out to the system and reservoir through vertical turbine booster pumps. The uranium treatment plant was designed and constructed by BI Pure Water in Surrey, BC.

The uranium treatment system consists of two cartridge filter units for removing the fine particles, followed by two banks of anion exchanger units installed in series with interchangeable lead and lag units. Each bank consist 4 - 18" diameter fiberglass vessels. Uranium is reduced by approximately 95% while the water is passing through the lead units. A flow meter (and totalizer) is installed at the treatment system to monitor the quantity of the water processed.

When the water quantity processed reaches a pre-set value (32,426,000 litres treated water), an alarm alerts the operator to organize the media replacement.

The piping and valves are installed in such a way that the lead and lag units can be interchanged at the end of the cycle. At the end of the cycle (approx. 428 days for average daily consumption of 40,000 US GAL) the lead units would be removed and replaced with the lag units. New lag units would then be installed.

### 3. Water Use in the Faulder Community

Water use in the community is primarily residential based with some irrigation for yards and personal gardens. Pumping data gathered from the 2014 Faulder water meter logs is shown in the below Figure 3.1.

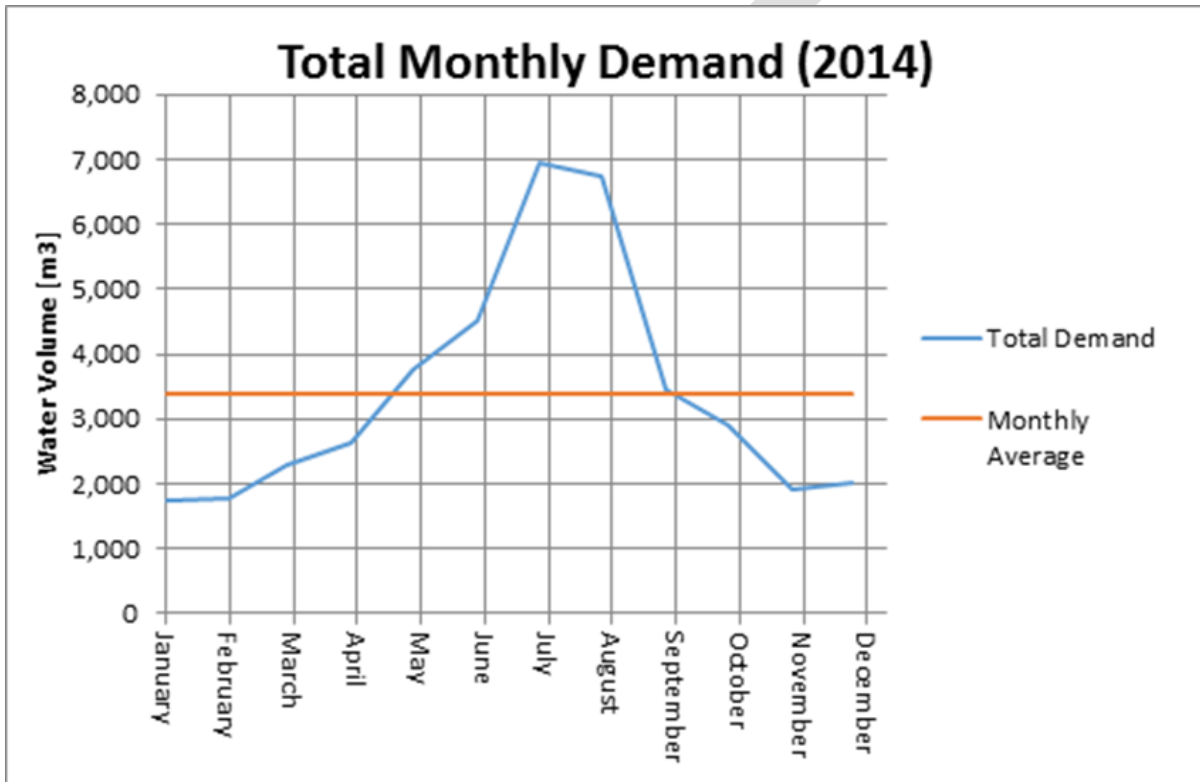


Figure 3.1 Total Monthly Demand (2014)

This typical annual cycle with a peak during the summer months can be seen over most years with data since 2005. This equates to an average of 526 L/Person/D in the Faulder community of 215 residents. The average consumption in British Columbia is about 350 L/Person/Day and the Canadian average is 330 L/Person/Day (BC Ministry of Environment, 2008).

Figure 3.2 below compares the total monthly use against previous years.



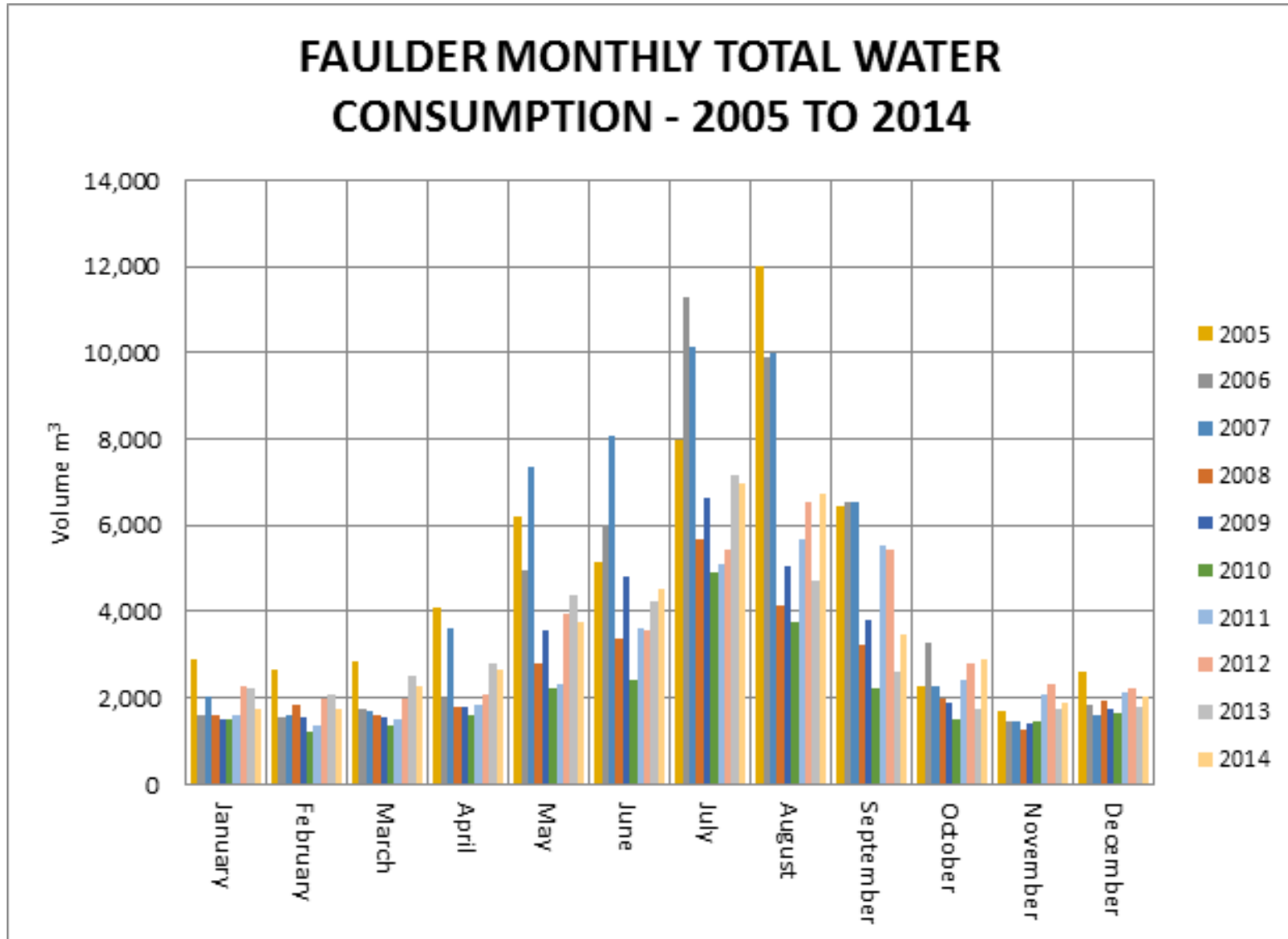


Figure 3.2 Faulder Monthly Total Water Consumption – 2005 to 2014

### 3.1 Water-Related Energy Consumption

Supplying water requires energy, mainly in the form of electricity from pumping and water treatment. Further treatment of water at the point of end use, such as heating, refrigeration or ice making, also consumes energy. The targeted reduction of water consumption of 30% will also have significant energy savings.

### 3.2 Water Demand and Climate Change

The Okanagan region has seen population growth in the last 20 years, combined with warmer than average summers, decreasing snow packs and precipitation. Much of the Okanagan basin's water supply comes from melting snowpack. It is predicted that future shortages of water are likely to occur in the late summer in the Okanagan basin (Okanagan Water Supply and Demand Project – Phase 2, 2010). This combined with high seasonal and yearly variations in water supply and demand increases the need for water conservation measures that will ensure water supply can be met throughout times of shortages. As stated by the Okanagan Basin Water Board (OBWB), water conservation measures could greatly reduce the impacts to water from climate change and population growth (2010).

The OBWB conducted studies for the Okanagan Water Supply and Demand Project – Phase 2 of potential water supply scenarios which estimate natural stream flow and the effects of water storage and extraction on streamflow, groundwater, and lake levels. Based on 15 reasonably possible potential scenarios, it is predicted that air temperatures across the Basin will increase and snowpack will decline, melt earlier, and spring snowmelt will generate smaller amounts of runoff in the next few decades. Summer low flow periods will most likely be extended.

Changes in precipitation regimes and increases in annual temperatures as a result of climate change will ultimately alter stream hydrology. Given that the Meadow Valley aquifer is recharged partially from Darke Creek, particular attention should be given to protecting recharge of Darke Lake and Darke Creek. 86 % of surface water is generated from melting winter snowpack between March and July, with about 14% occurring in the other 7 months of the year (OBWB, 2010). 2013 water levels reviewed by Golder show that the aquifer recharges from April to August typically. Recharge from stream losses into unconsolidated aquifers is seasonally variable and proportional to surface water runoff. The largest flows occur immediately following snowmelt-generated peak stream flows in spring. OBWB states in their study that water level fluctuations in valley bottom unconsolidated aquifers is relatively small, ranging from 1-2 m annually, with larger fluctuations around pumping wells and upland areas. However, it has been observed that Meadow Valley aquifer has inconsistent recharge rates (Golder, 2013). Additionally, with the change in precipitation regimes, recharge patterns could change even more for the aquifer. This can be problematic if not planned for in a drier than normal years. It has been discussed with the RDOS that the Faulder Water System has previously experienced issues with lack of water supply before spring melt. If this issue is not addressed, there is the possibility that the community of Faulder will continue to increasingly experience water shortages as climate change alters local weather patterns.

## 4. Water Conservation Goals

The RDOS has recently completed upgrades to the Faulder Water System to help address infrastructure, water supply and quality issues. A complementary step to the upgrades is to complete a Faulder System

Water Conservation Strategy. A properly created and implemented conservation plan will help to add resilience, extend the life of the infrastructure and reduce power expenses.

Regional and provincial plans have previously identified goals for water conservation and for increasing adaption to and decreasing contribution to climate change. The Regional District's Conservation Strategy for the Faulder Water System strives to meet the goals of several policy and regulatory initiatives including:

- Provincial Living Water Smart initiative;
- Regional District's Strategic Plan;
- RDOS South Okanagan Regional Growth Strategy;
- RDOS Area 'F' Official Community Plan; and
- Okanagan Basin Water Board's Okanagan Water Wise goals.

Appendix A provides goals and objectives selected from each of these plans that are relevant to this Water Conservation Plan.

From these plans the RDOS strives to meet goals that include:

- Working towards a goal of improving water use efficiency by 30% by 2025;
- Educating customers about the value of water;
- Improving the ability to respond to a basin scale drought;
- Reducing peak demand to ensure consistent water supply and pressures;
- Monitoring changes in land use to help predict water supply requirements.
- Reducing per capita indoor water use;
- Encouraging water efficient landscaping;
- Improving water accounting in order to better manage losses, design water rates and design water conservation programs; and
- Enforcing bylaws.

The Faulder Water System is a relatively small user within the Okanagan Basin, but the RDOS recognizes the importance of water conservation to protect and sustain the water levels in Meadow Valley aquifer. The objective of a water conservation plan is to consider management strategies for the RDOS purveyor and the community of Faulder to protect and sustain water supply levels in the south Okanagan region.

Water reduction targets for the Faulder Water System are set to be reduced by 30% to achieve an Average Daily Demand of 79 m<sup>3</sup>/day by 2025. Annual and monthly targets are shown in the table below.

**Table 4.1 Annual and monthly targets**

	Current Use (m <sup>3</sup> )	2025 Reduction Target (m <sup>3</sup> )
Total Annual	40,741	28,519
Monthly Average	3,395	2,377
Daily Average	113	79

## 5. Water Conservation Program

Design of the proposed water conservation program for Faulder began with a comprehensive review of water conservation measures. When all measures are in place and the RDOS and community adopts the program in full, a 55% reduction in Annual Demand can be attained. Without the application of water meters, a 35% reduction would be achieved. These numbers don't reflect leak repair. The following, arranged by most to least anticipated water savings, are recommended.

### 5.1 Infrastructure Leaks

A major source of water consumption may not even be from the end users. Older infrastructure will have leaky joints, valves, or cracks in the distribution piping. Several detection methods can be utilized to locate and furthermore, eliminate these leaks. Faulder currently has only one water meter at the source and there is currently no way of knowing where the water is going once it leaves the pump house. For this reason, water main leak testing is the first recommendation to help meet the 30% reduction target.

#### 5.1.1 Isolate and Test

The main water distribution line can be isolated and a pressure test performed to determine an overall system leak quantity. All residents would be notified that curb stops would be turned off for the duration of the test. After the line has been isolated, it would be pressurized up to and held at a working pressure. If the pressure drops over a certain time period, this indicates a major leak in the system.

#### 5.1.2 Independent Testing Contractor

A company who specialize in underground pipe leak detection services can be hired to further isolate locations of leaks. Using non-invasive acoustic listening devices, a leak can be located and marked for repairs.

##### 5.1.2.1 Acoustic Listening Device

Since the Faulder is a relatively small water system (approximately 2.7 km of pipe), a leak detection device, similar to one that a contractor may use, can be purchased and utilized by the Regional District. By acquiring a device, it can be further employed on other water systems owned by the District to help offset the cost.

### 5.2 Water Meters

Meters are the foundation for many measures in water conservation. With meters in place, purveyors can:

- Implement volume based rate structures;

- Identify the quantity of water lost to leaks in infrastructure;
- Evaluate changes in water use with respect to weather; and
- Design and monitor the effectiveness of water conservation programs.

A financial feasibility assessment can be performed to determine if meters are economical. If they are found to be economical, a volume based rate structure would be established but have a brief absence for two years to help local residents adjust to the new system. After two years, individual residents would realize their consumption and adjust accordingly for the following year. Meters provide financial incentive to save water, and are an excellent tool for fairly distributing fees among water users. We anticipate that with metering, a new rate structure, and a very basic education program, a 15-20% in annual water savings would be realized.

### 5.3 Water Conservation Kits and Retrofits

Less than 3% of treated water is actually used for drinking (BC Ministry of Environment, 2008). The remainder is used for cleaning, toilet flushing and outdoors on gardens. Water conservation kits for indoors can be offered to homeowners at a cost of about 12\$ per kit. These affordable kits can contribute a considerable amount to annual water savings. In addition to these inexpensive kits, the replacement of an older generation toilet or washing machine can help save water and the cost can be offset by rebates offered by major utility suppliers.

#### 5.3.1 Indoor Kits

Low cost kits can be distributed to homes within the community containing the following:

- Low-flow Shower Head – Reducing water consumption from approximately 12 LPM to 9.5 LPM
- Kitchen Faucet Aerator – Reducing water consumption from approximately 11 LPM to 4 LPM
- Shower Timer – Reducing average run time from 10 min to 5 min
- Toilet Tank bags – Reducing up to 3L per flush
- Toilet Tank Leak Detection Dye Tablets

#### 5.3.2 Indoor Retrofits

Rebate programs offered by companies such as BC Hydro and FortisBC help offset the cost of purchasing a new higher efficient toilet, dishwasher or washing machine. Realistically, everyone in the community will not buy a new appliance. But if 1/3 of the 79 connections were to replace one toilet in their home, an addition 1.1% in annual water use could be attained.

#### 5.3.3 Outdoor Kits

In addition to low cost indoor kits, an outdoor water conservation kit would be beneficial to the water reduction target. These kits include the following:

- Rain Gauge – Measures rainfall so a homeowner can adjust lawn watering accordingly

- Soil Moisture Meter – Aids to determine if plants are in need of water

Utilizing these tools will give feedback to the resident to increase awareness of necessary watering quantities.

### 5.3.4 Outdoor Retrofits

Hose bibb water meters are affordable tools that can be utilized to visually understand how much water is required to maintain outdoor soil moisture. As well, irrigation timers provide an efficient way to ensure watering occurs during optimal times of the day, which is dawn and dusk, when evaporation is less likely to occur. In combination with a Soil Moisture Meter, users could establish benchmarks to optimally water plants.

## 5.4 Drought Resistant Plants

The introduction and education of utilizing drought resistant plants through Xeriscaping would provide residents with an alternative to traditional landscaping. These plants thrive in a drier climate which ultimately leads to less water use (OkanaganXeriscape.org, n.d.). Irrigated water could be reduced by 30% to 100% (MakeWaterWork.ca, n.d.) depending on the type of plants used.

Education would be a major part of this strategy. Plenty of Okanagan specific resources are available online including MakeWaterWork.ca and OkanaganXeriscape.org which specifically target the semi-arid climate of the Okanagan. Additionally, workshops put on by the Regional District, would encourage residents to get personally involved with the shift from traditional landscaping to low maintenance plants.

## 5.5 Rain Capture and Storage

Rain barrels or larger Cisterns are water storage containers for non-potable use. Tanks can be used to collect runoff from most guttered roofs. When positioned properly, a pump can be avoided and instead rely on gravity for flow. Based on average monthly rainfalls in Summerland 185 mm falls annually between April and September. A 100 Gallon cistern could be filled 53 times with an average 1200 sq. ft. roof area during summer months, offsetting annual water consumption by 20 m<sup>3</sup> per household. In combination with public education of proper rain capture methods and equipment, this method could reduce up 3.8% of demand.

## 5.6 Climate Change Monitoring and Adaption

There are many initiatives the RDOS can begin to implement to prepare for and better understand climate change within the region of Faulder. These include:

- Evaporation rate measurements for Darke Lake could be recorded to understand annual fluctuation in losses to evaporation;
- It is recommended that streamflow monitoring stations be installed along Darke Creek downstream of Darke Lake to monitor surface water flow and also as recommended by the Okanagan Basin Water Board that surface-groundwater interactions at major alluvial fans (north portion of Meadow Valley) be further investigated to better understand discharges to the Meadow Valley aquifer;

- Watershed management plans could be developed for the Darke and Trout Creek watershed;
- Both groundwater and surface water sources could be monitored and managed for to ensure long term supplies.
- Storing water in upland reservoirs will be a key component in water conservation strategies. Specifically, Darke Lake will play a role in this.

## 5.7 Fire Prevention Methods

Discussions with the RDOS revealed that some residents will water vegetation near their home to help reduce the risk of forest fires destroying their home. While this method can be effective, long term it is not sustainable for water conservation measures. Certain measures to protect against fire damage to homes that can be implemented and do not involve the use of water include:

- Maintaining all low brush around the house to a maximum of 4 inches;
- Disposing of yard clippings/branches appropriately by burning or taking them to a green waste facility;
- Removal of dead vegetation within 30 feet of housing structures including decks and sheds;
- Removal of dead vegetation from roofs and gutters;
- Removal of tree branches that hang over or near a house;
- Reporting diseased and dead trees in the area so they can be removed;
- Using fire resistant plants for landscaping that are strategically placed to reduce the spread of fire to your home; and
- Using rock, mulch, or flower beds to provide a fire break between houses and the surrounding forested areas.

## 5.8 Public Outreach

Public outreach is already a main component of the RDOS's strategy to reduce water consumption. However, there are additional implementation strategies that can be carried out to help ensure long term goals of reduction are met. These include:

- Continued targeting of outdoor watering. This will include behaviour modification, irrigation system efficiencies, and xeriscape concepts on both agricultural and non-agricultural properties,
- Support and / or education around setting of automatic irrigation systems, and reducing water used for lawns; and continuation of the "Love Your Lawn" program;
- Watershed management education that will educate residents on the importance of the Darke Creek and Trout Creek watersheds in providing water to the Meadow Valley aquifer;
- Educating residents about the impacts climate change will potentially have on their water resources;

- Educating residents about non water-based methods of fire prevention, such as clearing of wood and debris;
- Xeriscaping manuals for residents;
- Fostering community awareness on the importance and sensitivity of riparian areas, specifically Darke Creek
- Education around re-use of grey water for activities such as watering gardens; and
- Implementing programs already in place such as the RDOS Water Ambassador Program or the Love My Lawn project.
- These measures can be implemented through educational brochures, workshops, newsletters, emails, signs, or community meetings held with the RDOS.

## 5.9 Regulatory Measures

Faulder is within the Area F RA holding which is deemed a resource area. This area is both private and crown land, and uses include forestry, agriculture which includes livestock grazing, fishery and wildlife habitat, mineral, placer and aggregate extraction, community watersheds, recreation and tourism, large holdings, isolated farm units and ranch lands having a parcel size of 20 ha or greater, or as approved by the Agricultural Land Commission on Land Reserve parcels. The RDOS can enforce these zoning bylaws that limit the amount and type of development that can occur within the Faulder area and Meadow Valley to ensure land use is compatible with protecting water resources.

There may be an interest to in also dedicating some of the surrounding land to parklands or a zone that reflects protected space. As well, the RDOS should be consulted with in regards to changes in land use that could affect water conservation. An example of this would be ensuring that areas within the Faulder area do not switch to intensive agriculture, which demands a higher usage of water.

As outlined in the Official Community Plans Area F, riparian protection and restoration is a key objective. There is potential to do additional restoration along Darke Creek in the area of Faulder and Meadow Valley. Riparian restoration will help reduce evaporation rates from the creek and allow for further infiltration of water into the aquifer. Riparian vegetation is also seen as a key component in reducing negative impacts to streams from climate change.



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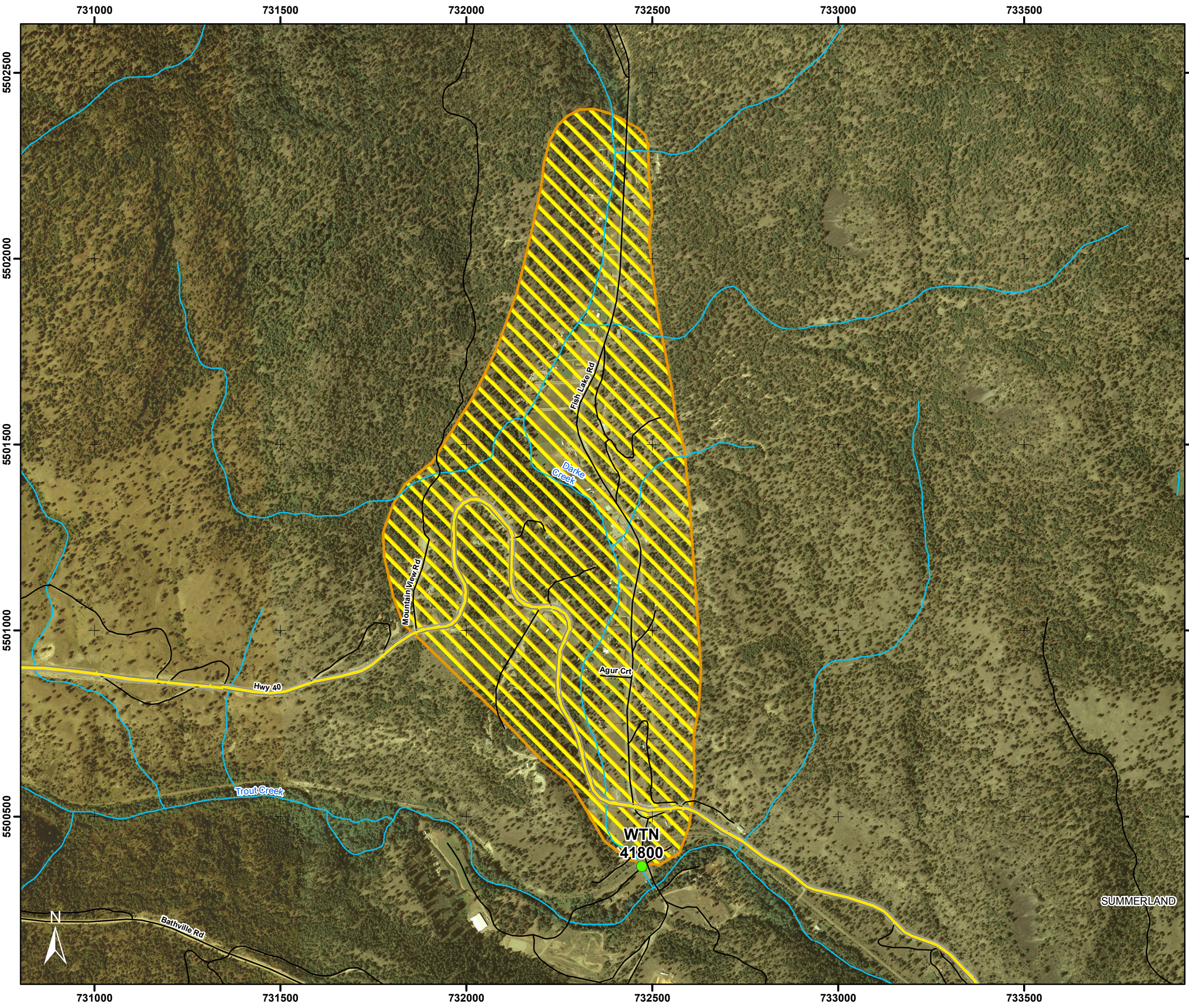
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# Figures

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Figure 1.0 Faulder Water System Service Area

DRAFT



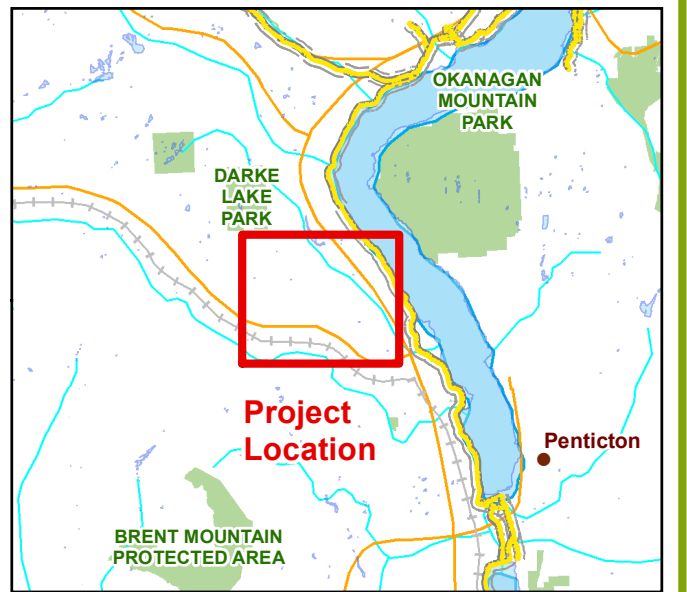
# FAULDER WATER SYSTEM SERVICE AREA

Regional District of Okanagan-Similkameen

## WATER CONSERVATION PLAN REPORT FAULDER WATER SYSTEM 133 KETTLE PLACE SUMMERLAND, BC

**Legend**

- New Well Site 41800
- Water System Service Area
- Streams
- Roads
- Highways



<b>Project No.</b> PE-15-150-RDO	
<b>Projection:</b> UTM Zone 11N <b>Datum:</b> NAD83	
<b>Scale:</b> 1:10,000	
<b>Paper Size:</b> 11 x 17	<b>DWN</b> <b>CHK</b>
<b>Date:</b> 16 Dec 2015	<b>NLH</b> <b>MS</b>
<b>Figure 1.0</b>	

# Appendix A

---

## Current Initiatives and Policies

**BC Living Water Smart** provides the government's vision for sustainable water stewardship, including water source protection, protecting and rehabilitating habitat, modernizing British Columbia's Water Laws, setting strong water efficiency targets, facilitating reduced water consumption and climate change adaptation. The Faulder Water System Upgrade and Water Conservation Strategy address numerous aspects of this overarching initiative.

**South Okanagan Regional Growth Strategy (RGS)** includes a goal to coordinate efforts to maximize efficient and effective delivery of infrastructure, reduce environmental impact, and coordinate and collaborate on infrastructure. Also, the RGS also includes goals to reduce Greenhouse Gas Emissions through Climate Action Planning as stated in the provincial mandate. The Faulder Water System upgrade meets both these goals.

**Official Community Plan (Area 'F' Okanagan Lake/West Bench, Bylaw 2460, 2008)** includes broad objectives for protecting and enhancing aquatic areas, for maintaining natural ecosystems and environmental quality. Objectives also include planning for adequate delivery of domestic and agricultural irrigation needs. The Faulder Water System upgrade and Water Conservation Strategy assist in meeting these goals.

**2012-2015 Strategic Plan: Regional District of Okanagan-Similkameen.** The upgraded Faulder Water System and its Water Conservation Strategy meet several key goals in the Strategic Plan, including the following: Recognizing the need to meet public need through the development and implementation of key services; to build an economically and environmentally sustainable community and to encourage sustainability through education.

**Regional District of Okanagan-Similkameen Bylaw No. 2634, 2013** currently regulates the distribution and use of water and prescribes penalties for non-compliance with the regulations for the community of Faulder. Even / odd day watering and avoidance of daytime watering are key components to water conservation.

The Regional District's future Regional Water Use and Conservation Bylaw will continue to build on the past practices, and address additional water conservation and water quality concerns.

### **Okanagan Basin Water Board**

The objectives of the OBWB are to define water resource problems in the valley and to determine priorities and opportunities for solving them. The Board also receives funds and directs them out for water management projects and improving communication and collaboration among levels of government and government agencies.

Water conservation is of paramount importance in the Okanagan, and systems within the Okanagan Basin Water Board should be managed to achieve four central goals:

1. To bring residents of the Okanagan valley together with the understanding that the water source is connected and that it is a shared resource throughout the valley;
2. To increase awareness among residents about water issues;
3. To support residents in making positive changes in their own water habits that will protect the quality and quantity of the valley's water sources; and
4. To preserve the unique character of the region including fisheries habitat protection.

The Faulder Water Conservation Strategy is created in the context of the Okanagan Basin Water Board's goals.

DRAFT

# Appendix B

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## Water Conservation Calculator

DRAFT

## Water Conservation Calculator

A comprehensive water conservation calculator analysis was performed using data provided from pumping logs, RDOS personnel, and online resources. WaterConservationCalculator.ca was used to establish annual savings based on various tools implemented with the program. The following outlines all data used to perform the calculations.

### Module 1 - Existing System Profile

Population		REQUIRED			
Permanent Population	<input type="text" value="215"/>	people	?		
Seasonal Population	<input type="text" value="0"/>	people	?		
Predicted Annual Population Growth Rate	<input type="text" value="1"/>	%	?		
<b>Current Service Population</b>	<b>215</b>		people	?	
<b>Forecast Service Population</b>	<i>5 Years</i>	<i>10 Years</i>	<i>20 Years</i>	<i>50 Years</i>	?
	<b>225</b>	<b>237</b>	<b>262</b>	<b>350</b>	

**Figure B.1 Service Characteristics**

The maximum flow rate of the new well and pump is 10.1 L/s, but this rate will only draw on the aquifer periodically as the reservoir is drawn down. During the peak demand, in the summer months, based on historical flow rates it is only expected that the new well pump will be required for approximately 6 hours a day. However, to associate a capacity with the Meadow Valley Aquifer, an average flow rate of 3.4 L/s, which historically supplied water to the community during the day, was used for the Water Conservation Calculator. The Maximum Daily Supply Capacity was calculated using a continual annual average flow rate 3.4 L/s throughout the year. This capacity is used to define the availability of water in the system for the purposes of completing the Water Conservation Calculator to demonstrate the system have the available water supply to account for peak demand during summer months.

### Water Supply

REQUIRED

Maximum Daily Supply Capacity  m<sup>3</sup> ?

Peak Hour System Capacity  m<sup>3</sup> ?

Annual Water Supply Capacity Specify an Existing Source ?

Existing Water Supply Sources	Annual Water Supply Capacity
Faulder Well 2	50,000 m <sup>3</sup>

**Total Annual Supply Capacity**
**50,000** m<sup>3</sup>
?

**Figure B.2 Water Supply Characteristics**

Annual Demand was established using the 2014 Pump Station Logs. Percentages associated with residential and leak demands were conservatively estimated.

### Annual Demand

REQUIRED

Convert to Exact Sector Demands
Clear Demand Values

Total Demand  m<sup>3</sup> ?


	<i>Estimates</i>	<i>Demand per Year</i>
Residential (Single Family)	<input style="width: 40px;" type="text" value="90"/> %	36,900 m <sup>3</sup> <span style="float: right; color: blue;">?</span>
Residential (Multi-Unit)	<input style="width: 40px;" type="text" value="0"/> %	0 m <sup>3</sup> <span style="float: right; color: blue;">?</span>
Agricultural	<input style="width: 40px;" type="text" value="0"/> %	0 m <sup>3</sup> <span style="float: right; color: blue;">?</span>
<span style="border: 1px solid #0070C0; padding: 2px 10px; color: white; display: inline-block;">Enter Industrial Values</span>	0 %	0 m <sup>3</sup> <span style="float: right; color: blue;">?</span>
<span style="border: 1px solid #0070C0; padding: 2px 10px; color: white; display: inline-block;">Enter Commercial Values</span>	0 %	0 m <sup>3</sup> <span style="float: right; color: blue;">?</span>
<span style="border: 1px solid #0070C0; padding: 2px 10px; color: white; display: inline-block;">Enter Institutional Values</span>	0 %	0 m <sup>3</sup> <span style="float: right; color: blue;">?</span>
Non Revenue Water	<input style="width: 40px;" type="text" value="0"/> %	0 m <sup>3</sup> <span style="float: right; color: blue;">?</span>
Leaks	<input style="width: 40px;" type="text" value="10"/> %	4,100 m <sup>3</sup> <span style="float: right; color: blue;">?</span>

**Figure B.3 Water Demand**




## Module 2 - Conservation Savings

The entire population of Faulder will continue to be targeted for education

<b>Education</b>		OPTIONAL
Percentage of Residential Population Targeted	<input type="text" value="100"/>	% 
<b>Population Participating</b>	<b>215</b>	people
<b>Annual Water Savings</b>	<b>787</b>	m <sup>3</sup>
<b>Reduction in Total Annual Demand</b>	<b>1.920</b>	%
<b>Cost to Implement</b>	<b>645</b>	\$

**Figure B.4 Water Savings Based on Education**

If meters are introduced, everyone in the community will receive one.

<b>Metering</b>		OPTIONAL
Percentage of Residential Population Targeted	<input type="text" value="100"/>	% 
<b>Units Required</b>	<b>80</b>	units
<b>Annual Water Savings</b>	<b>8,200</b>	m <sup>3</sup>
<b>Reduction in Total Annual Demand</b>	<b>20.000</b>	%
<b>Cost to Implement</b>	<b>44,800</b>	\$

**Figure B.5 Water Savings Based on Meter Installation**

Total annual reduction due to Residential Action is show in the below figure. This includes the installation and implementation of water meters.

<b>Residential Action Totals</b>		<b>RESULTS</b>
<b>Total Annual Water Savings</b>		<b>8,987 m<sup>3</sup></b>
<b>Reduction in Total Annual Demand</b>		<b>21.920 %</b>
<b>Cost to Implement</b>		<b>45,445 \$</b>

**Figure B.6 Residential Action Totals**

All population targets for indoor retrofits were based on estimating how much of the population have not received the kits already distributed by the RDOS and who may have returned to the original low efficient fixtures.

<b>Indoor Retrofits</b>						<b>OPTIONAL</b> ?
	<i>Population Target %</i>	<i>Units Required</i>	<i>Annual Savings m<sup>3</sup></i>	<i>Demand Reduction %</i>	<i>Cost \$</i>	
Showers	60	97	5,650	13.780	2,231	
Faucets	50	119	2,225	5.426	952	
Laundry	5	4	51	.124	500	
Dishwashers	0	0	0	0.000	0	
Toilet Replacements	16	26	448	1.093	1,612	
<b>Annual Water Savings</b>						<b>8,374 m<sup>3</sup></b>
<b>Reduction in Total Annual Demand</b>						<b>20.425 %</b>
<b>Cost to Implement</b>						<b>5,295 \$</b>

**Figure B.7 Water Savings Based on Indoor Retrofits**

Since a sprinkling bylaw is already in effect during the summer months, this was left out of the calculator.

<b>Outdoor Enhancements</b> <span style="float: right;">OPTIONAL ?</span>					
	Population Target %	Units Required	Annual Savings m <sup>3</sup>	Demand Reduction %	Cost \$
Outdoor Water Kits	<input type="text" value="100"/>	80	3,040	7.415	176
Sprinkling Bylaw	<input type="text" value="0"/>	-	0	0.000	0
Rainbarrel Program	<input type="text" value="50"/>	40	1,729	4.217	1,860
<b>Annual Water Savings</b>					<b>4,769 m<sup>3</sup></b>
<b>Reduction in Total Annual Demand</b>					<b>11.633 %</b>
<b>Cost to Implement</b>					<b>2,036 \$</b>

**Figure B.8 Water Savings Based on Outdoor Enhancements**

<b>Residential Sectors Totals</b> <span style="float: right;">RESULTS</span>	
<b>Total Annual Water Savings</b>	<b>13,143 m<sup>3</sup></b>
<b>Total Reduction in Annual Demand</b>	<b>32.058 %</b>
<b>Total Cost to Implement</b>	<b>7,331 \$</b>

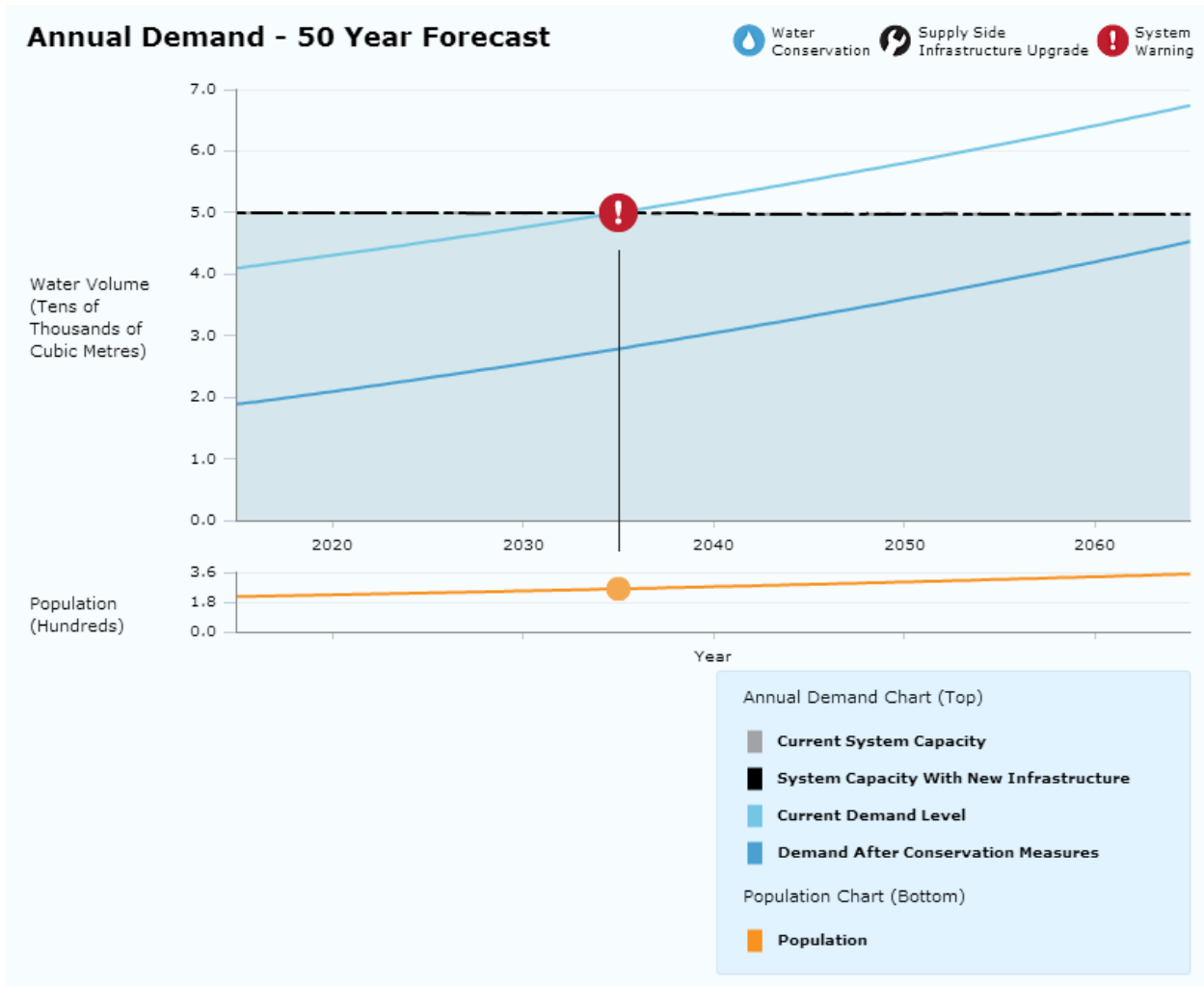
**Figure B.9 Residential Sector Totals**

Grand total residential water savings is shown in the below figure. This does not take into account outdoor landscaping with drought resistant plants. An additional 2% (10.5 L/Person/Day) in annual water savings was included in the report to account for Xeriscaping.

<b>Residential Action &amp; Sectors: Grand Totals</b> <span style="float: right;">RESULTS</span>	
Total Annual Water Savings	22,130 m <sup>3</sup>
Total Reduction in Annual Demand	53 %
Total Cost to Implement	52,776 \$

**Figure B.10 Grand Total Water Savings**

The below graphs compare when the existing aquifer, using the above values and assumptions, will no longer be sufficient to supply water to the Faulder community. With meters and all other conservation measures in place, the demand gets shifted by 48 year.



**Figure B.11 Annual Demand – With Water Meters**

Conversely, if meters are not put into place, the below graph shows the demand shifted 25 years.

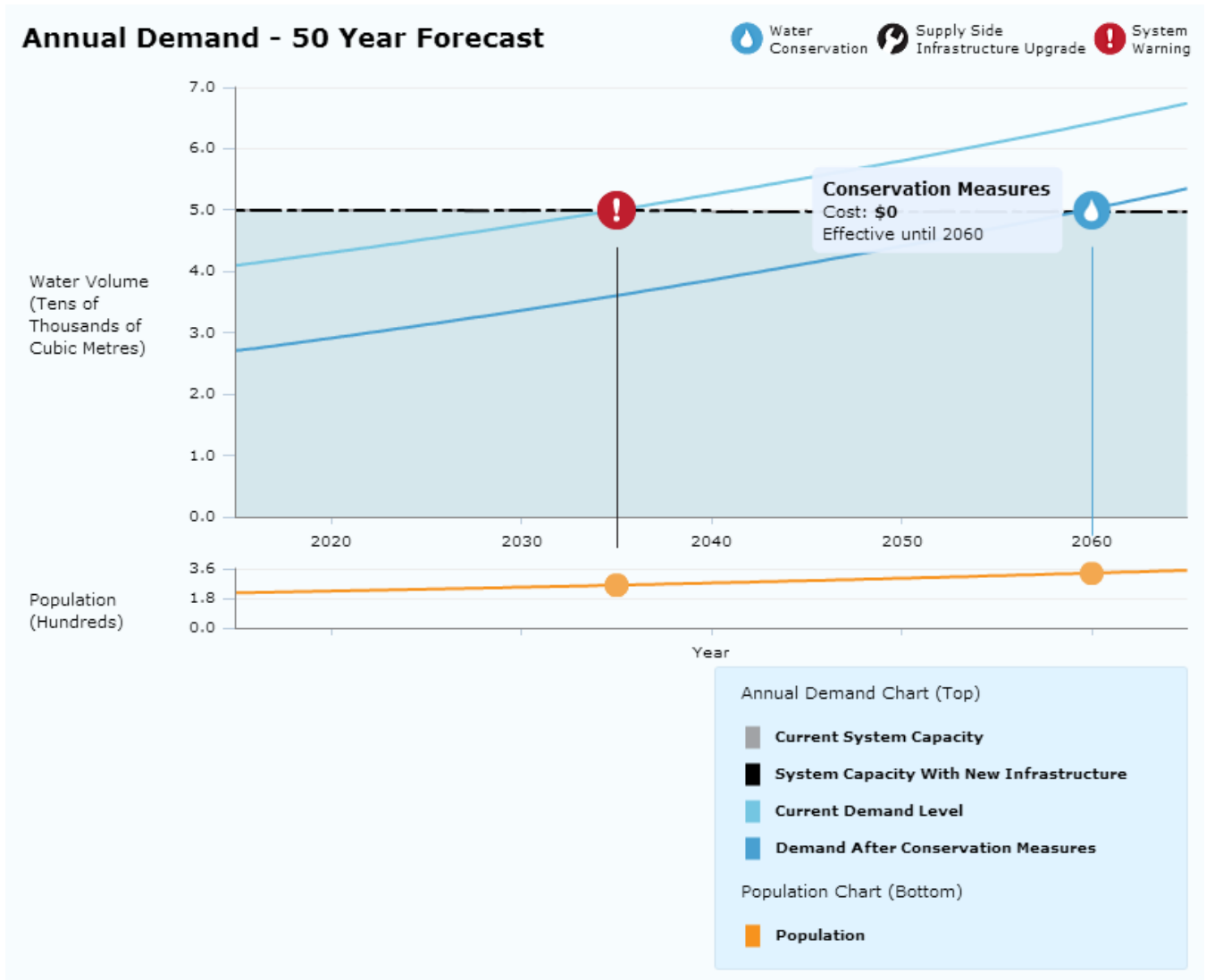


Figure B.12 Annual Demand – Without Meters

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Adoption of the Faulder Water System Well Protection Planning Report

---



### **Administrative Recommendation:**

**THAT the Regional Board of Directors adopt the “Faulder Water System Well Protection Planning Report” as provided at the February 11th, 2016 Environment Services Committee.**

### **Purpose:**

For the Regional District to have a wellhead protection plan in place for the new Faulder well that contains realistic protective measures to manage activities in the capture zone (or recharge area) to reduce the risk of contaminating the well supply.

### **Business Plan Objective:**

Goal 3.3: To develop an environmentally sustainable community  
Objective 3.3.10 By completing the Faulder Water System Upgrade

### **Background:**

The Regional District of Okanagan-Similkameen owns and operates the Faulder water system which supplies domestic water to 79 connections with an estimated population of 215 residents. The water system is supplied from a groundwater well located near the confluence of the east flowing Trout Creek and south flowing Darke Creek within the Meadow Valley Aquifer.

The system has been experiencing challenges with water quality and water supply. Additionally the existing groundwater well is showing signs of deterioration that would require significant rehabilitation work if it was to continue as the supply source.

In 2015 the Regional District worked on upgrading the Faulder Water System. This included installing a new well that satisfied all the requirements for installation of a new water source.

It is important to protect the groundwater source supplying the Faulder Water System from contamination. The best way to protect a community’s well water supply is to implement a well protection plan. A well protection plan contains realistic protective measures to manage activities in the capture zone (or recharge area) to reduce the risk of contaminating the well supply.

### **Analysis:**

Managing for clean, safe drinking water in the Faulder community will require community participation and ongoing awareness of their drinking water source and understanding of how their actions can affect water

quality. A community meeting, along with an informational brochure that will be mailed out to residents, should be implemented to help ensure the successful protection of the Faulder water system drinking supply. Prevention is the most cost effective way to protect water resources. Additional mitigations to help reduce the risk of contamination to the aquifer that can be implemented in the Well Protection Area are listed below:

- Avoid stockpiling materials containing road salt within the Well Protection Area;
- Maintain manure piles away from the recharge zones and outside of the Well Protection Area, or within impermeable containers that can be cleaned or be removed from the area;
- Ensure abandoned wells are decommissioned properly and that any active wells are appropriately sealed to avoid above ground contamination into the well;
- If possible, reduce or eliminate pesticide, insecticide, and herbicide use;
- Incorporate best management practices for fertilizing to minimize the effects of infiltration into subsurface materials;
- Ensure all equipment is fuelled outside of the Well Protection Area, or on a spill pad, and that all hydrocarbon products are stored and sealed in proper containers;
- Maintain all septic fields;
- Develop a Prevention Program for illegal dumping;
- Consider implementing a garbage pick-up system for residents to help deter illegal dumping of garbage;
- Consider implementing the revitalization of Darke Creek and its associated riparian area;
- Where possible, direct storm water drains away from direct recharge areas of the aquifer; and
- Educate community members on the importance of Darke Creek to the recharging of the Meadow Valley aquifer and on the best management practices for the land base that can affect the water quality of the aquifer.

**Alternatives:**

The Board may choose not to endorse the Faulder Water System Well Protection Planning Report as it is written and refer it back to staff.

**Communication Strategy:**

The Faulder Water System Well Protection Planning Report will be presented to the Community at the Faulder Resident Meeting scheduled on February 2<sup>nd</sup>, 2016. The Faulder Water System Well Protection Planning Report will also be submitted to the Ministry of Community, Sport and Cultural Development-Local Government Infrastructure and Finance as a supporting document for the Building Canada Fund Program-Communities Component Grant for the Faulder Water System Improvements Project.

**Respectfully submitted:**

*Candace M. Pilling*

---

C. Pilling, Engineering Technologist



# Faulder Water System Well Protection Planning Report

Presented To:



Dated: February 2016

Ecora File No.: PE-15-150



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## Presented To:

Candace M. Pilling

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Reviewed by:

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## Version Control and Revision History

Version	Date	Prepared By	Reviewed By	Notes/Revisions
0	16/12/2015	Maryssa Soroke	Scott Hawker	For Review
1	13/01/2016	Maryssa Soroke	Scott Hawker	For Review
2	29/01/2016	Maryssa Soroke		

## Executive Summary

Groundwater is a very important drinking water source for many communities in British Columbia. However, groundwater quality can be affected by unregulated activities at the land surface occurring near the water source and the water supplying well. A key component in protecting community water supplies is the development and implementation of a Well Protection Plan. These plans contain practical measures to minimize and prevent impacts from land use activities that could affect the source of water for the community well. It has been shown that preventing contamination of water sources by implementing a Well Protection Plan is one of the most cost effective ways to protect a community well.

As requested by the Regional District of Okanagan-Similkameen (RDOS), this report summarizes the results of a Well Protection Plan for the newly drilled well located within a right of way at 133 Kettle Place in Faulder, BC. This well, part of the Faulder Water System which supplies domestic water to approximately 215 residents (79 connections), is drilled into the semi-confined/confined sand and gravel Meadow Valley Aquifer.

The need for a new well arose when the existing well was found to be deteriorating and unable to meet the demands of the Faulder community. The water system also required upgrades due to the historical challenges experienced with ground water quality. The new well (well plate ID 41800), which replaces the existing well, was drilled to 94.18m (309 ft.) below the drilling pad surface to access the Meadow Valley aquifer, which presently supplies multiple wells drilled in to it from surrounding residences and licences.

The Meadow Valley aquifer (see Figure 3.0) extends approximately 9 km north of the new well, and 5 km south, to the western edge of Summerland. It is situated between sloping bedrock and is overlain by residential and small agricultural farm land use. The northern portion of the aquifer is recharged partially from Darke Creek, which flows southeast from Darke Lake and periodically drains into Trout Creek. It is generally a losing creek (contributes to groundwater) approximately 1 km north of the new well and becomes ephemeral further south of this region.

The Well Protection Plan comprises a Community Planning Team, a calculated Well Protection Area, identifies potential contaminants within the Well Protection Area, and presents mitigation strategies and recommendations. The Community Planning Team includes regional government, public health authorities, and stakeholders, and is intended to implement strategies from this Well Protection Plan and interact and collaborate with the community of Faulder.

The Well Protection Area was identified using predetermined calculations provided in the Ministry of Environment's Well Protection Toolkit and the Ministry of Healthy Living and Sport's Comprehensive Drinking Water Source-to-Tap Assessment Guideline. The new well (WTN 41800) and the Gibbs Well (WTN 83206) were included in this assessment. Calculations were employed to provide a 1, 5, and 10 year management zone. These zones are intended for risk management to help identify how long a spill could take to reach the well. The protection area for WTN 41800 is 108 m in width and extends from the well north into Meadow Valley. The 1 year management zone extends 429 m north from the well, the 5 year extends 2.1 km, and the 10 year management zone extends 4.3 km from the well, ending in Meadow Valley. There is also a 100 m radius priority management zone implemented around the well.

The Gibbs Well protection zone was determined using a calculated fixed radius and totals 380 m. The 1 year management zone is represented by a 120 m radius around the well, the 2 year management zone

by a 269 m radius, and the 10 year management zone by a 380 m radius surrounding the well. The two management areas overlap and comprise a total area of 150 ha.

Identified potential hazards within the Well Protection Area include septic systems, illegal dumping, stockpiling of manure, improper fertilization techniques and use of pesticides, herbicides, and insecticides, linear features such as roads, where transportation spills could occur and the stockpiling of snow containing road salts. Other potential hazards include abandoned wells or wells with no surface seal, contamination of Darke or Trout Creek, and potential presently unidentified contaminants associated with the historic settlement known as Mineola.

The Meadow Valley aquifer is described as having low vulnerability; the new well is somewhat protected by an aquitard in the southern portion of the Meadow Valley aquifer which limits direct recharge from Darke and Trout Creek. Therefore, risk management should provide effective protection for water quality for the Faulder Water System. Ecora provides recommendations related to the prevention of contamination, risk prioritization, public education, high priority designation for management within the 1 year management zones and the 100 m radius around WTN 41800, and the acquisition of additional information on the Meadow Valley aquifer and surrounding area.

## Limitations of Report

The information in this report is intended for the use of the RDOS. Some data was obtained from previous studies and reports commissioned by the RDOS. Limitations of the reports exist and the reader should refer to those reports if they wish to further familiarize themselves with the limitations. Recommendations in this report were provided based on the best information available at the time.

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Where Ecora submits both electronic file and hard copy versions of reports, drawings and other project-related documents, only the signed and/or sealed versions shall be considered final and legally binding. The original signed and/or sealed version archived by Ecora shall be deemed to be the original for the Project. Both electronic file and hard copy versions of Ecora's deliverables shall not, under any circumstances, no matter who owns or uses them, be altered by any party except Ecora.

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- Appendix B Ministry of Environment Aquifer Classification System
- Appendix C Surface Water Licenses for Darke Creek
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## Glossary

**Aquifer:** an underground layer of water-bearing permeable, porous rock, rock fractures, or unconsolidated materials (gravel, sand, or silt) that water flows through and collects into from which groundwater can be extracted using a well. There are three main types of aquifers: confined, semi-confined, and unconfined.

**Aquitard:** compacted layers of clay, silt, or rock that restricts or slows water flow within or between aquifers. They limit the amount of water that can be recharged to the aquifer through surface flow of water into an aquifer.

**Confined aquifer:** an aquifer that is not recharged from surface water sources. Water is contained by overlying and underlying layers that are impermeable or have low permeability and usually consist of clay or rock. Water in these aquifers is under pressure.

**Contaminant:** any physical, chemical, biological substance or matter in water that may be harmful if consumed at certain levels in drinking water.

**Ephemeral stream:** a stream that flows for a portion of the year, being dry for the rest of the year and is primarily fed through precipitation events and snowmelt.

**Hydraulic conductivity:** the rate at which water can move through pore spaces or fractures within an aquifer and is dependent on how much water resides in the aquifer and how porous the materials of the aquifer are.

**Hydraulic gradient:** the slope of the water table in an aquifer, a variable that is calculated by using two points in the water table in an aquifer that refers to the slope of the water table and direction of water flow. The variable is calculated by using the length between the two points and the height difference between the two points (rise over run).

**Low vulnerability:** as stated by the Ministry of Environment Water Protection and Sustainability Branch for aquifer classification systems for ground water management in British Columbia the vulnerability of an aquifer to contamination from surface sources is assessed based on: type, thickness, and extent of geologic materials overlying the aquifer, depth to water (or top of confined aquifers), and the type of aquifer materials. A high, moderate, or low vulnerability can be designated.

**Losing creek:** a creek whose channel bottom sits above the water table, has a permeable creek bed and contributes water to groundwater.

**Meadow Valley aquifer:** aquifer #299, which is located in within the community of Faulder, BC and provides drinking water for the Faulder Water System.

**Mitigation:** the action of reducing harm, loss, or impacts through various measures.

**Recharge:** the process in which surface water moves downward through the ground to the groundwater level and enters an aquifer

**Semi-confined aquifer:** an aquifer that is partially confined by impermeable layers such as clay or rock and may or may not be recharged by surface water flow.



**Unconfined aquifer:** an aquifer which is not confined by impermeable layers, and whose water table in a well drilled into the aquifer is the same as the water table outside the well. Recharge of the aquifer often occurs directly from surface sources in close proximity to and directly above the aquifer.

## 1. Introduction

Groundwater is a very important drinking source for many communities in British Columbia. However, groundwater quality can be affected by unregulated activities at the land surface occurring near the water source and the water supplying well. A key component in protecting community water supplies is the development and implementation of a Well Protection Plan. These plans contain practical measures to minimize and prevent impacts from land use activities to the source of water for the community well. It has been shown that preventing contamination of water sources by implementing a Well Protection Plan is one of the most cost effective ways to protect a community well.

The Regional District of Okanagan-Similkameen (RDOS) retained Ecora Engineering & Resource Group (Ecora) to provide strategic planning services for the protection of the new supply well (drilled July 2015) and existing well, drilled into the Meadow Valley aquifer for the Faulder water system, located in the right of way at 133 Kettle Place, Lot 1, Plan 42524. This aquifer supplies water for the Community Water System in Faulder, BC. This strategic plan is intended to support best practices for protecting water quality within the Meadow Valley aquifer and to raise awareness within the community of residents who use the well or are within the aquifer recharge area and therefore have potential to contaminate the aquifer.

The RDOS has requested support from Ecora through contribution of a technical review of the well and recharge area and Meadow Valley aquifer, and to assess the potential impacts to the aquifer. Ecora has prepared this report which describes the aquifer and the specific well protection area for the new well, identifies potential contaminants that could possibly contaminate the aquifer, discusses engagement strategies to involve the community, and outlines management strategies and recommendations specific to the Meadow Valley aquifer.

### 1.1 Scope of Work

Information to build this plan was referenced from the Ministry of Environment's Well Protection Toolkit ([http://www.env.gov.bc.ca/wsd/plan\\_protect\\_sustain/groundwater/wells/well\\_protection/wellprotect.html](http://www.env.gov.bc.ca/wsd/plan_protect_sustain/groundwater/wells/well_protection/wellprotect.html)) and the Ministry of Healthy Living and Sport's Comprehensive Drinking Water Source-to-Tap Assessment Guideline (<http://www2.gov.bc.ca/gov/content/environment/air-land-water/water/water-quality/drinking-water-quality/resources-for-water-system-operators>). These plans provide a structured approach to identifying and evaluating risks to drinking water and act as a tool to help manage these risks. The scope of this project involves:

1. Defining a Community Planning Team;
2. Identifying the Well Protection Area;
3. Identifying and characterization of the risks of potential contaminants that may threaten water quality in the Meadow Valley aquifer;
4. Identifying management strategies specific to the Meadow Valley aquifer; and
5. Preparing an informational brochure for the community of Faulder.

## 2. Background Information

### 2.1 The Project Area

The project area (Figure 1.0) is located approximately 10.5 km west of Summerland and extends from the northern portion of Meadow Valley, south to Faulder. It is situated within the very dry Ponderosa Pine variant (PPxh1), as described by the provincial Biogeoclimatic Ecosystem Classification (BEC) framework. Topology of the area ranges from flat to undulating. The communities of Meadow Valley and Faulder are located in this region and draw their water sources from two aquifers: a bedrock aquifer, and the overlying Meadow Valley aquifer. These aquifers are surrounded by steep sloping bedrock on each side and are situated within the Darke Creek sub-watershed of the larger Trout Creek watershed (Figure 2.0). Darke Creek (Watershed code 35670547) extends northwest following the valley until it reaches Darke Lake, approximately 14 km upstream (Google Earth, 2010). To the south the stream becomes ephemeral at some point, very rarely draining into Trout Creek. Trout Creek runs east to west south of the Princeton-Summerland Highway and drains into Okanagan Lake. The community is primarily residential with some small scale agriculture/hobby farms to the north of the new well (FW2) as well as a gravel pit at the southern tip of the aquifer. Development has occurred primarily in the lower elevations of the valley; the surrounding area is largely forested.

### 2.2 Faulder Water System

The Faulder Water System, containing an existing pump house, booster station, reservoir and well, was built in 1993 and recently began upgrades in July, 2015. The original well is drilled into Meadow Valley aquifer and supplies drinking water to approximately 215 residents (79 connections) in Faulder. The need for a new well arose when the existing well (FW1) was found to be deteriorating and unable to meet the demands of the Faulder community. The water system also required upgrades due to the historical challenges experienced with ground water quality. The existing uranium content of 0.025 mg/l exceeds the maximum acceptable level of 0.02 mg/l set out by the Canadian Drinking Water Guidelines. To address the water quality issue, a uranium water treatment system was designed, manufactured and is scheduled to be commissioned February, 2016. Water quality overall met Canadian Drinking Water Quality Standards for the new well and was rated “low risk” for containing pathogens.

The new well (well plate ID 41800, Figure 1.0) is located south of the Kettle Valley Railway in a statutory right of way at 133 Kettle Place and replaces the existing well located within the same statutory right of way. The old well may be used in the future for emergency backup supply if required. Given this factor, the same protection measures applied to FW2 shall apply for FW1. The new well was drilled to 309 feet, below the drill pad surface, to access the Meadow Valley aquifer, which presently has multiple uses and multiple wells drilled in to it from surrounding residences and licenses. It is expected that the well and new system will be in full operation by February, 2016.

### 2.3 Meadow Valley Aquifer

The Meadow Valley Aquifer (No. 299, Figure 3.0) extends approximately 9 km to the north of the new well and 5 km to the southeast. Based on records retrieved from the BC Water Resource Atlas ([http://www.env.gov.bc.ca/wsd/data\\_searches/wrbc/](http://www.env.gov.bc.ca/wsd/data_searches/wrbc/)), the 7.8 km<sup>2</sup> aquifer consists mainly of sand and gravel substrates of glacial outwash origin (Golder, 2013). It is rated low for vulnerability (code IIIC), and has moderate productivity (see Appendix B for a description of aquifer vulnerability classification). Based on discussions with a representative from the Ministry of Environment (MOE), it is recommended that the

mapped aquifer boundaries are not assumed to be certain. Therefore, for the purpose of this report it is inferred that the boundaries of the aquifer may extend beyond what is shown in mapped area (Figure 3.0).

Records retrieved from the BC Water Resource Atlas shows that there are 22 wells in the area of the Meadow Valley aquifer, but that only 7 of these are drilled into the Meadow Valley aquifer. However, this cannot be confirmed as they do not firmly state whether they are within the bedrock aquifer below or the Meadow Valley aquifer. An aquifer query [http://www.env.gov.bc.ca/wsd/data\\_searches/wells/index.html](http://www.env.gov.bc.ca/wsd/data_searches/wells/index.html) from the Ministry of Environments Water Well Search Options also has no available information for the Meadow Valley aquifer. Another 10 wells have been drilled in to the northern portion of Meadow Valley west of the aquifer and further up Darke Creek. A water license query ([http://a100.gov.bc.ca/pub/wtrwhse/water\\_licences.input](http://a100.gov.bc.ca/pub/wtrwhse/water_licences.input)) shows that there are 7 surface water licenses for Darke Creek all of which are current and for irrigation purposes (see Appendix C for a description of each). There is a total of 17 points of diversion along Darke Creek, which will have an impact on the recharge of the Meadow Valley Aquifer, and are shown in Table 2-1. The total combined allowable draw is 2,146.7 acre-feet (2,647,911 m<sup>3</sup>) annually. Sewage is disposed of via private septic systems.

Information retrieved from the Golder Associates 2015 report titled 'Drilling, Construction and Testing of New Potable Water Supply Well: Faulder Well 2 – 133 Kettle place Faulder, BC' states the aquifer is unconfined at the north end of Faulder, with Darke Creek partially recharging it (Figure 3.0). There is a thick glacial till aquitard overlying the Faulder Well and surrounding area which limits direct recharge to the well from Trout Creek (Golder, 2013). Based on records from the Water Resource Atlas, the aquifer becomes semi-confined further to the south near Well Tag Number (WTN) 51514 at Fish Lake Road with less permeable materials overlying the semi-confined aquifer. This is inferred to limit direct recharge to the aquifer from Darke and Trout Creeks and provides protection from surface contamination in the southern portion of Faulder where FW2 is located.

Based on previous reports Darke Creek is a losing creek roughly 1 km north from the area of the new well that recharges groundwater in the area (Figure 3.0). The aquifer is unconfined sand and gravel in the northern portion of Meadow Valley, which is believed to be an alluvial fan from Darke Creek. It is believed, based on historical water levels reviewed by Golder (2013) that the aquifer recharges annually between April and August.

It appears groundwater flows from Darke Creek canyon into the Meadow Valley based on groundwater contours that were inspected by Golder. At this point some water disperses to the Acland Spring due to a gradient and the rest flows south towards Faulder until it reaches the intersection with Trout Creek Valley. Here it is believed the flow follows Trout Creek Valley to the southeast. Golder (2013) states that there is a relatively steep groundwater gradient from the north end of Faulder. This is also confirmed in the hydraulic gradient calculations in Appendix A, calculation 2. An estimated hydraulic conductivity value for the Meadow Valley and Trout Creek aquifer system ranges from 0.01 to 0.06 (Golder Associates Ltd; Summit Environmental Consultants, Ltd, 2009).

### 3. Well Protection Plan

This Well Protection Plan is intended to provide the RDOS with a Well Protection Area to manage and protection strategies to be implemented, as stated in section 1.1 Scope of Work. The Regional District could expand upon the information in this report in the future, if warranted. Discussed in the following sections are the development of a Community Planning Team, identification and definition of the Well Protection Area, identification and characterization of the risks of potential contaminants specific to the

Meadow Valley Aquifer, and discussion of management strategies to be implemented to help protect groundwater for Faulder residences.

### 3.1 Community Planning Team

Part of an effective Well Protection Plan is to assemble a team that ensures goals are met and that standards for protecting water are maintained for the specific area. The team will hold meetings with the community to help promote awareness of protecting the Meadow Valley aquifer. The main goal will be to consider all interests from community members within the Well Protection Area and work together to find common goals for protecting groundwater quality. The Community Planning Team for the Faulder Water System will consist of:

- **Candace M. Pilling (Team Leader):** Engineering Technologist - Regional District of Okanagan-Similkameen
- **Rob Birtles:** Interior Health Authority
- **Tristin Wilson:** Interior Health Authority
- **Caleb Pomeroy:** Junior Engineer, EIT, PMP - Ecora Engineering & Resource Group
- **Faulder Water Citizen Group**

In times of need, additional members may be recruited for their help, input, collaboration, or expertise.

Key activities of the planning team for the Faulder Water System will be to keep records and data obtained from implementation of the Well Protection Plan, and store them in one place. They will meet periodically with the community to discuss the Well Protection Plan and to gain community input. An informational brochure prepared by Ecora will be mailed out to help inform the community.

### 3.2 Identification of the Well Protection Area

Identification of the Well Protection Area is important for managing groundwater resources. This area consists of a calculated area based on several hydrogeological variables and is termed the *capture zone*. The capture zone is the area corresponding to the portion of an aquifer that contributes water to the well of interest. A 1, 5, and 10 year *time of travel management zone* within the Well Protection Area is also calculated which helps identify management priorities for contamination. These time of travel zones theoretically imply how long it may take contaminants to reach the well of interest.

Meadow Valley aquifer is complex in the sense that it has multiple water users of both surface water and groundwater and also contains an aquitard. Groundwater level fluctuations within the Meadow Valley aquifer are also large and irregular. Data used for the identification of the Well Protection Area was obtained from multiple sources, including the BC Water Resources Atlas, and previous reports prepared by both Golder and Summit Environmental. To aid in calculating the Well Protection Area a hydraulic conductivity was calculated and an assumed aquifer thickness was referenced from the Golder 2015 report. Additionally, a porosity was not defined for the aquifer so an assumed value of 0.25 as stated within the Well Protection Toolkit for sand and gravel aquifers was used. Ecora reviewed all available sources to define the Well Protection Area. Further investigation would increase the precision of the defined Well Protection area, but given the scope of this report it was determined that extensive field analysis was not feasible and would not necessarily increase the level of protection by implementing the recommendations in this report.

### 3.2.1 WTN 41800 (FW2)

Based on information provided in Step Two of the *Well Protection Toolkit*, it is recommended that aquifers such as ones similar to the Meadow Valley aquifer (sand and gravel with a sloping water table) have their Well Protection Area defined using analytical equations, which are provided in the toolkit. Calculations of how the Well Protection Area was determined are shown in Appendix A. Data for static water levels, date of record, and type of aquifer were obtained from the BC Water Resource Atlas ([http://www.env.gov.bc.ca/wsd/data\\_searches/wrbc/](http://www.env.gov.bc.ca/wsd/data_searches/wrbc/)) and also from the technical report *Faulder Well Aquifer Assessment and Water Supply Options Evaluation* (2013). The 2013 static water levels were referenced from this report to obtain a hydraulic gradient for the aquifer, which is needed to calculate the Well Protection Area. A calculation was chosen at the northern portion of the aquifer after the water gradient drops where the flow divides between Acland Spring and Meadow Valley from WTN 55738 to WTN 51514. Another calculation was chosen halfway down the aquifer at WTN 51510 to WTN 83205, and another one from WTN 45196 to WTN 83205. Refer to Figure 4.0 for a detailed map of the wells and their static water levels (in brackets) used in the calculations. Using ArcMAP 9.3 (ESRI) to calculate distances between wells and the static water levels at each well, an average hydraulic gradient was calculated for the Meadow Valley aquifer, which is 0.017. Additionally, as recommended in Module 2 of the *Comprehensive Drinking Water Source-to-Tap Assessment Guideline*, a 100m radius was implemented around FW2 as a priority management zone.

The width of the Well Protection Area is 108 m total and reaches 17.2 m south of FW2. The 1, 5, and 10 year travel zones were also calculated which was 429 m for the first year travel zone, 2.1 km for the five year travel zone, and 4.3 km for the ten year travel zone. Calculations were rounded up at the end for simplicity. Time of Travel zones are intended for management of contamination. In the event the aquifer is contaminated experts can understand how urgent the issue is and plan accordingly based on how quickly a contaminant may reach the well. The path of the Well Protection Area was derived following inferred ground water lines as shown in Figure 11 in the Golder 2013 report. The figure was georeferenced into ArcMap and the Well Protection Area was drawn at 90 degree angles to infer water flow lines.

### 3.2.2 WTN 83206

The Gibbs Well (Figure 1.0, WTN 83206) was also considered for this assessment given its close proximity to FW2 (roughly 75 m east) and having a pumping rate of 12.6 L/s. A calculated fixed radius was completed to give a 1, 5, and 10 year time of travel management zone and is included in the Well Protection Area (Figure 5.0). This method was chosen given that the well supplies one household and the hydraulic gradient lessens in the area around the well. This radius may be larger than needed, but given the uncertainty and unknowns a conservative approach was adopted. The 1 year radius extends 120 m, the 5 year radius 269 m, and the 10 year radius 380 m.

### 3.2.3 Well Protection Area

Figure 5.0 depicts the total calculated Well Protection Area which includes both Gibbs Well and FW2 with a total area of 183.7 ha. Because of the sloping water table, the Well Protection Toolkit recommends using an analytical equation to derive a capture zone for FW2. This area is parabolic in nature and includes the respective 1, 5, and 10 year time of travel zones as well as the 100 m radius priority management zone as suggested by Module 2 of the *Source-to-Tap Assessment Guide*. The Well Protection Area for FW2 extends north up the middle of the Meadow Valley aquifer to the southern portion of Meadow Valley. The 100 m radius around FW2 includes the Kettle Valley Railway and the properties

at 104,117, 133, 134, 140 Kettle Place Way. The Protection Area for FW2 will also apply to FW1 in the event FW1 is used and there is contamination to be concerned with.

The Gibbs Well management zone overlaps FW2's 100 m radius management zone and 1 year time of travel zone. Approximately 1 km of Trout Creek is contained within the calculated management area. There are a few residential properties to the north of the well and a few cleared lots to the south. Roughly 0.7 km of the Princeton Summerland Highway passes through the 5 and 10 year Gibbs Well management zone. However, it is not located within the 1 year management zone.

### 3.3 Potential Contaminants

It is well understood that high uranium levels in the groundwater is a problem in the Faulder area. It is believed to come from intrusive rock types that are present in the area (Golder, 2013, as stated by BC Ministry of Energy, Mines and Petroleum Resources, 1980). At this time, measures have been taken to reduce the levels below the maximum concentration of 0.02 mg/l as established by the Canadian federal drinking water quality guideline.

A historic settlement known as Mineola (Figure 2.0), established in 1916, also exists in the area that was situated north of the inferred recharge zone of northern Faulder and extends to the southern-most portion of the Meadow Valley. According to Golder (2013), this settlement included farming activities and supported a large sawmill which closed in 1923. There is also anecdotal evidence that a well was present during the settlement.

Golder (2015) also confirmed there is a septic tank with no field that is located approximately 42 m side gradient from the well and the closest up-gradient septic field is 90 m away.

Given that Faulder and the surrounding area is a small community with minimal development or industrial activity, the main risks that have potential to contaminate the aquifer are related primarily to the residences and agricultural/hobby farms. These sources include:

- Point Sources
  - Abandoned wells or wells with no surface seal
- Non-point sources
  - Derelict/abandoned vehicles
  - Pesticides
  - Fertilizer
  - Stockpiling of animal manure
  - Septic tanks
  - Dumping of harmful chemicals down the drain
  - Illegal Dumping
- Linear Sources
  - Highway 40
  - Fish Lake Road
  - Kettle Valley Railway (KVR)

- Hydrological Factors

- High water table at some points (based on well drilling records from the BC Water Resource Atlas)
- Darke and Trout Creek

Of concern is the derelict or abandoned vehicles on properties located directly over the aquifer and within both recharge areas that are thought to occur. These vehicles have the potential to leak fuels, oils or chemicals which could contaminate the aquifer.

The most visually notable features in the area include the small scale farms in Meadow Valley that are situated directly over the aquifer (and also within both recharge areas that are thought to occur in the northern portion of Meadow Valley and the northern portion of the Faulder community). These features and their associated activities can potentially contribute to fertilizer/pesticide and manure contamination.

There is potential for contamination if either Darke or Trout creeks are contaminated by upstream sources which could include contamination from local properties or contamination related to Fish Lake Road. Upstream of Meadow Valley, there is little development around Darke Creek except some residential properties. Given the low population density of the area and the small scale of agricultural/hobby farm practices, it is believed these threats are minor in nature and can be managed accordingly. A transportation spill or contamination into the creeks is seen as a moderate to high threat, albeit more unlikely. There is also potential for contamination that may have occurred in relation to activities associated with or decommissioning of the KVR such as accidental spills, transportation accidents, or burial of decommissioned equipment. Presently, the KVR still possess a risk in relation to recreational activities with motorized vehicles. In our opinion, the risks are low and can be properly managed through effective planning and monitoring. However, a more thorough review of the history of the area and all previous activities could be undertaken if desired to fully understand if there are any undocumented risks, previous spills, or unknown underground tanks in the area.

### 3.4 Risk Analysis of Potential Contaminants

Part of identifying risks to water quality is to assign them a qualitative value (low, medium, high, very high) based on the likelihood of occurrence and the magnitude of impact if the aquifer is affected. Table 7-1 and Table 7-2 within Module 7 of the *Source-to-Tap Assessment Guideline* outline how risks can be quantified using descriptors for both likelihood and impact, as shown in Tables 3.1 and 3.2 below.



**Table 3.1 Qualitative Measures of Likelihood**

<b>Level</b>	<b>Descriptor</b>	<b>Description</b>	<b>Probability of Occurrence in Next 10 Years</b>
A	Almost certain	Is expected to occur in most circumstances	>90%
B	Likely	Will probably occur in most circumstances	71-90%
C	Possible	Will probably occur at some time	31-70%
D	Unlikely	Could occur at some time	10-30%
E	Rare	May only occur in exceptional circumstances	<10%

**Table 3.2 Qualitative Measures of Magnitude of Impact**

<b>Level</b>	<b>Descriptor</b>	<b>Description</b>
1	Insignificant	Insignificant impact, no illness, little disruption to normal operation, little or no increase in normal operating costs
2	Minor	Minor impact for small population, mild illness moderately likely, some manageable operation disruption, small increase in operating costs
3	Moderate	Minor impact for large population, mild to moderate illness probable, significant modification to normal operation but manageable, operating costs increase, increased monitoring
4	Major	Major impact for small population, severe illness probable, systems significantly compromised and abnormal operation if at all, high-level monitoring required
5	Catastrophic	Major impact for large population, severe illness probable, complete failure of systems

Table 7-3 within the module shows when the likelihood and impact are combined how a value is assigned to a risk, as shown in Table 3.3 below.

**Table 3.3 Qualitative Risk Analysis Matrix**

Likelihood	Consequences				
	1 Insignificant	2 Minor	3 Moderate	4 Major	5 Catastrophic
A (almost certain)	Moderate	High	Very High	Very High	Very High
B (likely)	Moderate	High	High	Very High	Very High
C (possible)	Low	Moderate	High	Very High	Very High
D (unlikely)	Low	Low	Moderate	High	Very High
E (rare)	Low	Low	Moderate	High	High

As part of the community engagement, a questionnaire to help identify the risk of potential contaminants (Appendix D) will be given to those who attended the community meeting on February 2. This will be done to help identify risks that may be more prominent in the area surrounding Meadow Valley aquifer that non-residents may not be aware of. A summary of the outcome and a risk analysis of the questionnaires, including Ecora’s own analysis of the risks if different from the community questionnaires, will be developed and added to this report as an appendix once available.

#### 4. Mitigation Measures

Managing for clean, safe drinking water in the Faulder community will require community participation and ongoing awareness of their drinking water source and understanding of how their actions can affect water quality. A Community meeting, along with a brochure (Appendix E) that will be mailed out to residents, are to be implemented by the Community Planning Team to help ensure the successful protection of the Faulder water system drinking supply. Prevention is the most cost effective way to protect water resources. Additional mitigations to help reduce the risk of contamination to the aquifer that can be implemented in the Well Protection Area are listed below.

- Removal and proper disposal of the derelict or abandoned vehicles. Avoid having vehicles that are no longer in use disposed of on land within the aquifer recharge area.
- If residents see any vehicles in the area they suspect are derelict or abandoned then they submit a written complaint with the RDOS Bylaw Enforcement Officer.
- Avoid stockpiling materials containing road salt within the Well Protection Area;
- Maintain manure piles away from the recharge zones and outside of the Well Protection Area, or within impermeable containers that can be removed or cleaned away from the area;
- Ensure abandoned wells are decommissioned properly and that any active wells are appropriately sealed to avoid above ground contamination into the well;
- If possible, reduce or eliminate pesticide, insecticide, and herbicide use;

- Incorporate best management practices for fertilizing to minimize the effects of infiltration into subsurface materials;
- Ensure all equipment is fuelled outside of the Well Protection Area, or on a spill pad, and that all hydrocarbon products are stored and sealed in proper containers;
- Maintain all septic fields by limiting the amount of water that goes into them (low flow toilets/showers/washing machines, spreading out washing days), using septic safe materials that will not kill the bacteria in the system (environmentally safe soaps, septic safe toilet paper), not putting chemicals or products down the drain that will impede function (diapers, feminine products, household cleaners, bleach, food waste), keeping trees clear of the septic field area, and having the system pumped and inspected every 1-5 years depending on the number of people in the house;
- Develop a Prevention Program for illegal dumping that involves the community and local authorities and includes education on reporting and clean up procedures;
- Consider implementing a garbage pick-up system for residents to help deter illegal dumping of garbage;
- Where possible, direct storm water drains away from direct recharge areas of the aquifer;
- Educate community members and upstream users on the importance of Darke Creek to the recharging of the Meadow Valley aquifer and on the best management practices for the landbase that can affect the water quality of the aquifer; and
- Consider implementing the revitalization of Darke Creek and its associated riparian area.

#### 4.1 Community Meeting

A community meeting will be held on February 2, 2016 at 7:00 pm in the Old Summerland Library Basement in Summerland that will invite those in the community who are affected by the Meadow Valley aquifer to share and discuss concerns related to water quality, and discuss ways in which the aquifer can be protected to ensure clean water for the future. Key points that will be discussed include:

- The properties of the Meadow Valley aquifer and who has the potential to affect it;
- Most prominent concerns in the Meadow valley aquifer area that may affect water quality;
- Actions that residents can take if they discover a threat to water quality;
- How residents own actions can affect water quality;
- A questionnaire for residents to complete related to the risk of contaminants in the area; and
- An informational brochure that will be handed out to attendees that highlights additional mitigation strategies and describes the Meadow Valley aquifer.

Community members will be invited through a one-page addressed mail-out letter and a notification posted on the Faulder Community Board and the RDOS website.

## 5. Recommendations

Based on the information provided, the recommendations below will be beneficial for the RDOS to implement:

- Ensure a higher management priority is applied to the recharge area in north Faulder, in addition to the Well Protection Area, to ensure any contamination can be identified early;
- Higher priority for management strategies be given to the areas located within the 1 year time of travel zones and the 100 m radius around FW2;
- Further investigation in the area surrounding the historic settlement of Mineola, if not already, to ensure there are no unidentified potential contaminants associated with that area;
- A more thorough review of land use on properties within the Well Protection Area should be documented so specific mitigation measures can be applied;
- Further investigation into whether FW1 has a surface seal or not be conducted, and if one is not present that it be installed;
- Removal and proper disposal of the derelict or abandoned vehicles.
- Gibbs well have a surface seal installed;
- Further investigation into potential contamination through a BC Site Registry Database search should be conducted for the Faulder area along with a historical airphoto review;
- Regular groundwater quality assessments to assess nutrients and microbial parameters in the water should be conducted;
- Signage be posted within the areas of Faulder and Meadow Valley indicating when citizens are within the Well Protection Area to raise awareness of groundwater protection;
- Construct fencing around FW1 to protect the immediate area of the well and aquifer from potential contaminants;
- A contingency plan be developed for transportation spills; and
- The Community Planning Team, upon the completion of B.C.'s new Water Sustainability Act, meet with property owners who could affect the Meadow Valley Aquifer to determine and implement methods of protecting the aquifer.

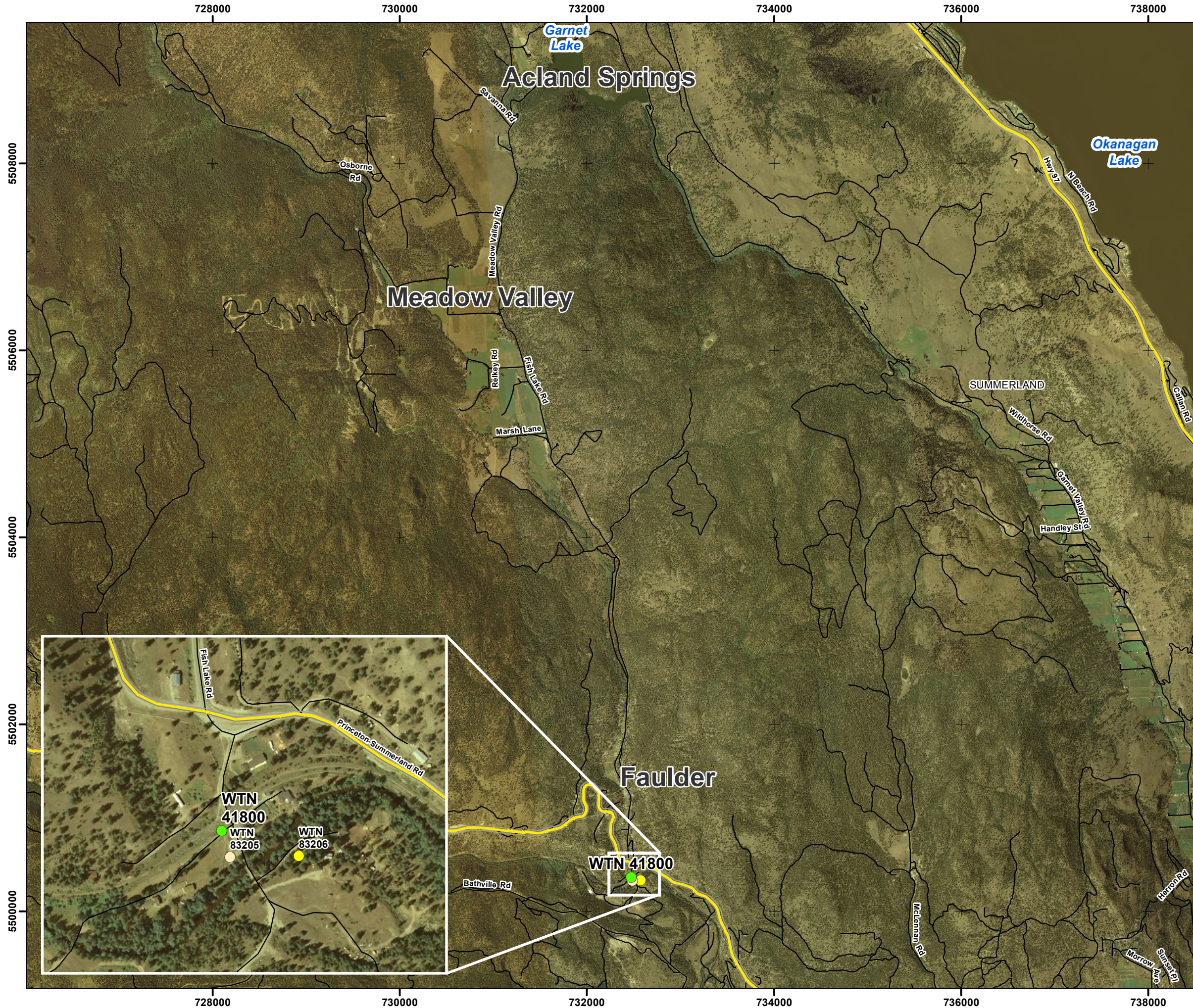
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# Figures

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- Figure 1.0 Project Location
- Figure 2.0 Hydrological Features
- Figure 3.0 Meadow Valley Aquifer
- Figure 4.0 Hydraulic Gradient Calculations
- Figure 5.0 Well Protection Area



## PROJECT LOCATION

Regional District of Okanagan-Similkameen

### WELL PROTECTION PLANNING REPORT FAULDER WATER SYSTEM 133 KETTLE PLACE SUMMERLAND, BC

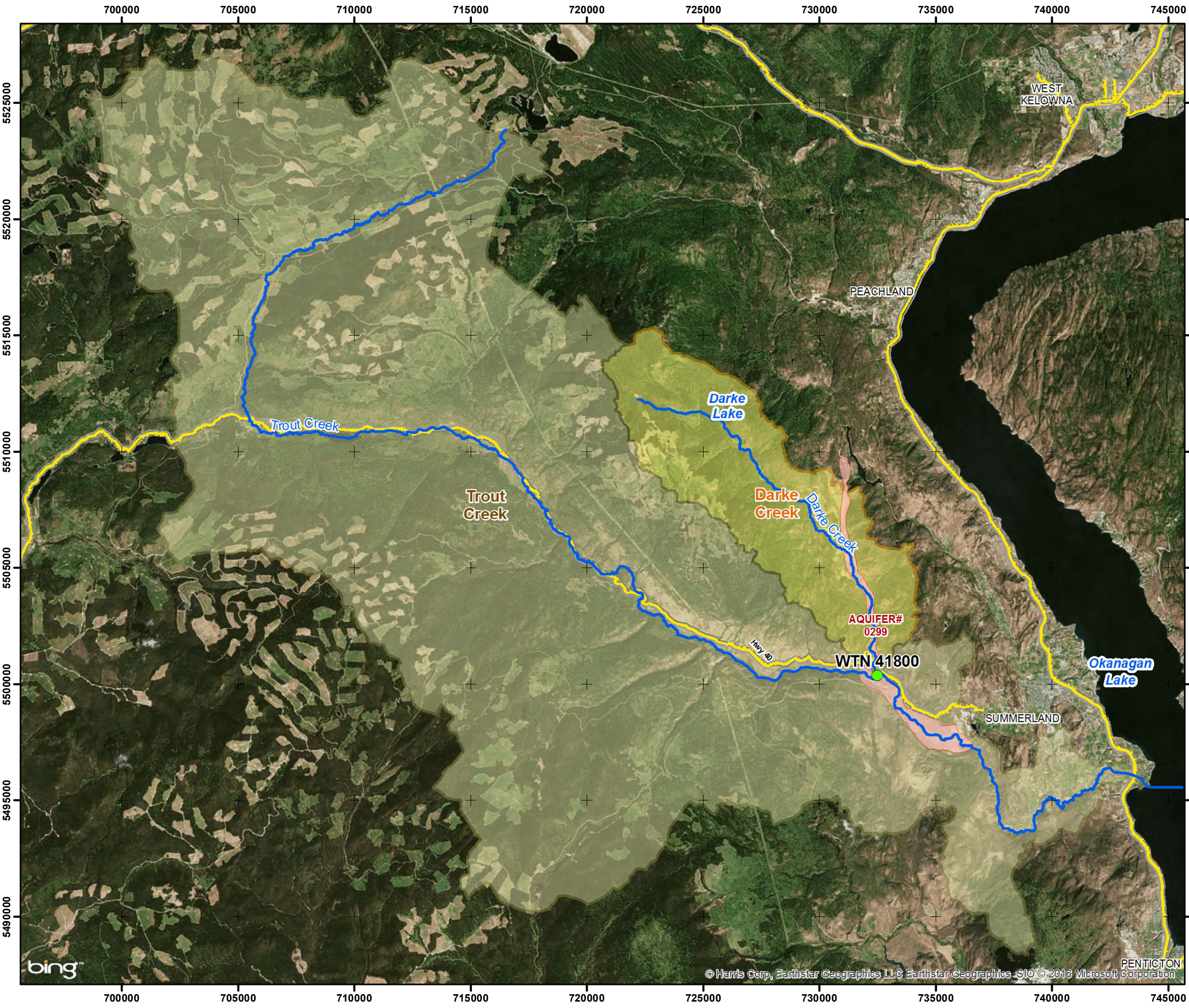
**Legend**

- New Well Site 41800
- Well Site 83206 (Gibbs Well)
- Well Site 83205 (Faulder Water System Back Up Well)
- Roads
- Highways

Project No.	PE-15-150-RDO
Projection:	UTM Zone 11N Datum: NAD83
Scale: 1:40,000	

Paper Size:	11 x 17	DWN	CHK
Date:	11 Jan 2016	NLH	MS

## Figure 1.0



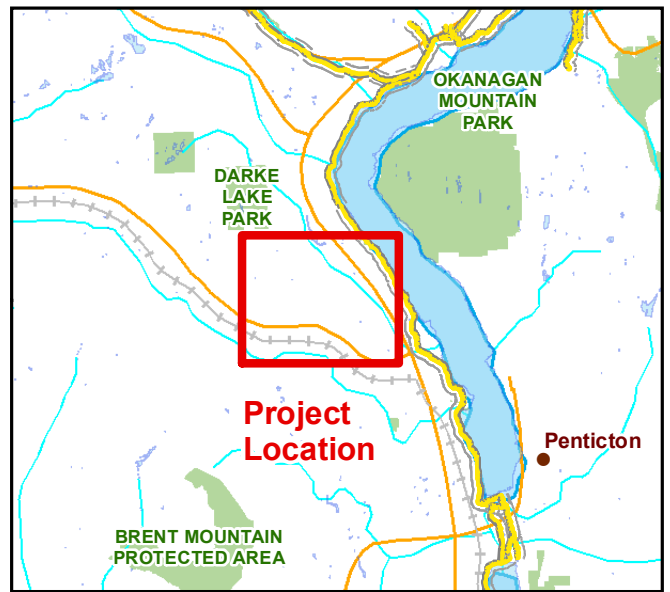
# HYDROLOGICAL FEATURES

Regional District of Okanagan-Similkameen

**WELL PROTECTION PLANNING REPORT  
FAULDER WATER SYSTEM  
133 KETTLE PLACE  
SUMMERLAND, BC**

## Legend

- New Well Site 41800
- Darke Creek Watershed
- Trout Creek Watershed
- MoE Aquifer 299
- Streams of Interest
- Highways

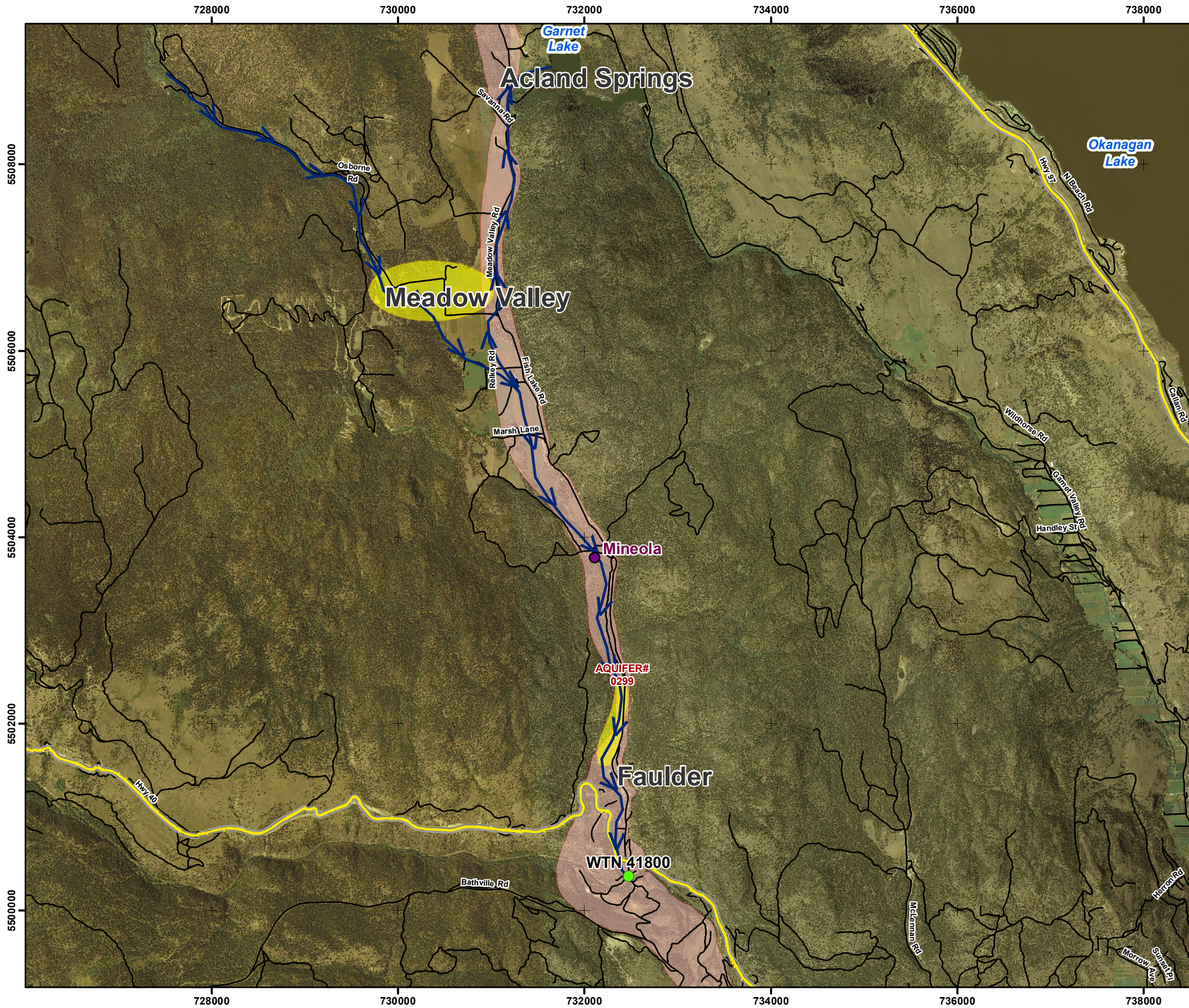


Project No.	PE-15-150-RDO
Projection:	UTM Zone 11N Datum: NAD83
Scale: 1:160,000	
Paper Size:	11 x 17
Date:	29 Jan 2016
DWN	CHK
NLH	MS



**Figure 2.0**





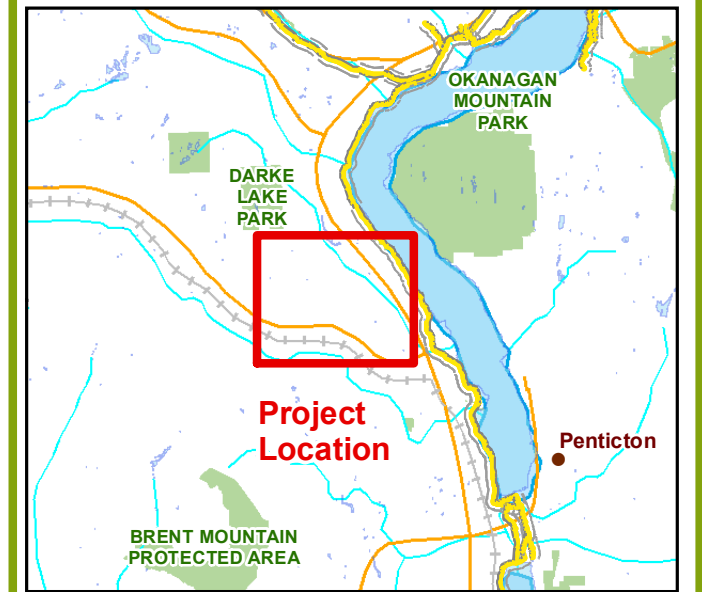
# MOE Aquifer 299

Regional District of Okanagan-Similkameen

## WELL PROTECTION PLANNING REPORT FAULDER WATER SYSTEM 133 KETTLE PLACE SUMMERLAND, BC

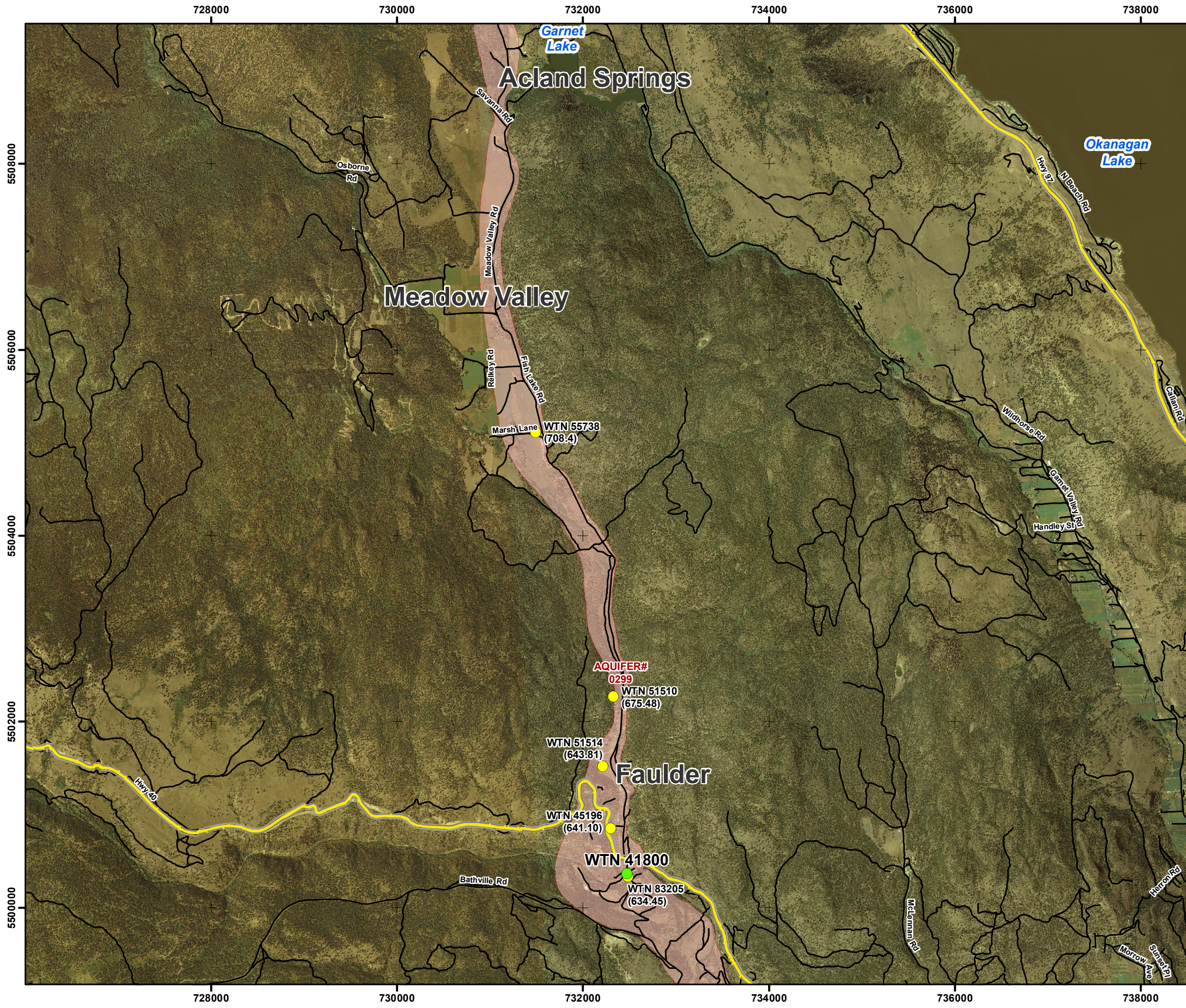
**Legend**

- New Well Site 41800
- Area of Mineola
- Estimated Recharge Zones
- MoE Aquifer 299
- ➔ Flow Direction
- Streams
- Roads
- Highways



Project No.	PE-15-150-RDO		
Projection:	UTM Zone 11N Datum: NAD83		
Scale: 1:40,000			
Paper Size:	11 x 17	DWN	CHK
Date:	29 Jan 2016	NLH	MS

**Figure 3.0**



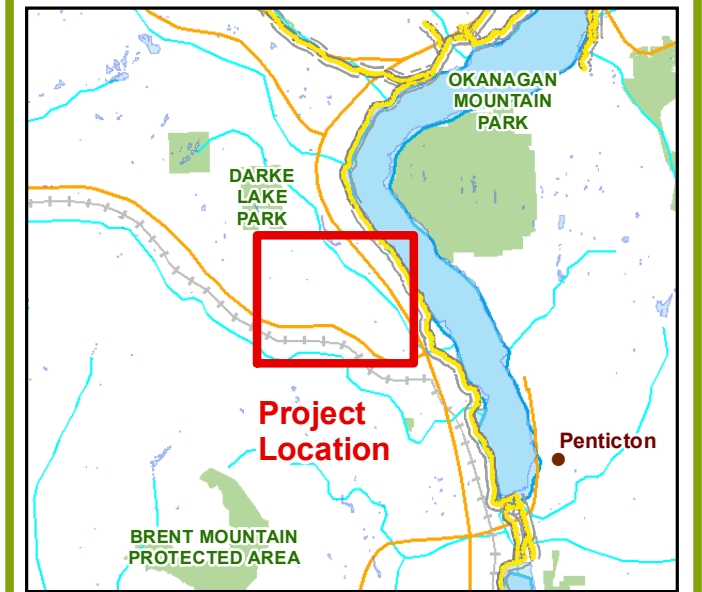
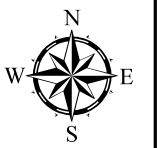
# HYDRAULIC GRADIENT CALCULATIONS

Regional District of Okanagan-Similkameen

**WELL PROTECTION PLANNING REPORT  
FAULDER WATER SYSTEM  
133 KETTLE PLACE  
SUMMERLAND, BC**

## Legend

- New Well Site 41800
- Other Well Sites
- MoE Aquifer 299
- Roads
- Highways



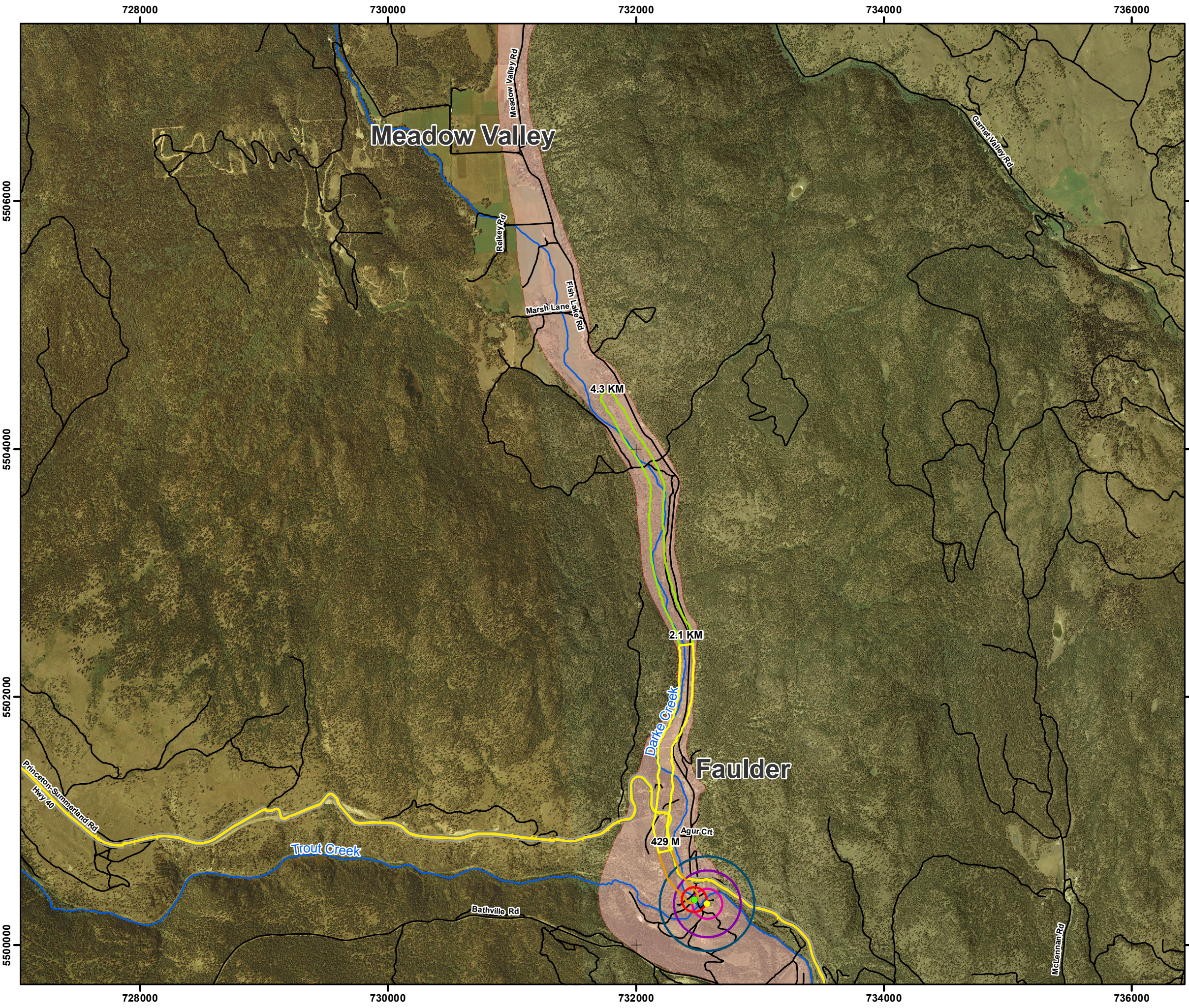
Project No. PE-15-150-RDO  
 Projection: UTM Zone 11N Datum: NAD83  
 Scale: 1:40,000

Paper Size: 11 x 17  
 Date: 29 Jan 2016

DWN	CHK
NLH	MS



**Figure 4.0**



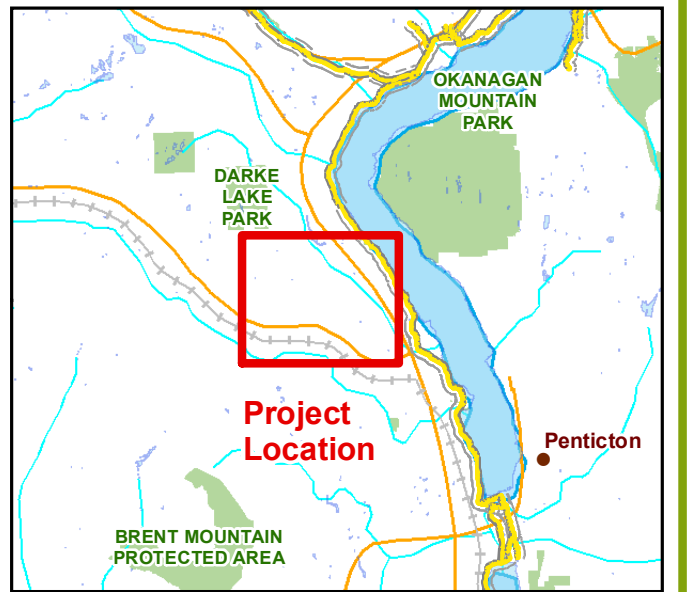
# WELL PROTECTION AREA

Regional District of Okanagan-Similkameen

## WELL PROTECTION PLANNING REPORT FAULDER WATER SYSTEM 133 KETTLE PLACE SUMMERLAND, BC

**Legend**

<b>Protection Area &amp; Time of Travel Areas</b>	● Well Site 41800
Well 41800	● Well Site 83206
□ Year 1, 100m Priority Management Area	□ MoE Aquifer 299
□ Year 1, Protection Area	— Streams of Interest
□ Year 5, Protection Area	— Roads
□ Year 10, Protection Area	— Highways
Well 83206	
□ Year 1, 120m Protection Area	
□ Year 5, 269m Protection Area	
□ Year 10, 380m Protection Area	



<b>Project No.</b>	PE-15-150-RDO	
<b>Projection:</b>	UTM Zone 11N Datum: NAD83	
Scale: 1:30,000		<b>Figure 5.0</b>
<b>Paper Size:</b>	11 x 17	<b>DWN</b> <b>CHK</b>
<b>Date:</b>	29 Jan 2016	<b>NLH</b> <b>MS</b>

# Appendix A

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## Calculations for the Well Protection Area

## Capture Zone Calculations for WTN 41800

The transmissivity of the Meadow valley Aquifer as determined by Golder (2015) is 500 m<sup>2</sup>/day. For the purpose of these calculations, that is 0.005787m<sup>2</sup>/s and a constant pumping rate of 10.1 L/s is used. As suggested by the Well Protection Toolkit – Step Two the analytical equation used to determine the well capture zone is shown below:

$$Y = \frac{Q}{2000 T i}$$

Y = half the width of the capture zone (m)

X = distance to capture zone boundary down-gradient of the pumping well (m)

Q = pumping rate (L/s)

T = transmissivity (m<sup>2</sup>/s)

i = hydraulic gradient

Conversion factor of feet to meters: 3.28

π = 3.14

### Calculation 1:

WTN	Static Water Level (m)
55738	708.74
51514	643.81
<b>Distance between wells:</b>	3666.77 m

Hydraulic Gradient Calculation:

$$\Delta h/L = \frac{708.74 - 643.81}{3666.77} \quad i = 0.018$$

Width of Well Protection Area

$$Y = \frac{10.1 \text{ L/s}}{2000 (0.005787 \frac{\text{m}^2}{\text{s}})(0.018)} \quad 2Y = 97 \text{ m}$$

Distance to Capture Zone Boundary

$$X = \frac{48.5}{\pi} \quad X = 15.4 \text{ m}$$

### Calculation 2:

WTN	Static Water Level
51510	675.48
83205	634.46
<b>Distance between wells:</b>	1927.15 m

Hydraulic Gradient Calculation:

$$\Delta h/L = \frac{675.48 - 634.46}{1927.15} \quad i = 0.021$$

Width of Well Protection Area

$$Y = \frac{10.1 \text{ L/s}}{2000 (0.005787 \frac{\text{m}^2}{\text{s}})(0.021)} \quad 2Y = 83 \text{ m}$$

Distance to Capture Zone Boundary

$$X = \frac{41.5}{\pi} \quad X = 13.2 \text{ m}$$

**Calculation 3:**

WTN	Static Water Level
45196	641.10
83205	634.46
<b>Distance between wells:</b>	548.69 m

Hydraulic Gradient Calculation:

$$\Delta h/L = \frac{641.10 - 634.46}{548.69 \text{ m}} \quad i = 0.012$$

Width of Well Protection Area

$$Y = \frac{10.1 \text{ L/s}}{2000 (0.005787 \frac{\text{m}^2}{\text{s}})(0.012)} \quad 2Y = 145 \text{ m}$$

Distance to Capture Zone Boundary

$$X = \frac{72.5}{\pi} \quad X = 23.1 \text{ m}$$

**Average of Calculations:**

2Y = 108 m

X = 17.2

i = 0.017

## One, Five, and Ten Year Time of Travel Boundaries for Meadow Valley Aquifer

To calculate the time travel zones for potential contaminants within the aquifer the equation below is used. Hydraulic conductivity for the Meadow Valley aquifer was calculated by Golder (2015) to be  $2 \times 10^4$  m/s. This is equivalent to 6037.3 m/y.

$$d_{TOT} = \frac{tKi}{n}$$

t = specified time of travel (years)

K = hydraulic conductivity of aquifer (m/y) (assumed aquifer thickness of 35 m for Meadow Valley aquifer)

I = hydraulic gradient (average of 3 calculated i = 0.017)

n = porosity of aquifer (assumed porosity of 0.25 as stated in the Well Protection Toolkit for sand and gravel aquifers)

### 1 Year Capture Zone:

$$d_{TOT} = \frac{1 \left( \frac{6307.2m}{y} \right) (0.017)}{0.25} = 428.89 \text{ m}$$

### 5 year Capture Zone:

$$d_{TOT} = \frac{5 \left( \frac{6307.2m}{y} \right) (0.017)}{0.25} = 2144.45 \text{ m}$$

### 10 Year Capture Zone:

$$d_{TOT} = \frac{10 \left( \frac{6307.2m}{y} \right) (0.017)}{0.25} = 4288.90 \text{ m}$$

### Gibbs Well Capture Zone

The calculation used to calculate a fixed radius around a well is:

$$r = \sqrt{\frac{10038Qt}{nb}}$$

r = calculated radius around the pumping well (m)

Q = pumping rate (L/s)

t = time of travel to the well (usually in 1, 5, and 10 year periods)

n = aquifer porosity (assumed to be 0.25 for this aquifer)

b = aquifer thickness

### 1 Year Capture Zone

$$r = \sqrt{\frac{10038 \left( \frac{12.6 L}{s} \right)^1}{(0.25)(35m)}} = 120 \text{ m}$$

### 5 Year Capture Zone

$$r = \sqrt{\frac{10038 \left( \frac{12.6 L}{s} \right)^5}{(0.25)(35m)}} = 269 \text{ m}$$

### 10 Year Capture Zone

$$r = \sqrt{\frac{10038 \left( \frac{12.6 L}{s} \right)^{10}}{(0.25)(35m)}} = 380 \text{ m}$$



# Appendix B

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## Ministry of Environment Aquifer Classification System

# Ministry of Environment Aquifer Classification System

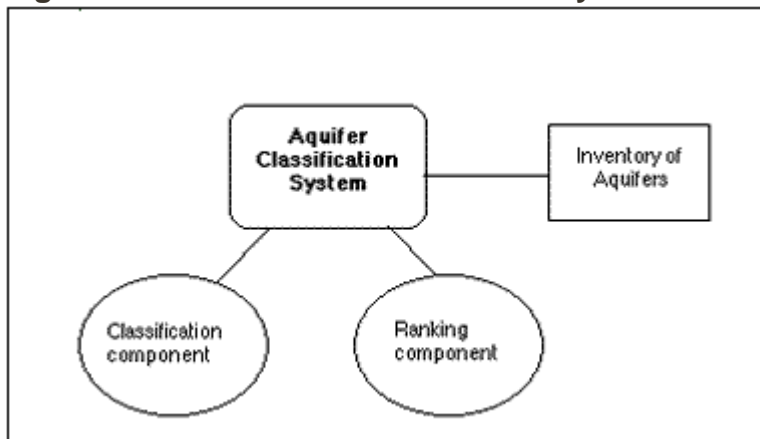
## Classification System

The aquifer classification system has two components:

1. a *classification* component to categorize aquifers based on their current level of development, (use) and vulnerability to contamination, and
2. a ranking component to indicate the relative importance of an aquifer.

The application of the classification system on a province-wide basis would provide a comprehensive inventory of aquifers (Figure 1). Classification and ranking values are determined for aquifers as a whole, and not for parts of aquifers.

**Figure 1. Structure of Classification System**



## Classification Component

The classification component categorizes aquifers according to level of development and vulnerability to contamination: Level of Development and Vulnerability subclasses are designated. The composite of these two subclasses is the Aquifer Class (Table 1).

*Development subclass:* the level of development of an aquifer is determined by assessing demand versus the aquifer's yield or productivity. A high (I), moderate (II), or low (III) level of development can be designated.

*Vulnerability subclass:* the vulnerability of an aquifer to contamination from surface sources is assessed based on: type, thickness and extent of geologic materials overlying the aquifer, depth to water (or top of confined aquifers), and the type of aquifer materials. A high (A), moderate (B), or low (C) vulnerability can be designated. *Aquifer Class:* the combination of the three development and three vulnerability subclasses results in nine aquifer classes (Table 1). For example, a class IA aquifer would be heavily developed with high vulnerability to contamination, while a IIIC would be lightly developed with low vulnerability.

**Table 1. Classification Component**

**Development Sub-class**

<b>I</b>	<b>II</b>	<b>III</b>
Heavy (demand is high relative to productivity)	Moderate (demand is moderate relative to productivity)	Light (demand is low relative to productivity)

**Vulnerability Sub-class**

<b>A</b>	<b>B</b>	<b>C</b>
High (highly vulnerable to contamination from surface sources)	Moderate (moderately vulnerable to contamination from surface sources)	Low (not very vulnerable to contamination from surface sources)

**Aquifer Class**

	<b>I</b>	<b>II</b>	<b>III</b>
<b>A</b>	<b>IA</b> -heavily developed, high vulnerability aquifer	<b>IIA</b> -moderately developed, high vulnerability aquifer	<b>IIIA</b> -lightly developed, high vulnerability aquifer
<b>B</b>	<b>IB</b> -heavily developed, moderate vulnerability aquifer	<b>IIB</b> -moderately developed, moderate vulnerability aquifer	<b>IIIB</b> -lightly developed, moderate vulnerability aquifer
<b>C</b>	<b>IC</b> -heavily developed, low vulnerability aquifer	<b>IIC</b> -moderately developed, low vulnerability aquifer	<b>IIIC</b> -lightly developed, low vulnerability aquifer

### Ranking Component

A numerical measure of an aquifer's priority is provided by the aquifer's ranking value. The ranking value is determined by summing the point values for each of the following hydrogeologic and water use criteria: productivity, size, vulnerability, demand, type of use, quality concerns (that have health risk implications), and quantity concerns. (Table 2). All criteria have arbitrarily been assigned equal weight. Values range from a minimum of "1" to a maximum of "3", except for quality and quantity concerns which are assigned a minimum of "0" if concerns are not evident. Possible ranking scores range from a low of 5 to a high of 21; the higher the ranking score, the greater the aquifer's priority.

**Table 2. Ranking Component**

Criteria	Point Value			Rationale
	1	2	3	
<b>Productivity</b>	low	moderate	high	abundance of the resource
<b>Vulnerability</b>	low	moderate	high	potential for water quality degradation
<b>Size</b>	<5 km <sup>2</sup>	5 - 25 km <sup>2</sup>	>25 km <sup>2</sup>	regionality of the resource
<b>Demand</b>	low	moderate	high	level of reliance on the resource for supply
<b>Type of Use</b>	non-drinking water	drinking water	multiple/drinking water	variability/diversity of the resource for supply
<b>Quality concerns</b>	isolated	local	regional	actual concerns
<b>Quantity concerns</b>	isolated	local	regional	actual concerns

The classification system is map-based with aquifers delineated at a scale of 1:50,000 (the classification system is only being applied in areas with well location mapping). An inventory database containing the attributes of each aquifer is built as aquifers are identified and classified. The maps and database can be readily incorporated into a geographical information system (GIS). Operationally, the system is office-derived using existing and readily available data sources. These include well records provided by well drillers (approximately 70,000 available across the province), published geologic mapping, and Ministry and consultants reports. Data availability and reliability constrain how technically rigorous the assessments can be (e.g.. while transmissivity values provide the basis for assessing aquifer productivity, these values are rarely available; productivity can alternatively be assessed using typical well yields, type of well use, aquifer materials and other indicators.) The data limitations are important to note as class designations strive for reasonable assessments based on the available data, not rigorous determinations. Given the broader management objectives of the system and the operational and data constraints, this approach is both acceptable and appropriate. It is acknowledged that the classification and ranking value of an aquifer is time dependent and could change with updated information.

# Appendix C

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## Surface Water Licenses for Darke Creek

Licence No	WR Map/ Point Code	Purpose	Quantity	Units	Qty	Rediv	Licensee	Water District/Precinct	Licence Status	Process Status	Priority Date	Issue Date
	Flag				Flag							
C029859	1603 A (PD54603)	Irrigation	614889.78	MY		Y	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19631127	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 L (PD54602)	Irrigation	614890.78	MY		Y	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19631127	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 M (PD54604)	Irrigation	614891.78	MY		Y	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19631127	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 N (PD54605)	Irrigation	614892.78	MY		Y	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19631127	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 P (PD54606)	Irrigation	614893.78	MY		Y	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19631127	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 Q (PD54608)	Irrigation	614894.78	MY		Y	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19631127	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 U (PD54601)	Irrigation	614895.78	MY		Y	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19631127	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
C064260	1603 A (PD54603)	Irrigation Local Auth	267665.16	MY	M	N	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19520319	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 N (PD54605)	Irrigation Local Auth	267665.16	MY	M	N	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19520319	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 U (PD54601)	Irrigation Local Auth	267665.16	MY	M	N	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19520319	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
C130338	1603 S (PD54609)	Irrigation	30837	MY	T	N	BROUWERS TANYA ANN & DEARDEN BRADLY THO	PEN - SUMMERLAND	Current	N/A	19520319	20130719
							464 FISH LAKE ROAD SUMMERLAND BC V0H1Z8					
C130353	1603 S (PD54609)	Irrigation	30837	MY	T	N	BROUWERS TANYA ANN & DEARDEN BRADLY THO	PEN - SUMMERLAND	Current	N/A	19491107	20130719
							464 FISH LAKE ROAD SUMMERLAND BC V0H1Z8					
C130354	1603 R (PD54607)	Irrigation	30837	MY	T	N	WELDRING JOHN RAYMOND & ELVIRA WILHELMIN	PEN - SUMMERLAND	Current	N/A	19491107	20130719
							476 FISH LAKE ROAD SUMMERLAND BC V0H1Z0					
F064258	1605 G (PD54577)	Storage-Non Power	795594.6	MY	D	N	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	19450627	
							C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8					
F064259	1603 A (PD54603)	Irrigation Local Auth	778572.576	MY	M	N	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	18921123	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 N (PD54605)	Irrigation Local Auth	778572.576	MY	M	N	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	18921123	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											
"	1603 U (PD54601)	Irrigation Local Auth	778572.576	MY	M	N	MEADOW VALLEY IRRIGATION DISTRICT	PEN - SUMMERLAND	Current	N/A	18921123	
	C/O M GORMAN 852 FISH LAKE ROAD SUMMERLAND BC V0H1Z8											

# Description of Water License Table Abbreviations from the Province of BC

## Licence No.

**Licence No** - A unique seven-character identifier, assigned for each licence to divert and use water. An **Application Number** is a unique number, assigned for each application for a licence to divert and use water.

Description of licence/application type:..0.0.0.0.0.

- **Cnnnnnn - Conditional Licence** ("licence that authorizes the construction of works or the diversion and use of water before the issue of a final licence" *Water Act - 1996*). Example: Conditional Licence - C031755.
- **Fnnnnnn - Final Licence** ("licence that authorizes the diversion and use of water, and does not authorize the construction of additional works or an extension of the use of water" *Water Act - 1996*). Example: Final Licence - F014044.
- **Znnnnnn - Application Number** with a prefix of Z followed by 6 digits. This number was assigned prior to May 2010. (An application for a licence to authorize the construction of works and diversion and use of water). Example: Application - Z014044.
- **nnnnnnn - Application Number** with no alpha prefix and seven digits. This number was assigned after May 2010. (An application for a licence to authorize the construction of works and diversion and use of water). Example: Application - 1014044.

## Water Rights Map/POD

**WR Map/POD** - Water Rights maps are created by the Water Management Branch. These maps reconcile a Point of Diversion (POD) to a geographic location. Each Water Rights map has a unique number, located in the bottom right corner. The WR Map/POD search field is optimally used if you have in your possession a Water Rights Map.

- Licences can have one or many Points of Diversion ("the place on the natural channel of a stream where an applicant proposes, or a licensee is authorized, to divert water from the stream." *Water Regulation*).
- A Point of Diversion can have one or many licences (i.e. a shared intake).
- The WR Map/POD search field contains an embedded wild card. You can search by either:
  - Whole Mapsheet, e.g. 5350 - which would list all PODs contained on mapsheet 5350, or by
  - Mapsheet and POD letter, e.g. 5350 Y - which would list only Y (or YY)
- PODs also have a unique points code, e.g. PD12345. The WR map/POD letter/Points Code descriptor is shown in the **WR Map/Point Code** column as follows: 5350 Y (PD28481).

NOTE: PODs circa 1999 do not contain a POD letter, only a WR map/Point code combination, e.g. 5350 (PD12345)

## Purpose

**Purpose** - Use of water authorized by licence.

For detailed descriptions of each purpose, click here: [Water Use Purpose Definitions](#).

- A licence can have up to three purposes, but only one purpose can be selected from the drop-down list at a time. If you choose Purpose as a search criteria, note that the licences listed in your search MAY authorize other uses, e.g. irrigation or stockwatering, etc.

## Quantity

**Quantity** - Maximum quantity of water that can be diverted for the specified purpose in the licence.

- Must be a numeric entry, e.g. 500, 5000
- Must be used with a selected [Purpose](#)
- Select from available operators (default is equal to):
  - = equal to
  - < less than
  - > greater than
  - < = less than or equal to
  - > = greater than or equal to.

## Unit

**Unit** - The units of measurement for the quantity of water authorized in the licence.

- MD (meters cubic / per day)
- MS (meters cubic / per second)
- MY (meters cubic / per year)
- TF (total flow) - a unit shown against non-consumptive purposes (e.g. land improvement, conservation) for which the total flow of the stream is authorized to pass through the licensed works. No water is diverted from the stream.

## Qty Flag Desc

**Qty Flag Desc** - Description of the the code displayed in the Qty Flag column.

- T - Total demand for purpose, one Point of Diversion.
- M - Maximum licensed demand for purpose, multiple PODs, quantity at each POD unknown (e.g. where an "M" flag is detected, it means that the licence authorizes a **maximum amount** of water that can be obtained from one **or more** points of diversion and/or streams)
- D - Multiple PODs for purpose, quantities at each are known, PODs on different sources
- P - Multiple PODs for purpose, quantities at each are known, PODs on same source.

## Rediversion

**Rediversion** - Water from one stream is diverted into another stream. The second stream is used as a natural conduit to move the water closer to the place of use. The removal of the water from the second stream is a rediversion of water which originated in the first stream.

- Displayed as a **Y** or **N** value
- Where **Y** value is displayed, **Purpose**, **Quantity** and **Units** are blank.

## Licensee

**Licensee** - "Owner of any land, mine or undertaking with respect to which a licence is issued under this or a former Act" *Water Act - 1996*. Also referred to as "holder of a licence."

- A licence can have more than one licensee; only the primary contact/billed client is indicated in these reports



- A licensee can hold more than one licence
- Field is **not** case sensitive
- Licensees are entered last name first followed by first name, with no punctuation between names
- Do not include punctuation for abbreviations (e.g., **LTD** not **LTD.**, **CO** not **CO.**)
- Displays all licensees which begin with the specified characters.

## District Precinct

**Water District/Precinct** - Water District as defined under the *Water Regulation* "except in the definition of 'local authority', means a water district referred to in section 35 and described in Schedule C". Precincts are jurisdictional areas within a Water District created by Water Management Branch for administrative reasons. To view a map of all Water Districts in BC, click here [Map of Water Districts in BC](#).

- Water Districts (e.g. Alberni Water District) are displayed in the drop-down list first, in alphabetical order.
- Precincts (e.g. ALB - ALBERNI) are displayed in the drop-down list following the Water Districts. They are also listed in alphabetical order.

## Licence Status

**Licence Status** - Displays status of licence or application.

- **Applications:** *Uncleared Appl; Active Appl.*
- **Licences:** *Current; Awaiting Sign; Pending (i.e. client does not receive a bill while licence has process status of Apportionment Pending, Cancellation Pending, Abandonment Pending, or Victoria Apportionment);*

## Process Status

**Process Status** - Internal code applied to a licence or application that indicates the status of the record.

- Apportionment Pending
- Abandonment Pending
- Under Amendment
- Under Appeal
- Application-Cleared
- Cancellation Pending
- Application-Not Cleared
- Not Applicable
- Suspended
- Transfer/Appurtenancy Pending
- Victoria Amendment
- Victoria Apportionment
- Victoria Application

## Priority Date

**Priority Date** - The date from which the precedence of the licence is established.

The date format is **yyyy/mm/dd**. For example, 19750130 is January 30, 1975.

## Issue Date

**Issue Date** - The date on which the licence was issued

The date format is **yyyy/mm/dd**. For example, 19750130 is January 30, 1975.

### Notes:

Only licences issued since January 1, 1992 (e.g. 19920101) have an issue date stored against them in the Water Licence Information Database. Licences issued previous to that date are displayed simply with a zero value. If you used the search criteria "New Licences or Applications from this date forward," please note this.

# Water Licences



# Province of British Columbia

## *Water Act*

### CONDITIONAL WATER LICENCE

The owners of the land to which this licence is appurtenant are hereby authorized to divert and use water as follows:

- a) The stream on which the rights are granted is Darke Creek.
- b) The point of diversion is located as shown on the attached plan.
- c) The date from which this licence shall have precedence is 19th March, 1952.
- d) The purpose for which this licence is issued is irrigation.
- e) The maximum quantity of water which may be diverted for irrigation is 31,000 cubic metres (25 acre feet) per annum.
- f) The period of the year during which the water may be used is 1st April to 15th June.
- g) The land upon which the water is to be used and to which this licence is appurtenant is that part of District Lot 2555 lying South of part outlined red on Plan B1277; Osoyoos Division Yale District, of which 5.1 hectares (12.5 acres) may be irrigated.
- h) The authorized works are diversion structure, pump and pipe which shall be located approximately as shown on the attached plan.
- i) The construction of the said works shall be completed and the water shall be beneficially used prior to 31st December 2016. Thereafter, the licensee shall continue to make regular beneficial use of the water in the manner authorized herein.

- j) This licence is issued under the Water Act (the Act). The exercise of rights under the licence is subject to the Act and its regulations, the terms and conditions of the licence, orders under the Act and the rights of licensees whose rights have precedence on the stream. The licensee must comply with all such requirements, as well as the provisions of all other applicable enactments. In exercising rights under the licence, the licensee must exercise reasonable care to avoid damaging land, works, trees or other property, and must make full compensation to the owners for damage or loss resulting from construction, maintenance, use, operation or failure of the works.
- k) This Licence is issued in substitution of Conditional Water Licence 29858, in part.



Conrad J. Pryce,  
Assistant Regional Water Manager



# Province of British Columbia

## *Water Act*

### CONDITIONAL WATER LICENCE

The owners of the land to which this licence is appurtenant are hereby authorized to divert and use water as follows:

- a) The stream on which the rights are granted is Darke Creek.
- b) The point of diversion is located as shown on the attached plan.
- c) The date from which this licence shall have precedence is 7th November 1949.
- d) The purpose for which this licence is issued is irrigation.
- e) The maximum quantity of water which may be diverted for irrigation is 30,800 cubic metres (25 acre feet) per annum.
- f) The period of the year during which the water may be used is 1st April to 30th September.
- g) The land upon which the water is to be used and to which this licence is appurtenant is that part of District Lot 2555 lying south of part outlined in red on Plan B1277; Osoyoos Division Yale District, of which 5.1 hectares (12.5 acres ) may be irrigated.
- h) The authorized works are diversion structure, pump and pipe which shall be located approximately as shown on the attached plan.
- i) The construction of the said works shall be completed and the water shall be beneficially used prior to 31st December 2016. Thereafter, the licensee shall continue to make regular beneficial use of the water in the manner authorized herein.

- j) This licence is issued under the Water Act (the Act). The exercise of rights under the licence is subject to the Act and its regulations, the terms and conditions of the licence, orders under the Act and the rights of licensees whose rights have precedence on the stream. The licensee must comply with all such requirements, as well as the provisions of all other applicable enactments. In exercising rights under the licence, the licensee must exercise reasonable care to avoid damaging land, works, trees or other property, and must make full compensation to the owners for damage or loss resulting from construction, maintenance, use, operation or failure of the works.
- k) This Licence is issued in substitution of Conditional Water Licence 19619, in part.



Conrad J. Pryce,  
Assistant Regional Water Manager



# Province of British Columbia

## *Water Act*

### CONDITIONAL WATER LICENCE

The owners of the land to which this licence is appurtenant are hereby authorized to divert and use water as follows:

- a) The stream on which the rights are granted is Darke Creek.
- b) The point of diversion is located as shown on the attached plan.
- c) The date from which this licence shall have precedence is 7th November 1949.
- d) The purpose for which this licence is issued is irrigation.
- e) The maximum quantity of water which may be diverted for irrigation is 30,800 cubic metres (25 acre feet) per annum.
- f) The period of the year during which the water may be used is 1st April to 30th September.
- g) The land upon which the water is to be used and to which this licence is appurtenant is Lot 1 District Lot 2555 Osoyoos Division Yale District Plan KAP67433, of which 5.1 hectares (12.5 acres) may be irrigated.
- h) The authorized works are a diversion structure, pump and pipe which shall be located approximately as shown on the attached plan.
- i) The construction of the said works shall be completed and the water shall be beneficially used prior to 31st December 2016. Thereafter, the licensee shall continue to make regular beneficial use of the water in the manner authorized herein.



- j) This licence is issued under the Water Act (the Act). The exercise of rights under the licence is subject to the Act and its regulations, the terms and conditions of the licence, orders under the Act and the rights of licensees whose rights have precedence on the stream. The licensee must comply with all such requirements, as well as the provisions of all other applicable enactments. In exercising rights under the licence, the licensee must exercise reasonable care to avoid damaging land, works, trees or other property, and must make full compensation to the owners for damage or loss resulting from construction, maintenance, use, operation or failure of the works.
- k) This Licence is issued in substitution of Conditional Water Licence 19619, in part.



Conrad J. Pryce,  
Assistant Regional Water Manager

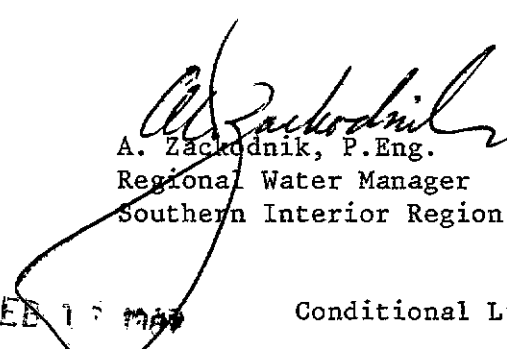
## THE PROVINCE OF BRITISH COLUMBIA—WATER ACT

## CONDITIONAL WATER LICENCE

Meadow Valley Irrigation District, c/o J.D. Impett of R.R. 1, Solly Road,  
Summerland, British Columbia, VOH 1Z0

is hereby authorized to divert and use water as follows:

- (a) The source of the water-supply is Darke Creek.
- (b) The points of diversion and rediversion are located as shown on the attached plan.
- (c) The date from which this licence shall have precedence is 19th March, 1952.
- (d) The purpose for which this licence is issued is irrigation.
- (e) The maximum quantity of water which may be diverted is 217 acre-feet per annum.
- (f) The period of the year during which the water may be used is 1st April to 15th June.
- (g) This licence is appurtenant to all the lands within the boundaries of the Meadow Valley Irrigation District.
- (h) The works authorized to be constructed are diversion structure, rediversion structures, ditch, pumps and sprinkler system, which shall be located approximately as shown on the attached plan.
- (i) The construction of the said works has been completed and the water beneficially used on or before the 31st day of December, 1988.
- (j) This licence is issued in substitution of Conditional Water Licences 21615, 21617, 21618 and 29857.

  
A. Zackodnik, P. Eng.  
Regional Water Manager  
Southern Interior Region

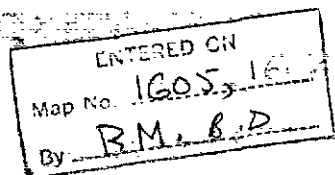
THE PROVINCE OF BRITISH COLUMBIA—WATER ACT

CONDITIONAL WATER LICENCE

Meadow Valley Irrigation District of 969 Fairview Road,  
Penticton, B.C.

is/are hereby authorized to divert and use water as follows:—

- (a) The source(s) of the water-supply is/are **Finlay and Lapsley Creeks.**
- (b) The point(s) of **diversion** is/are located as shown on the attached plan.
- (c) The date from which this licence shall have precedence is **27th November, 1963.**
- (d) The purpose for which the water is to be used is **irrigation.**
- (e) The maximum quantity of water which may be **diverted is 498.5 acre feet per annum,**  
and such additional quantity  
as the Engineer may from time to time determine should be allowed for losses.
- (f) The period of the year during which the water may be **used is 1st April to 30th September.**
- (g) ~~The land upon which the water is to be used and to which~~ This licence is appurtenant **is to the Irrigation Undertaking of the Meadow Valley Irrigation District.**
- (h) The works authorized to be constructed are **ditches, flumes, pump, pipe and sprinklers,**  
and they shall be located approximately as shown on the attached plan.
- (i) The construction of the said works **shall be commenced on or before the 30th day of September, 1965, and shall be completed and the water beneficially used on or before the 31st day of December, 1967.**



AMENDED 27.7.84

  
H. D. DeBeck,

Deputy Comptroller of Water Rights.

FILE No. 0253768 Date issued: 1 April 1965

CONDITIONAL LICENCE No. 29859

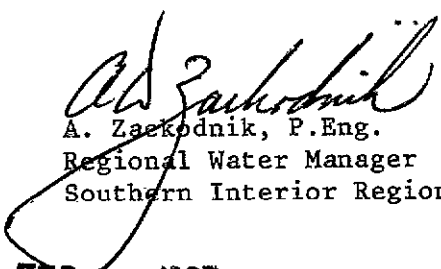
THE PROVINCE OF BRITISH COLUMBIA—WATER ACT

FINAL WATER LICENCE

Meadow Valley Irrigation District, c/o J.D. Impett, R.R. 1, Solly Road, Summerland,  
British Columbia VOH 1Z0

is hereby authorized to divert and use water as follows:

- (a) The source of the water supply is Darke Creek.
- (b) The points of diversion and redirection are located as shown on the attached plan.
- (c) The date from which this licence shall have precedence is 23 November, 1892.
- (d) The purpose for which this licence is issued is irrigation.
- (e) The maximum quantity of water which may be diverted is 631.2 acre feet per annum.
- (f) The period of the year during which the water may be used is 1st April to 30th September.
- (g) This licence is appurtenant to all the lands within the boundaries of the Meadow Valley Irrigation District.
- (h) The works authorized hereunder are diversion structure, ditch, pumps and sprinkler system located as shown on the attached plan.
- (i) This licence is issued in substitution of Final Water Licences 12330, 12332, 12334 and 14356 under Section 15 of the Water Act.

  
A. Zaekodnik, P.Eng.  
Regional Water Manager  
Southern Interior Region

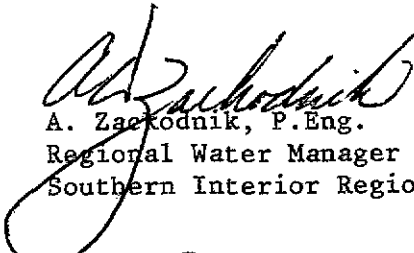
THE PROVINCE OF BRITISH COLUMBIA—WATER ACT

FINAL WATER LICENCE

Meadow Valley Irrigation District, c/o J.D. Impett, R.R. 1, Solly Road, Summerland,  
British Columbia VOH 1Z0

is hereby authorized to divert and store water as follows:

- (a) The source of the water supply is Darke Creek and the reservoirs are Munro Lake and Darke Lake.
- (b) The point of diversion and the storage sites are located as shown on the attached plan.
- (c) The date from which this licence shall have precedence is 27th June, 1945.
- (d) The purpose for which this licence is issued is as set out in Final Water Licence 64259.
- (e) The maximum quantity of water which may be stored in Darke Lake is 645 acre feet per annum and stored in Munro Lake is 80 acre feet per annum.
- (f) The period of the year during which the water may be stored is 1st October to 15th June.
- (g) The land upon which the water is to be used and to which this licence is appurtenant is as set out in Final Water Licence 64259.
- (h) The works authorized hereunder are diversion structure and dams located as shown on the attached plan.
- (i) This licence is issued in substitution of Final Water Licences 12329, 12331, 12333 and 12335.

  
A. Zaekodnik, P.Eng.  
Regional Water Manager  
Southern Interior Region

# Appendix D

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## Risk Analysis Questionnaire



# INFORMATION MEETING

## Faulder Water System Upgrades

### *QUESTIONNAIRE*

The Regional District of Okanagan-Similkameen would like to thank you for attending the above meeting and request your help with determining potential contaminants to the Meadow Valley Aquifer by filling out the questionnaire attached. If you have any questions or comments from the meeting please fill out the section below. If you would like the Regional District to contact you regarding your comments or questions please fill in your contact information.

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\_\_\_\_\_

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

\_\_\_\_\_

Once again the Regional District of Okanagan-Similkameen would like to thank you for your participation.

# Faulder Residents Risk Analysis Questionnaire for Potential Contaminants within the Meadow Valley Aquifer area

As a resident of the Faulder area, you can help us identify which threats to water quality may be most prominent within the Faulder area based on activities you see occurring in your neighbourhood. As part of the community that relies on water from the Meadow Valley aquifer, we would like your help to characterize contaminants that have the potential to contaminate the aquifer by their **likelihood** to occur and the **magnitude of impact** in the event of contamination. The following tables provide descriptions of the likelihood and magnitude of a contaminant.

**Table 1. Likelihood Descriptions**

Level	Descriptor	Description	Probability of Occurrence in Next 10 Years
A	Almost certain	Is expected to occur in most circumstances	>90%
B	Likely	Will probably occur in most circumstances	71-90%
C	Possible	Will probably occur at some time	31-70%
D	Unlikely	Could occur at some time	10-30%
E	Rare	May only occur in exceptional circumstances	<10%

**Table 2. Magnitude of Impact Descriptions**

Level	Descriptor	Description
1	Insignificant	Insignificant impact, no illness, little disruption to normal operation, little or no increase in normal operating costs
2	Minor	Minor impact for small population, mild illness moderately likely, some manageable operation disruption, small increase in operating costs
3	Moderate	Minor impact for large population, mild to moderate illness probable, significant modification to normal operation but manageable, operating costs increase, increased monitoring
4	Major	Major impact for small population, severe illness probable, systems significantly compromised and abnormal operation if at all, high-level monitoring required
5	Catastrophic	Major impact for large population, severe illness probable, complete failure of systems



Listed below are some of the potential contamination sources identified for the aquifer. Using Table 1 and 2 as a reference guide, please provide in the boxes a likelihood (letter value) and magnitude of impact (numerical value) that you believe is the associated risk to each potential source of contamination within the Meadow Valley aquifer. If you have additional information to provide please write it in the space below.

Potential Source of Contamination	Likelihood (a,b,c,d,e)	Impact (1,2,3,4,5)
Abandoned wells or wells with no surface seal		
Pesticides		
Fertilizer		
Stockpiling of animal manure		
Septic tanks (pathogens)		
Septic tanks (harmful chemicals)		
Illegal Dumping		
Highway 40 (transportation spills/vehicle accidents)		
Salt contamination from stockpiling of snow		
Fish Lake Road (transportation spills/vehicle accidents)		
Kettle Valley Railway (KVR) (fuel spills)		
Contamination to Darke Creek		
Contamination to Trout Creek		

**Additional comments:**

This information will be very valuable in helping us define which risks may be most important to manage for within the Meadow Valley aquifer area. We thank you for your time and input.

**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  
Christy Malden  
cmalden@rdos.bc.ca**

**Regional District of Okanagan-Similkameen  
101 Martin Street  
Penticton, BC V2A 5J9 250-492-0237**

# Appendix E

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## Community Informational Brochure

## How You Can Help

The Community can be a huge contributor to helping keep the water clean! Everything that goes onto the ground or down your sink and toilet or septic system could affect your local water source.

Please help protect your drinking water. Here are some ways you can help to protect your local supply of clean, safe water:



- Never dump these things on the ground, down the sink, or in the toilet; Paints; thinners; furniture strippers; coolants; cleaners; glues; adhesives; gasoline; oil; diesel; heating fuel; de-greasers; resins; creosote; etc. If it's something you don't want in your drinking water than please don't put it on the ground. Dispose of it properly at approved hazardous waste sites.
- Have your septic system inspected and pumped every three to five years.
- Protect and maintain your private well. Wells provide pathways for contaminants to enter groundwater. If you own a well you no longer use, have it properly decommissioned by a licensed well technician and if you have a well, be sure it is sealed properly.



## How You Can Help Continued....

- Report any abandoned or unsealed wells.
- Prevent spills and contain spills. Report all spills.
- Fill or work on any motorized equipment on concrete pads. Maintain all motorize equipment ensuring there are no leaks and store them on concrete or asphalt. Store all related petrochemical products in appropriate sealed containers.
- Take used engine oil to recycling facilities.
- If you can reduce quantities of, or find alternatives to, harmful chemicals, please do. If you apply pesticides or fertilizers or nutrients make sure you follow best practices and apply them at times when rain is at a minimum to avoid leaching of materials deep within the soil or contamination of wells within the area.
- Do not stockpile livestock manure, store it within a containment system and remove it periodically from the area for cleaning.



All photos supplied by Google Imagebank and RDOS Files.

**RDOS**

**Public Works Department**

# Protecting Faulder's Community Water Supply

**What Homeowners Need To Know**



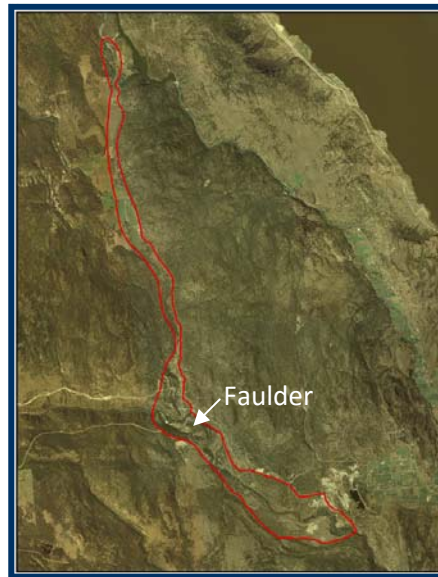
## The Faulder Water System

The Faulder Community relies on groundwater from the Meadow Valley Aquifer for their drinking water supply. The Meadow Valley Aquifer (outlined in red) extends from the south near the town of Summerland to the north near Acland Springs. The aquifer is semi-confined/confined and consists mainly of sand and gravel. It is recharged partially by Darke Creek and is situated within the Darke Creek and Trout Creek watersheds.

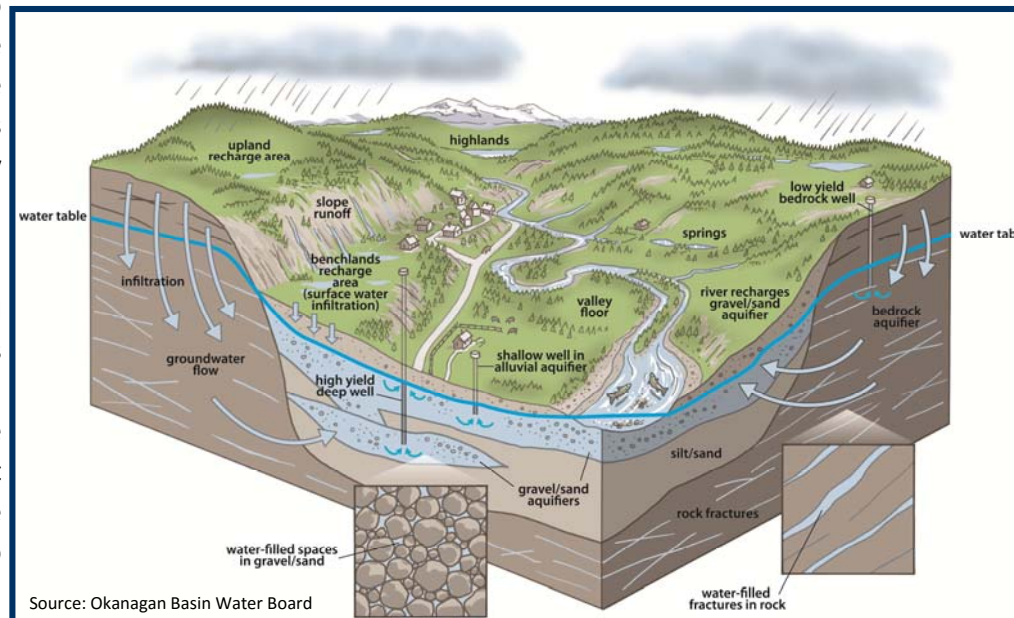
In 2015, a new Faulder Community Well was drilled into the Meadow Valley Aquifer to replace the existing well that supplied domestic water to an estimated 215 residents (79 connections) which use the water system. The well was drilled to 94.18 m (309 feet) below the drilling pad surface and connected to the existing water system. The upgraded water system, including the new uranium treatment system, is expected to be operational February 2016.

Knowing that the aquifer is situated directly below residential, agricultural and hobby farm properties, it is important to understand how certain activities can pose a threat to the Community's water source and what the property owner's within the Meadow Valley Aquifer can do to protect their water source.

## The Meadow Valley Aquifer



## A Sample Aquifer Diagram



## Why Aquifers Need to be Protected?

Aquifers are below ground areas that capture water (rain, melting snow, or surface water) that has infiltrated the ground. A well can become polluted when substances that are harmful to human health infiltrate the ground and contaminate the aquifer.

If an aquifer becomes contaminated it can take many years or even decades before the water is safe for drinking again. There are methods that can possibly remove contaminants from an aquifer, however, locating and treating contamination is often costly and not always effective. The best contamination prevention is knowledge and preventative measures.

## Activities That May Pose a Threat to Your Drinking Water

These are some activities that could pollute your aquifer:

- Septic systems
- Fuel oil (including home heating oil)
- Liquid fuel such as gasoline
- Chemicals (toxic chemicals such as organic solvents and dense non water soluble liquids)
- Commercial fertilizer
- Pesticides
- Nutrients (manure, bio-solids, grazing)
- Agricultural runoff
- Illegal dumping disposal sites
- Road salt and snow storage
- Others...



# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## BOARD of DIRECTORS MEETING

Thursday, February 11, 2016

1:00 pm

## REGULAR AGENDA

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### A. APPROVAL OF AGENDA

**RECOMMENDATION 1** (Unweighted Corporate Vote – Simple Majority)

**THAT the Agenda for the RDOS Board Meeting of February 11, 2016 be adopted.**

#### 1. Consent Agenda – Corporate Issues

##### a. Corporate Services Committee – January 21, 2016.

*THAT the Minutes of the January 21, 2016 Corporate Services Committee be received.*

*THAT the Board of Directors support the Village of Keremeos resolution to SILGA regarding funding model for libraries in rural areas and the resolution from West Kelowna regarding amendments to the Off-Road Vehicle Act.*

*THAT the Board of Directors provide a recommendation to the Southern Interior Local Government Association (SILGA) requesting that SILGA undertake the process to become a registered intervenor for the 2018 Fortis Rate Application.*

##### b. Community Services Committee – January 21, 2016.

*THAT the Minutes of the January 21, 2016 Community Services Committee be received.*

*THAT the Board of Directors decline the invitation to participate in funding a Master Plan for a Summerland to Penticton Multi-Use Trail in partnership with the Province of BC.*

##### c. Environment and Infrastructure Committee – January 21, 2016.

*THAT the Minutes of the January 21, 2016 Environment and Infrastructure Committee be received.*

##### d. Planning and Development Committee – January 21, 2016.

*THAT the Minutes of the January 21, 2016 Planning and Development Committee be received.*

*THAT the Board of Directors direct staff to initiate an amendment to the Electoral Area “D” Zoning No. 2455, 2008, in order to update the commercial zones.*

*THAT administration be directed to bring forward a draft Manufactured Home Park Redevelopment Policy based on discussion at January 21, 2016 Committee.*

*THAT the Board of Directors direct staff to include a reduced fee of \$350.00 for vacation rental Temporary Use Permit applications submitted prior to December 31, 2016.*

*THAT the Board of Directors approve a trial process to review options for the scheduling of public hearings related to land use bylaw amendments.*

**e. Protective Services Committee – January 21, 2016.**

*THAT the Minutes of the January 21, 2016 Protective Services Committee be received.*

**f. RDOS Regular Board Meeting – January 21, 2016.**

*THAT the minutes of the January 21, 2016 RDOS Regular Board meeting be adopted.*

**RECOMMENDATION 2** (Unweighted Corporate Vote – Simple Majority)

**THAT the Consent Agenda – Corporate Issues be adopted.**

---

**B. DELEGATIONS**

**1. Hon. Richard Cannings, MP for South Okanagan – West Kootenay.**

Mr. Cannings will introduce himself and discuss some of his priorities for 2016.

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**C. DEVELOPMENT SERVICES – Building Inspection****1. Building Violation: Area “F”, 365 Callan Road (365 Highway 97).**

**RECOMMENDATION 3** (Unweighted Corporate Vote – Simple Majority)

**THAT a Section 695 Notice on Title, pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 695 of the LGA), be filed against the title of lands described as Lot A, Plan EPP5204, District Lot 2695, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and,**

**THAT injunctive action be commenced.**

---

**2. Building Violation: Area “H”, 100 Pasayten Valley Road**

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that Permit has expired and the final inspection has not been completed.

**RECOMMENDATION 4** (Unweighted Corporate Vote – Simple Majority)

**THAT a Section 695 Notice on Title, pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 695 of the LGA), be filed against the title of lands described as Lot A, District Lot 901, Plan KAP77345, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and,**

**THAT injunctive action be commenced.**

---

**3. Building Violation: Area “H”, 100 Pasayten Valley Road.**

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that the owner has constructed a deck addition to a barn without a building permit. The deck is within a Riparian Area and requires a Watercourse Development Permit before a building permit can be issued.

**RECOMMENDATION 5** (Unweighted Corporate Vote – Simple Majority)

**THAT a Section 695 Notice on Title, pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 695 of the LGA), be filed against the title of lands described as Lot A, District Lot 901, Plan KAP77345, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and,**

**THAT injunctive action be commenced.**

---

**4. Building Violation: Area “H”, 1815 Highway 5A.**

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that a carport was built without a permit in the Riparian area.

**RECOMMENDATION 6** (Unweighted Corporate Vote – Simple Majority)

**THAT a Section 695 Notice on Title, pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 695 of the LGA), be filed against the title of lands described as That Part of District Lot 1009 Outlined Red on Plan E8953, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333.**

---



**5. Building Violation: Area “H”, 5341 Princeton - Summerland Road.**

The Contravention of Building Regulations Report dated December 2, 2015 from the Building Official indicates that Permit has expired and required inspections have not been completed and required Schedule C from the professional engineer has not been received.

**RECOMMENDATION 7** (Unweighted Corporate Vote – Simple Majority)

**THAT a Section 695 Notice on Title, pursuant to Section 695 of the *Local Government Act* and Section 57 of the *Community Charter* (made applicable to Regional Districts by Section 695 of the LGA), be filed against the title of lands described as Lot 6, District Lot 2089, Plan 32438, KDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and,**

**THAT injunctive action be commenced.**

---

**D. DEVELOPMENT SERVICES – Rural Land Use Matters.****1. Development Variance Permit Application — Electoral Area “E”**

- a. Development Variance Permit.

To relocate and extend an existing accessory building (garage).

**RECOMMENDATION 8** (Unweighted Rural Vote – Simple Majority)

**THAT the Board of Directors approve Development Variance Permit No. E2015.126–DVP.**

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**2. Regional Snapshot 2014**

- a. Regional Growth Strategy Regional Snapshot 2014

For information

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**E. PUBLIC WORKS****1. OBWB Water Conservation and Quality Improvement Grant Application.**

The OBWB requires that all WCQI grant applications be accompanied by a resolution of support from the organization's local government council or board (this includes projects submitted by staff of local government; all projects must receive support from their council/board).

**RECOMMENDATION 9** (Unweighted Corporate Vote – Simple Majority)

**THAT the Board of Directors forward a resolution of support to the Okanagan Basin Water Board for the following applications to the 2016 OBWB Water Conservation and Quality Improvement (WCQI) Grant program:**

- Okanagan-Similkameen Drought and Flood Mitigation Plan- Phase 2
- Protecting Our Natural Assets – Waterways Stewardship and Protection
- Expansion of the Quagga/Zebra Mussel Outreach Program
- Greater Twin Lakes Area Stewardship Society and Lower Nipit Improvement District – Watershed Management Plan.

**F. COMMUNITY SERVICES – Recreation Services.****1. Okanagan Falls Parks & Recreation Commission Appointments 2016/2017.**

The Okanagan Falls Parks & Recreation Commission may appoint and rescind members to and from the Commission in accordance with the establishing bylaw.

**RECOMMENDATION 10** (Unweighted Corporate Vote – Simple Majority)

**THAT the Board of Directors appoint Ron Obirek as a member of the Okanagan Falls Parks & Recreation Commission until December 31, 2016; and,**

**THAT the Board of Directors rescind the appointment of Kim Baker and Mike Bryne from the Okanagan Falls Parks & Recreation Commission; and,**

**THAT a letter be forwarded to Ms. Baker and Mr. Bryne thanking them for their contribution to the Okanagan Falls Parks & Recreation Commission; and,**

**THAT the Board of Directors re-appoint the following people as members of the Okanagan Falls Parks & Recreation Commission for the periods indicated.**

Name	Term	Expires
Don Clark	2 years	December 31, 2017
Pat Rawkins	2 years	December 31, 2017
Alf Hartviksen	2 years	December 31, 2017
Ed Melenka	2 years	December 31, 2017

**2. Lease Agreement - Community Parks - Town of Oliver and Regional District of Okanagan-Similkameen.**

The purpose of this report is to advise the Board that the Regional District wishes to enter into a landlord tenant agreement with the Town to augment the provisions of the original 2004 agreement with the Oliver Parks & Recreation Society.

**RECOMMENDATION 11** (Weighted Corporate Vote – Majority)

**THAT the Board of Directors authorize the Chair and Chief Administrative Officer to execute the Lease Agreement between the Town of Oliver and Regional District of Okanagan-Similkameen for the community parks legally described as:**

PID 011-024-402, Lot 707, DL 24505, SDYD, Plan 2133 (Rotary Beach.6759 Lakeside Drive);

PID 006-278-159, Lot 362, DL 24505, SDYD, Plan KAP1996, Except Plans A1274, 18418, 20723, 30688 and Plan 38045 (Oliver Community Park, 799 McKinney Road);

PID 008-354-197, Lot 985, DL 24508, SDYD, Plan 17753 Except Plan KAP90396 (Oliver Lions Park, 6607 Main Street); and

PID 023-973-803, Lot A, DL 24508, SDYD, Plan KAP60696 Except Plan KAP67689 (Oliver Kinsmen Park, (255 Fairview Road).

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**G. OFFICE OF THE CAO**

**1. RDOS Fees and Charges Bylaw No. 2723, 2016.**

Through the *Local Government Act* the Regional District has the authority to impose fees and charges for services that are provided. Prior to 2010, the Regional District fees and charges were located within a number of different bylaws; however, in that same year an all-encompassing Fees and Charges Bylaw was brought in for ease of reference and review on an annual basis.

**RECOMMENDATION 12** (Weighted Corporate Vote – Majority)

**THAT Bylaw No. 2723, 2015 Regional District of Okanagan-Similkameen Fees and Charges Bylaw be read a first time.**

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**2. Board Policy Review**

- a. Undergraduate/ Graduate/ Postgraduate Fees – Exempt Staff
- b. Delegation Authorization for Flood Hazard Exemption Covenants
- c. Land Use Bylaw Disclosure Policy
- d. Land Use Bylaw Transition Policy

To rescind outdated policies.

**RECOMMENDATION 13** (Unweighted Corporate Vote – Simple Majority)

**THAT the Board of Directors rescind the following policies:**

- Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy (P2630-00.04)
- Delegation Authorization for Flood Hazard Exemption Covenants policy (P5225-00.07).
- Land Use Bylaw Disclosure policy (P6410-00.06); and,

**THAT the Board of Directors adopt the Land Use Bylaw Transition Policy.**

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**3. RDOS Bi-weekly Advertisement.**

**RECOMMENDATION 14** (Unweighted Corporate Vote – Simple Majority)

**THAT the Board of Directors approve the award of the 2016 Bi-Weekly RDOS Advertisement to the Penticton Herald/Herald Extra for an amount not to exceed \$4,800 plus applicable taxes and to the Similkameen News Leader for an amount not to exceed \$ 4,600 plus applicable taxes.**

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**H. CAO REPORTS**

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

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**2. Directors Motions**

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**3. Board Members Verbal Update**

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**J. ADJOURNMENT**



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

## **REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

### **Corporate Services Committee**

Thursday, January 21, 2016

12:15 pm

## **Minutes**

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#### **MEMBERS PRESENT:**

Chair M. Pendergraft, Electoral Area "A"  
Vice Chair A. Jakubeit, City of Penticton  
Director F. Armitage, Town of Princeton  
Director M. Bauer, Village of Keremeos  
Director M. Brydon, Electoral Area "F"  
Director G. Bush, Electoral Area "B"  
Director R. Mayer, Alt. Electoral Area "G"  
Director B. Coyne, Electoral Area "H"

Director R. Hovanes, Town of Oliver  
Director H. Konanz, City of Penticton  
Director K. Kozakevich, Electoral Area "E"  
Director A. Martin, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director R. Knodel, Alt. Electoral Area "C"  
Director J. Sentes, City of Penticton  
Director T. Siddon, Electoral Area "D"  
Director P. Waterman, District of Summerland

#### **MEMBERS ABSENT:**

Director T. Schafer, Electoral Area "C"  
Director E. Christensen, Electoral Area "G"

Director T. Boot, District of Summerland

#### **STAFF PRESENT:**

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

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#### **A. APPROVAL OF AGENDA**

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

THAT the agenda for the Corporate Services Committee Meeting of January 21, 2016 be adopted. - **CARRIED**

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#### **B. SILGA Resolutions**

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

THAT the Board of Directors support the Village of Keremeos resolution to SILGA regarding a funding model for libraries in rural areas and the resolution from the City of West Kelowna regarding amendments to the Off Road Vehicles Act.

##### **CARRIED**

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

THAT the Board of Directors provide a recommendation to the Southern Interior Local Government Association (SILGA) requesting that SILGA undertake the process to become a registered intervenor for the 2018 Fortis Rate Application.

##### **CARRIED**

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The Committee recessed at 1:02 p.m.  
The Committee reconvened at 1:50 p.m.

---

**C. Board Policy Review**

1. Fees Exempt Staff Policy
2. Flood Hazard Exemption Policy

The Committee was advised that the Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy and Delegation Authorization for Flood Hazard Exemption Covenants policy were outdated and should be rescinded.

**RECOMMENDATION 1**

**It was MOVED and SECONDED**

THAT the Board of Directors rescind Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy (P2630-00.04) and Delegation Authorization for Flood Hazard Exemption Covenants policy (P5225-00.07). - **CARRIED**

---

**D. Cultural Change Program – For Information Only**

1. 2015 Perception Survey Results
-

Due to time constraints, the following items were postponed to the next Corporate Services Committee meeting:

- E. Report on Outstanding Board Action Items as of December 16, 2015**
  - F. Fourth Quarter Activity Report**
  - G. Q4-2015 Corporate Action Plan**
  - H. 2015 Performance Plan**
  - I. 2016 Corporate Action Plan**
- 

**J. ADJOURNMENT**

By consensus, the meeting adjourned at 2:48 p.m.

APPROVED:

CERTIFIED CORRECT:

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M. Pendergraft  
RDOS Board Chair

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B. Newell  
Corporate Officer



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## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

### Community Services Committee

Thursday, January 21, 2016

11:11 am

## Minutes

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#### MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"  
Vice Chair R. Hovanes, Town of Oliver  
Director F. Armitage, Town of Princeton  
Director M. Bauer, Village of Keremeos  
Director M. Brydon, Electoral Area "F"  
Director G. Bush, Electoral Area "B"  
Director R. Mayer, Alt. Electoral Area "G"  
Director B. Coyne, Electoral Area "H"

Director A. Jakubeit, City of Penticton  
Director H. Konanz, City of Penticton  
Director A. Martin, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director M. Pendergraft, Electoral Area "A"  
Director R. Knodel, Alt. Electoral Area "C"  
Director J. Sentes, City of Penticton  
Director T. Siddon, Electoral Area "D"  
Director P. Waterman, District of Summerland

#### MEMBERS ABSENT:

Director T. Schafer, Electoral Area "C"  
Director E. Christensen, Electoral Area "G"

Director T. Boot, District of Summerland

#### STAFF PRESENT:

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

M. Woods, Manager of Community Services

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#### A. APPROVAL OF AGENDA

##### It was MOVED and SECONDED

THAT the agenda of the Community Services Committee meeting of January 21, 2016 be amended by bringing forward Item C Trail Development before Item B Activity Report. - CARRIED

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#### C. [Trail Development](#)

##### **RECOMMENDATION 1**

##### It was MOVED and SECONDED

THAT the Board of Directors decline the invitation to participate in funding a Master Plan for a Summerland to Penticton Multi-Use Trail in partnership with the Province of BC. - CARRIED

Opposed: Director Martin

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**B. Fourth Quarter Activity Report – For Information Only**

The Committee was advised of the activities that occurred in the fourth quarter of 2015 and the planned activities for the first quarter of 2016.

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**D. ADJOURNMENT**

By consensus, the Community Services Committee meeting of January 21, 2016 adjourned at 11:47 a.m.

APPROVED:

CERTIFIED CORRECT:

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K. Kozakevich  
Community Services Committee Chair

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B. Newell  
Chief Administrative Officer



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## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

### Environment and Infrastructure Committee

Thursday, January 21, 2016

11:47 am

## Minutes

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#### MEMBERS PRESENT:

Chair T. Siddon, Electoral Area "D"	Director R. Hovanes, Town of Oliver
Vice Chair K. Kozakevich, Electoral Area "E"	Director A. Jakubeit, City of Penticton
Director F. Armitage, Town of Princeton	Director H. Konanz, City of Penticton
Director M. Bauer, Village of Keremeos	Director A. Martin, City of Penticton
Director M. Brydon, Electoral Area "F"	Director S. McKortoff, Town of Osoyoos
Director G. Bush, Electoral Area "B"	Director M. Pendergraft, Electoral Area "A"
Director R. Mayer, Alt. Electoral Area "G"	Director R. Knodel, Alt. Electoral Area "C"
Director B. Coyne, Electoral Area "H"	Director J. Sentes, City of Penticton
	Director P. Waterman, District of Summerland

#### MEMBERS ABSENT:

Director T. Schafer, Electoral Area "C"	Director T. Boot, District of Summerland
Director E. Christensen, Electoral Area "G"	

#### STAFF PRESENT:

B. Newell, Chief Administrative Officer	R. Huston, Public Works Manager
C. Malden, Manager of Legislative Services	

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The meeting was chaired by Vice Chair Kozakevich.

#### A. APPROVAL OF AGENDA

##### It was MOVED and SECONDED

THAT the agenda of the Environment and Infrastructure Committee meeting of January 21, 2016 be adopted. - CARRIED

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#### B. Public Works – Fourth Quarter Activity Report – For Information Only

The Committee was advised of the activities of the fourth quarter of 2015 and the planned activities for the first quarter of 2016.

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#### C. ADJOURNMENT

By consensus, the Environment and Infrastructure Committee meeting of January 21, 2016 adjourned at 11:05 a.m.

APPROVED:

CERTIFIED CORRECT:

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T. Siddon  
Environment and Infrastructure Committee Chair

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B. Newell  
Chief Administrative Officer



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## **REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

### **Planning and Development Committee**

Thursday, January 7, 2016

9:00 am

## **Minutes**

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#### **MEMBERS PRESENT:**

Chair M. Brydon, Electoral Area "F"  
Vice Chair G. Bush, Electoral Area "B"  
Director F. Armitage, Town of Princeton  
Director M. Bauer, Village of Keremeos  
Director R. Mayer, Alt. Electoral Area "G"  
Director B. Coyne, Electoral Area "H"  
Director R. Hovanes, Town of Oliver  
Director A. Jakubeit, City of Penticton

Director K. Kozakevich, Electoral Area "E"  
Director H. Konanz, City of Penticton  
Director A. Martin, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director M. Pendergraft, Electoral Area "A"  
Director R. Knodel, Alt. Electoral Area "C"  
Director J. Sentes, City of Penticton  
Director T. Siddon, Electoral Area "D"  
Director P. Waterman, District of Summerland

#### **MEMBERS ABSENT:**

Director T. Schafer, Electoral Area "C"  
Director T. Boot, District of Summerland

Director E. Christensen, Electoral Area "G"

#### **STAFF PRESENT:**

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

C. Garrish, Planning Supervisor  
D. Butler, Manager of Development Services

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#### **A. APPROVAL OF AGENDA**

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

THAT the agenda of the Planning and Development Committee meeting of January 21, 2016 be adopted. - **CARRIED**

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#### **B. Okanagan Falls – Highway Commercial (C4) Zone Update**

The Committee was advised that staff seek direction regarding a proposed update to the Highway Commercial (C4) Zone in Okanagan Falls.

##### **RECOMMENDATION 1**

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

THAT the Board of Directors resolve to initiate an amendment bylaw to the Electoral Area "D" Zoning No. 2455, 2008, in order to update the commercial zones. - **CARRIED**

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**C. Review of Board Policies – Land Use Bylaw Disclosure Policy**

The Committee was provided an overview of the Board's current Land Use Bylaw Disclosure Policy.

**RECOMMENDATION 2****It was MOVED and SECONDED**

THAT the Board of Directors rescind RDOS Policy No. P6410-00.06 (Land Use Bylaw Disclosure Policy); AND,

THAT the Board of Directors adopt the Land Use Bylaw Transition Policy. - **CARRIED**

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**D. Review of Board Policies – Manufactured Home Park Redevelopment**

The Committee was provided an overview of the current Manufactured Home Park Redevelopment policy.

**RECOMMENDATION 3****It was MOVED and SECONDED**

THAT administration be directed to bring forward a draft Manufactured Home Park Redevelopment Policy based on discussion at January 21, 2016 Committee. - **CARRIED**

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**E. Temporary Use Permit Application Fees — Vacation Rental Uses**

The Committee was provided an overview of Temporary Use Permits issued for vacation rental uses in 2015.

**RECOMMENDATION 4****It was MOVED and SECONDED**

THAT the Board of Directors direct staff to include a reduced fee of \$350.00 for vacation rental Temporary Use Permit applications submitted prior to December 31, 2016. -

**CARRIED**

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**F. Lean Kaizen – Review of the Public Hearing Process**

The Committee was provided an overview of the proposed changes to the public hearing process.

**RECOMMENDATION 5****It was MOVED and SECONDED**

THAT the Board of Directors approve a trial process to review options for the scheduling of public hearings related to land use bylaw amendments. - **CARRIED**

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**G. Fourth Quarter Activity Report – For Information Only**

The Committee was advised of the activities that occurred in the fourth quarter of 2015 and the planned activities for the first quarter of 2016.

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**H. ADJOURNMENT**

By consensus, the Planning and Development Committee meeting of January 21, 2016 adjourned at 10:10 a.m.

APPROVED:

CERTIFIED CORRECT:

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M. Brydon  
Planning and Development Committee Chair

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B. Newell  
Corporate Officer



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# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## Protective Services Committee

Thursday, January 21, 2016

10:22 am

## Minutes

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### MEMBERS PRESENT:

Chair A. Jakubeit, City of Penticton	Director R. Knodel, Alt. Electoral Area "C"
Director F. Armitage, Town of Princeton	Director H. Konanz, City of Penticton
Director M. Bauer, Village of Keremeos	Director K. Kozakevich, Electoral Area "E"
Director T. Boot, District of Summerland	Director A. Martin, City of Penticton
Director M. Brydon, Electoral Area "F"	Director S. McKortoff, Town of Osoyoos
Director G. Bush, Electoral Area "B"	Director M. Pendergraft, Electoral Area "A"
Director R. Mayer, Alt. Electoral Area "G"	Director J. Sentes, City of Penticton
Director B. Coyne, Electoral Area "H"	Director T. Siddon, Electoral Area "D"
Director R. Hovanes, Town of Oliver	Director P. Waterman, District of Summerland

### MEMBERS ABSENT:

Vice Chair T. Schafer, Electoral Area "C"	Director E. Christensen, Electoral Area "G"
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### STAFF PRESENT:

B. Newell, Chief Administrative Officer	M. Woods, Manager of Community Services
C. Malden, Manager of Legislative Services	

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### A. APPROVAL OF AGENDA

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

THAT the agenda of the Protective Services Committee meeting of January 21, 2016 be adopted. -**CARRIED**

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### B. DELEGATION -

Superintendent Kevin Hewco, RCMP  
Superintendent Hewco presented his fourth quarter report.

[Penticton](#)  
[Summerland](#)  
[Oliver](#)  
[Osoyoos](#)  
[map](#)

[Keremeos](#)  
[Princeton](#)  
[Electoral Area D](#)  
[Electoral Area E](#)

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### C. Fourth Quarter Activity Report – For Information Only

The Committee was advised of the activities of the fourth quarter of 2015 and the planned activities for the first quarter of 2016.

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**D. ADJOURNMENT**

By consensus, the Protective Services Committee meeting of January 21, 2016 adjourned at 11:09 a.m.

APPROVED:

CERTIFIED CORRECT:

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A. Jakubeit  
Protective Services Committee Chair

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B. Newell  
Chief Administrative Officer





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## **REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

### **BOARD of DIRECTORS MEETING**

Minutes of the Board Meeting of the Regional District of Okanagan-Similkameen (RDOS) Board of Directors held at 3:01 p.m. Thursday, January 21, 2016 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

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#### **MEMBERS PRESENT:**

Chair M. Pendergraft, Electoral Area "A"  
Vice Chair A. Jakubeit, City of Penticton  
Director F. Armitage, Town of Princeton  
Director M. Bauer, Village of Keremeos  
Director M. Brydon, Electoral Area "F"  
Director G. Bush, Electoral Area "B"  
Director R. Mayer, Alt. Electoral Area "G"  
Director B. Coyne, Electoral Area "H"

Director R. Hovanes, Town of Oliver  
Director H. Konanz, City of Penticton  
Director K. Kozakevich, Electoral Area "E"  
Director A. Martin, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director R. Knodel, Alt. Electoral Area "C"  
Director J. Sentes, City of Penticton  
Director T. Siddon, Electoral Area "D"  
Director P. Waterman, District of Summerland

#### **MEMBERS ABSENT:**

Director T. Schafer, Electoral Area "C"  
Director E. Christensen, Electoral Area "G"

Director T. Boot, District of Summerland

#### **STAFF PRESENT:**

B. Newell, Chief Administrative Officer  
C. Malden, Manager of Legislative Services  
D. Butler, Manager of Development Services  
R. Huston, Manager of Public Works

S. Croteau, Manager of Finance  
C. Garrish, Planning Supervisor  
C. Baughen, Solid Waste Management Coordinator

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#### **A. APPROVAL OF AGENDA**

##### **RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)**

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

That the [Agenda](#) for the RDOS Board Meeting of January 21, 2016 be adopted as amended by removing the proposed recommendation "That the Regional District Board remain a member of the Southern Interior Beetle Action Coalition (SIBAC) and provide \$5,000 in funding for the 2016/2017 fiscal year" in the Corporate Services Committee minutes from the Consent Agenda. - **CARRIED**

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**1. Consent Agenda – Corporate Issues****a. Corporate Services Committee – January 7, 2016**

*THAT the Minutes of the January 7, 2016 Corporate Services Committee be received.*

*THAT the Board/Chair evaluation question set, as detailed on the January 7, 2015 Corporate Services meeting be approved.*

*THAT the matter of funding for the Southern Interior Beetle Action Coalition (SIBAC) be deferred until SIBAC representatives present to the board.*

**b. Environment and Infrastructure Committee – January 7, 2016**

*THAT the Minutes of the January 7, 2016 Environment and Infrastructure Committee be received.*

**c. Planning and Development Committee – January 7, 2016**

*THAT the Minutes of the January 7, 2016 Planning and Development Committee be received.*

**d. Protective Services Committee – January 7, 2016**

*THAT the Minutes of the January 7, 2016 Protective Services Committee be received.*

*THAT the Board of Directors request that the time period for applications for funding to the Fish and Wildlife Branch's Urban Deer Management program be extended from January 8, 2016 for an additional 60 days; and further,*

*THAT the letter also include the Board's displeasure with the process and timeline of the grant program.*

*THAT the Board of Directors continue to pursue a deer management program, and that a sub-regional service be created.*

**e. RDOS Regular Board Meeting – January 7, 2016**

*THAT the minutes of the January 7, 2016 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**

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**B. DEVELOPMENT SERVICES – Rural Land Use Matters**

1. Land Use Contract Discharge and Termination; and Heritage Hills and Lakeshore Highlands, Electoral Area “D-2”
  - a. Bylaw No. 2455.19, 2015.

**RECOMMENDATION 3 (Unweighted Corporate Vote – Simple Majority)****It was MOVED and SECONDED**

THAT Bylaw No. 2455.19, 2015, Electoral Area “D” Lakeshore Highlands and Heritage Hills Land Use Contract Termination and Zoning Amendment Bylaw be adopted. -

**CARRIED**

- 
2. Zoning Bylaw Amendment — K. MacRae, 66 Deans Road, Electoral Area “F”
    - a. Bylaw No. 2461.08, 2015
    - b. Public Hearing Report – January 7, 2016
    - c. Responses Received

**RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)****It was MOVED and SECONDED**

THAT the public hearing report of January 7, 2016 be received. - **CARRIED**

**RECOMMENDATION 5 (Unweighted Rural Vote – 2/3 Majority)****It was MOVED and SECONDED**

THAT Bylaw No. 2461.08, 2015, Electoral Area “F” Zoning Amendment Bylaw be read a third time and adopted. - **CARRIED**

**C. PUBLIC WORKS**

1. Apex Waste Transfer Station Lease

**It was MOVED and SECONDED**

THAT the Regional District of Okanagan-Similkameen enter into a sub-lease with Apex Mountain Resort for property to develop a Waste Transfer Station for Apex Mountain; and

THAT the Chair and CAO be authorized to execute the agreement. - **CARRIED**

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**D. FINANCE**

1. Tulameen Fire Truck Acquisition – Temporary Borrowing Bylaw 2726
  - a. Bylaw No. 2726, 2016

**RECOMMENDATION 6 (Weighted Corporate Vote – 2/3 Majority)****It was MOVED and SECONDED**

THAT Bylaw No. 2726, 2016 Tulameen Fire Truck Acquisition Temporary Borrowing Bylaw be read a first, second and third time and adopted. - **CARRIED**

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**E. OFFICE OF THE CAO**

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**F. CAO REPORTS**

- CAO Leave/ Acting Appointment
- 

**G. OTHER BUSINESS**

1. Chair's Report
- 

**2. Board Representation**

- a. Municipal Finance Authority (MFA) - *Pendergraft*
  - b. Okanagan Basin Water Board (OBWB) – *McKortoff, Martin, Waterman*
    - i. OBWB Report – December 2015
  - c. Okanagan-Kootenay Sterile Insect Release Board (SIR) - *Bush*
  - d. Okanagan Regional Library (ORL) - *Kozakevich*
  - e. Okanagan Film Commission (OFC) - *Jakubeit*
  - f. Southern Interior Beetle Action Coalition (SIBAC) - *Armitage*
  - g. Southern Interior Municipal Employers Association (SIMEA) - *Kozakevich*
  - h. Southern Interior Local Government Association (SILGA) – *Konanz*
  - i. Starling Control - *Bush*
  - j. UBC Water Chair Advisory Committee – *Bauer*
  - k. Sustainable Rural Practices Communities Committee – *McKortoff*
- 

3. Directors Motions
- 

4. Board Members Verbal Update
-

**H. ADJOURNMENT**

By consensus, the meeting adjourned at 3:27 p.m.

APPROVED:

CERTIFIED CORRECT:

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M. Pendergraft  
RDOS Board Chair

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B. Newell  
Corporate Officer

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Building Violation  
Folio: F06709.050 - Lot: A Plan: EPP5204 DL: 2695  
Civic Address: 365 Callan Road (365 Highway 97)



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### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as Lot A, Plan EPP5204, District Lot 2695, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and**

**THAT injunctive action be commenced.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No.2333.

### Background:

The Contravention of Building Regulations Report dated January 5, 2016 from the Building Official indicates that:

In 2004 building permits were issued for a single family home and detached garage on the property. In 2004 there was also a Development Variance Permit (DVP) issued to allow “6 sleeping units having a maximum of 251 m<sup>2</sup> (2701 sq. ft.)” that increased the number of allowable bed & breakfast rooms permitted under the zoning bylaw.

In 2008 a building permit was issued for a suite located above the detached garage. The suite was not permitted to contain a kitchen. The applicant has stated this is now the caretaker’s suite.

In 2013, information was received by the Regional District that commercial enterprises such as weddings, and other social “assemblies” were taking place on the property, which are not permitted under the SH2 zone. It was noted that the website advertises a full suite, including kitchen, for rent over and above the 6 B&B rooms. At a further meeting with the owner it was revealed that an office room had also been converted to be used as tourist accommodation.

In 2014, a new Commercial Tourist zone (CT5) was proposed to legitimize the existing uses and would have permitted the owner to subdivide the subject property and potentially sell off the commercial side of the property.

A rezoning application was received in January, 2014 and still stands at second reading. At first &

second reading on May 8, 2014, the following conditions were placed on the applicant by the Board:

- That prior to the public hearing a fire risk assessment including developing of an implementation strategy, be prepared by a qualified professional;
- That prior to the public hearing, a water quality and quantity report be prepared by a qualified professional confirming that the current water system can adequately provide water for the commercial operations;
- That prior to the public hearing a complete Building Permit application be submitted.

At the applicant's request, the proposed bylaw was amended to a SH2 Site Specific and went back to the Area "F" Advisory Planning Commission whom recommended that the applicant and RDOS clarify and resolve outstanding issues. The conditions originally placed were still to be fulfilled.

Several meetings, phone calls and email exchanges have occurred between the applicant and staff.

The applicant submitted a water system report completed by Rock Glen Consulting that meets one of the above requirements. A building permit application has not yet been submitted, nor has an acceptable fire assessment report been received.

Normally, a rezoning application would be returned for 'non-completion'; however, in this case, it is known that non-compliant land use activities are taking place on site and that building code violations exist.

To ensure the safety of public, several issues need to be addressed through a building permit application. The applicant will be required to submit a building permit application that supplies information on how rooms are being used, geotechnical and structural information for the swimming pool, number and type of washrooms available when holding events, and verification from a wastewater practitioner that the septic system can adequately service the number of people at an event.

In order to close the permit file the property must be rezoned to match the current and proposed use of the structures and obtain building permits for the alterations and the work done without permits.

This Building Bylaw infraction is considered to be Category 3.

A map showing the location of this property and photos of the infraction are attached.

## Analysis:

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

## Alternatives:

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

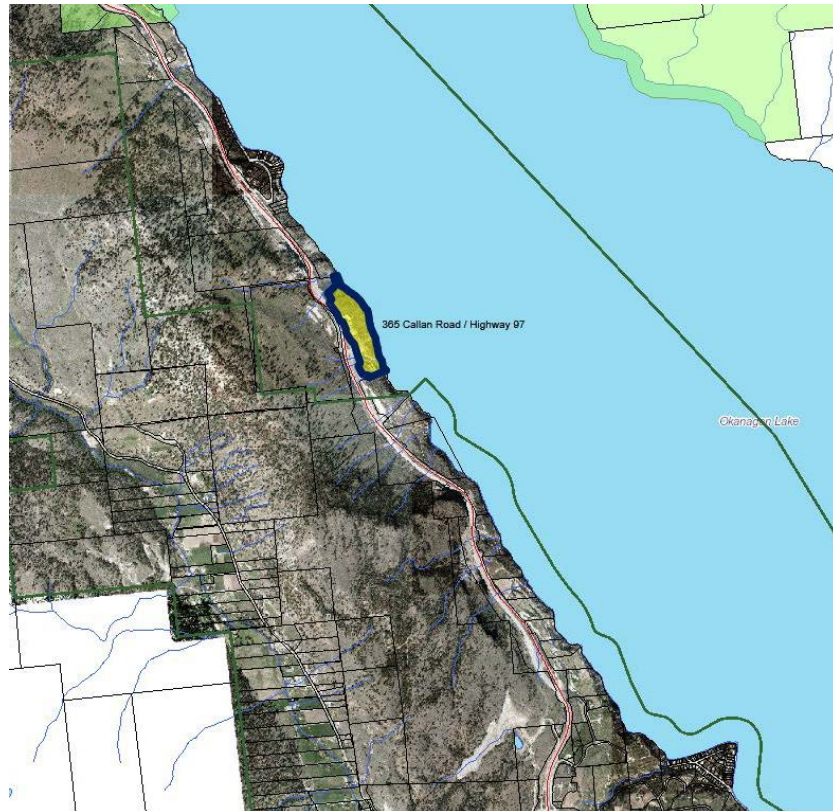
**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

## Respectfully submitted:

*"L. Walton"*

---

L. Walton, Building Department Supervisor







Viewed from north



Suite kitchen



Banquet room



Swimming pool

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Building Violation  
Folio: H6-00792.010 Lot: A Plan: KAP77345 DL: 901  
Civic Address: 100 Pasayten Valley Road (Permit #17658)



---

### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as Lot A, District Lot 901, Plan KAP77345, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and**

**THAT injunctive action be commenced.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No. 2333.

### Background:

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that Permit has expired and the final inspection has not been completed.

Building Permit # 16191 for a barn was issued on July 16/07 and it expired July 16/09. On Dec 15/09 a two year extension was issued. On June 20/11 Permit# 17658 was issued to complete the work remaining.

August 24, 2012 was the last inspection (framing). Permit expired June 20, 2013. Despite correspondence to and conversations with the owner, the permit has not been completed.

The permit has expired without required inspections. It is unknown whether there are health & safety related deficiencies. An inspection is also needed to confirm the barn is not a residential unit.

The owner has also constructed a deck addition to this building which is in the riparian area and was done without a building permit. This deck is the subject of a separate enforcement action.

In order to close the permit file a Final Inspection must be done and passed.

This Building Bylaw infraction is considered to be Category 3.

A map showing the location of this property and a photo of the infraction are attached.

**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

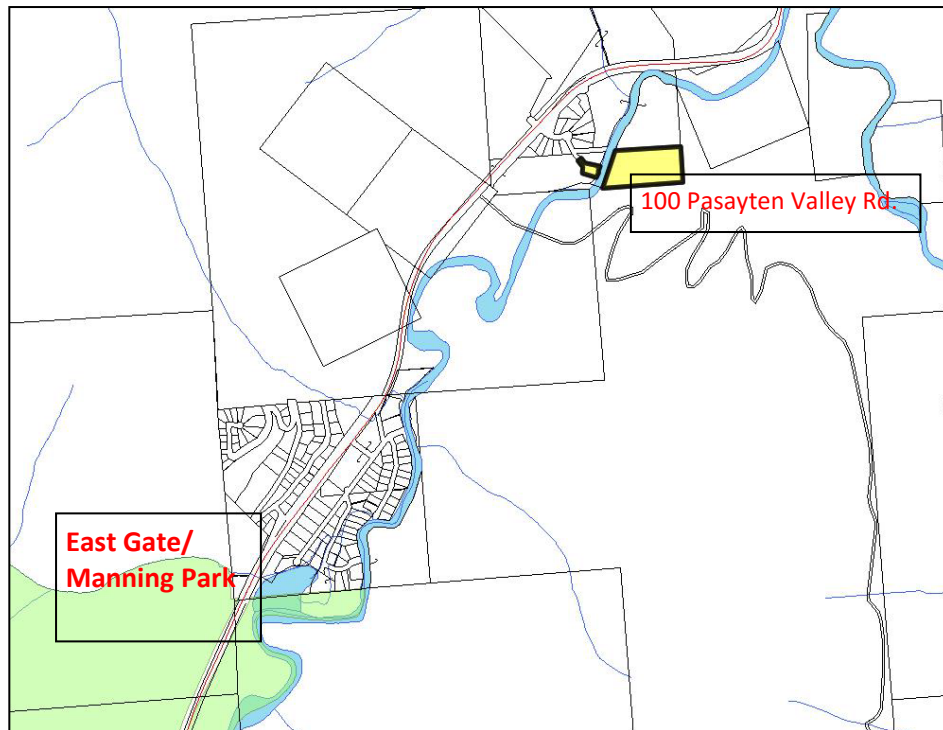
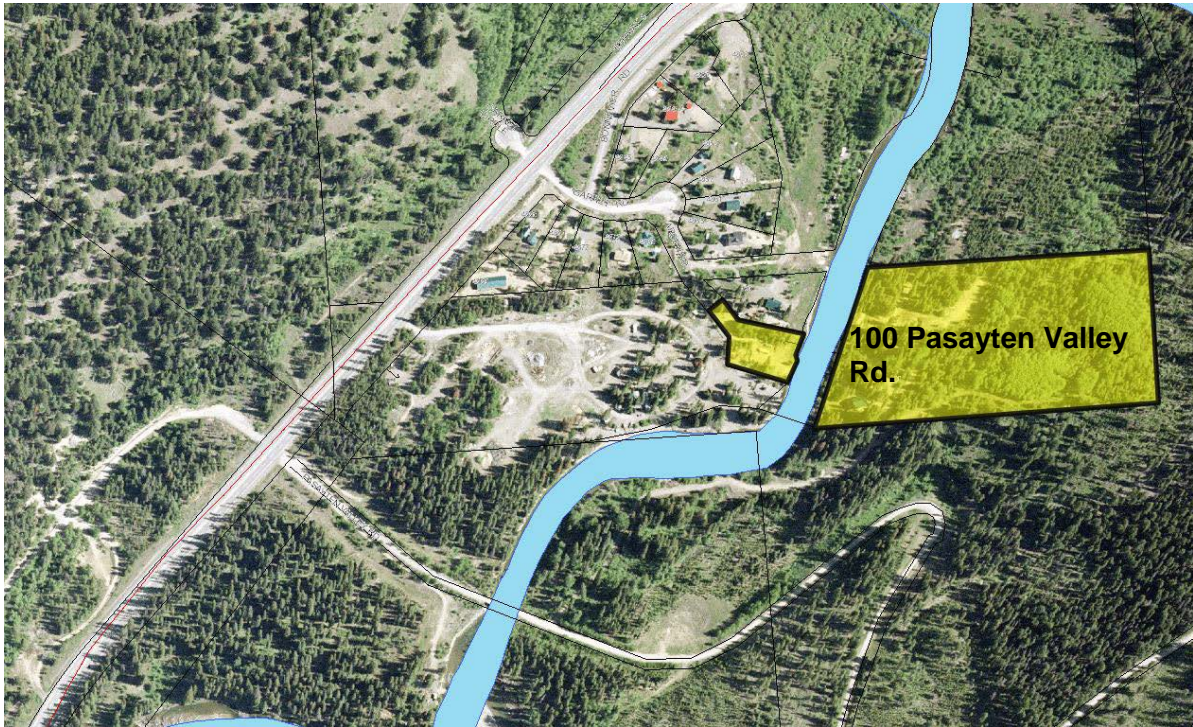
**Respectfully submitted:**

*“L. Walton”*

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L. Walton, Building Department Supervisor





## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 25, 2016  
**RE:** Building Violation  
Folio: H6-00792.010 Lot: A Plan: KAP77345 DL: 901  
Civic Address: 100 Pasayten Valley Road (BWOP deck)



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### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as Lot A, District Lot 901, Plan KAP77345, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and**

**THAT injunctive action be commenced.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No.2333.

### Background:

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that the owner has constructed a deck addition to a barn without a building permit. The deck is within a Riparian Area and requires a Watercourse Development Permit before a building permit can be issued.

The barn has an expired building permit and is also the subject of an enforcement action.

This deck is attached to the barn and does not have the required handrails & guards. The deficiencies are health & safety related. The owner was notified by letter on December 17, 2014 that the deck requires a building permit and Watercourse Development Permit (WDP).

In order to close the permit file a WDP and a building permit must be issued and all related inspections approved.

This Building Bylaw infraction is considered to be Category 3.

A map showing the location of this property and a photo of the infraction are attached.

**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

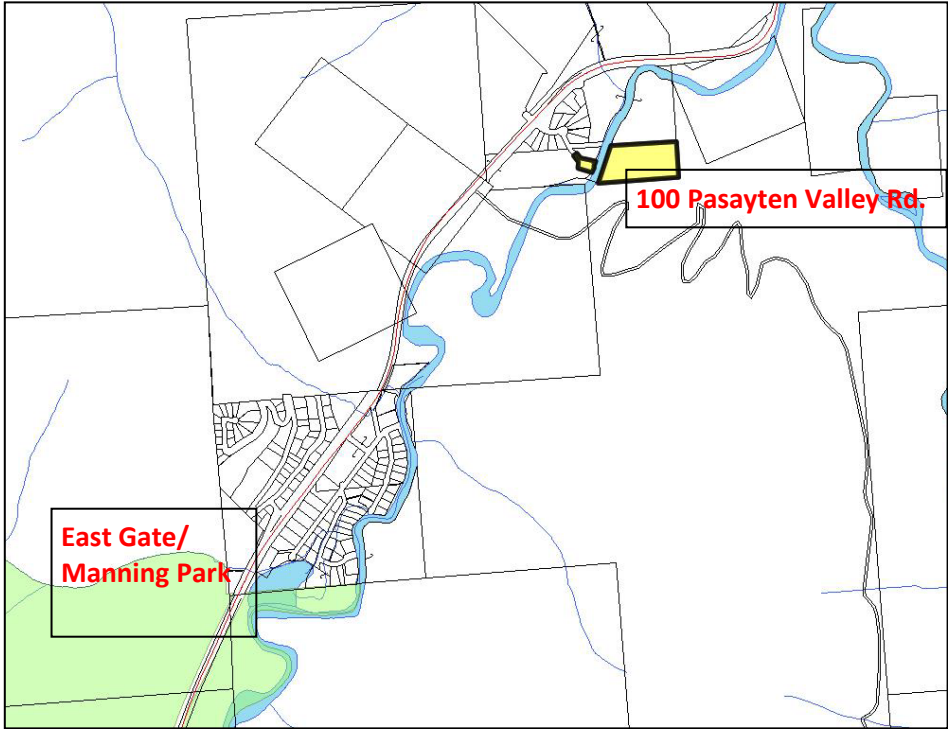
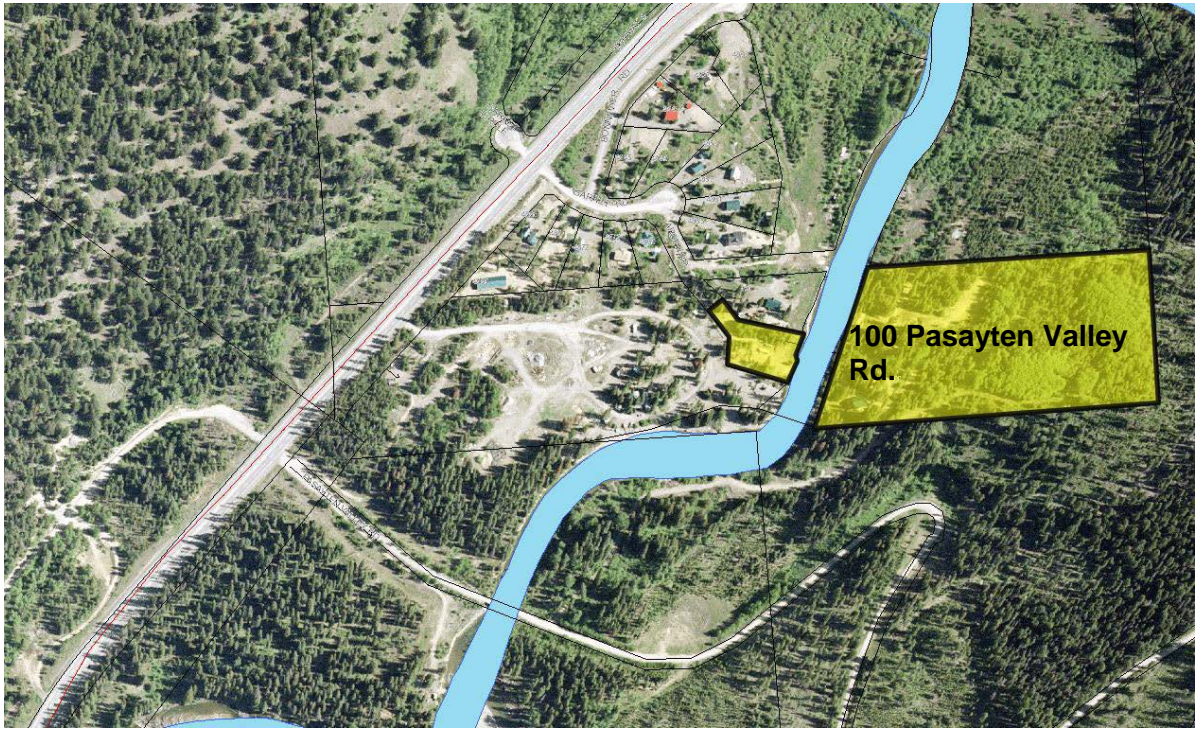
**Respectfully submitted:**

*“L. Walton”*

---

L. Walton, Building Department Supervisor





## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Building Violation  
Folio: H6-00882.050 Lot: Plan: E8953 DL: 1009  
Civic Address: 1815 Highway 5A



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### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as That Part of District Lot 1009 Outlined Red on Plan E8953, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No. 2333.

### Background:

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that a carport was built without a permit in the Riparian area.

On November 15, 2012 a Stop Work Notice was placed on a detached carport in a Riparian area, built without a valid building permit. Letter sent November 15, 2012 requesting a building permit and Watercourse Development Permit (WDP) be applied for. Second letter was sent January 21, 2013 and the Final Notice sent January 7, 2014. On January 31, 2014 the owners applied for a WDP. On March 10, 2014 a copy of the Highway Access permit from Ministry of Transportation was received. On October 28, 2014 the WDP was approved.

November 18, 2014 letter sent requesting a Building Permit application by December 16, 2014 or matter would be referred to the Board.

In order to close the permit file a building permit would have to be issued and inspections passed.

This Building Bylaw infraction is considered to be Category 2 as there are no health & safety concerns.

A map showing the location of this property and a photo of the infraction are attached.



**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction deficiencies on this property which are not a health and safety concern, a Notice on Title is recommended by staff. The Notice on Title advises the current and future owners of the deficiency and protects the RDOS from liability.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

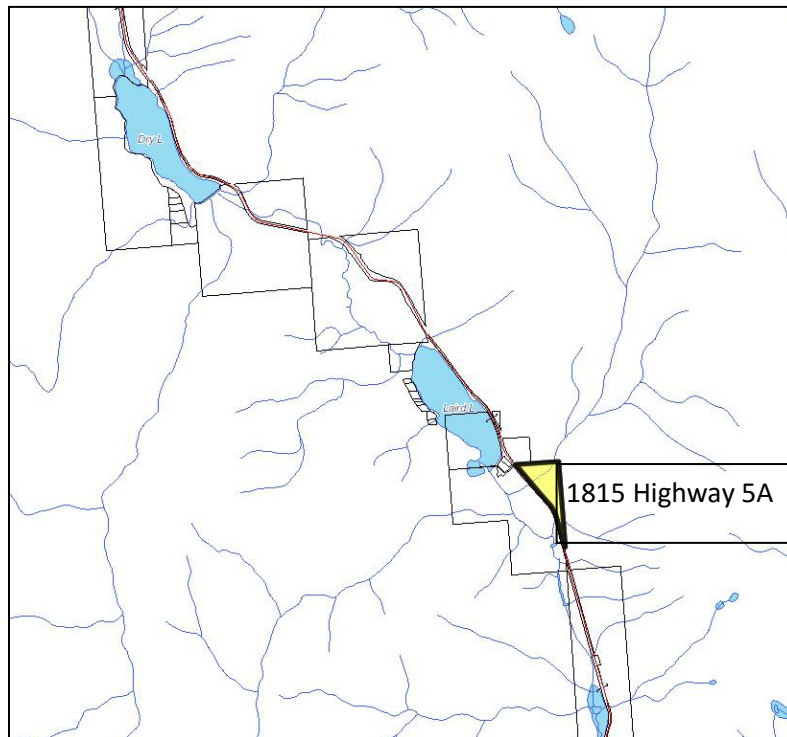
**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

**Respectfully submitted:**

*“L. Walton”*

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L. Walton, Building Department Supervisor





H-00882.050  
1815 Highway 5A  
November 15, 2012

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Building Violation  
Folio: H-01115.600 Lot: 6 Plan: 32438 DL: 2089  
Civic Address: 5341 Princeton - Summerland Road  
(Permit #17508)



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### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as Lot 6, District Lot 2089, Plan 32438, KDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and**

**THAT injunctive action be commenced.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No. 2333.

### Background:

The Contravention of Building Regulations Report dated December 2, 2015 from the Building Official indicates that Permit has expired and required inspections have not been completed and required Schedule C from the professional engineer has not been received.

Building Permit #15823 was issued October 4, 2006 for a single family dwelling. This permit was extended and expired on October 4, 2010. A completion Permit #17508 was issued on February 7, 2011. It was also extended and expired on February 7, 2014. Despite correspondence with the owners, the permit has not been completed.

The last inspection of the project was for insulation and vapour barrier in March 2009. A site visit was conducted in April 2012 which indicated work was ongoing. The permit has expired without required inspections, although it appears complete. It is unknown whether there are health & safety related deficiencies.

In order to close the permit file a new permit must be issued to complete any deficiencies and a safety inspection to allow the owners to occupy the dwelling and receipt of the professional engineer's Schedule C as sent out in the permit conditions.

This Building Bylaw infraction is considered to be Category 3.

A map showing the location of this property is attached.

**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

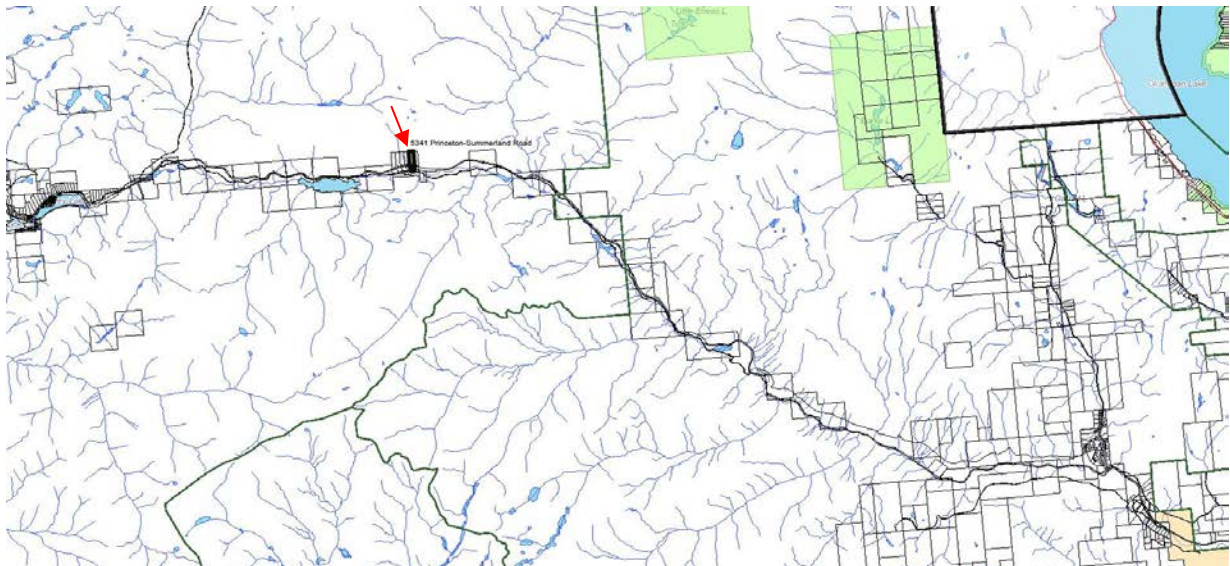
**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

**Respectfully submitted:**

*“L. Walton”*

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L. Walton, Building Department Supervisor





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## **REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

### **Corporate Services Committee**

Thursday, January 21, 2016

12:15 pm

## **Minutes**

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#### **MEMBERS PRESENT:**

Chair M. Pendergraft, Electoral Area "A"  
Vice Chair A. Jakubeit, City of Penticton  
Director F. Armitage, Town of Princeton  
Director M. Bauer, Village of Keremeos  
Director M. Brydon, Electoral Area "F"  
Director G. Bush, Electoral Area "B"  
Director R. Mayer, Alt. Electoral Area "G"  
Director B. Coyne, Electoral Area "H"

Director R. Hovanes, Town of Oliver  
Director H. Konanz, City of Penticton  
Director K. Kozakevich, Electoral Area "E"  
Director A. Martin, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director R. Knodel, Alt. Electoral Area "C"  
Director J. Sentes, City of Penticton  
Director T. Siddon, Electoral Area "D"  
Director P. Waterman, District of Summerland

#### **MEMBERS ABSENT:**

Director T. Schafer, Electoral Area "C"  
Director E. Christensen, Electoral Area "G"

Director T. Boot, District of Summerland

#### **STAFF PRESENT:**

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

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#### **A. APPROVAL OF AGENDA**

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

THAT the agenda for the Corporate Services Committee Meeting of January 21, 2016 be adopted. - **CARRIED**

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#### **B. SILGA Resolutions**

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

THAT the Board of Directors support the Village of Keremeos resolution to SILGA regarding a funding model for libraries in rural areas and the resolution from the City of West Kelowna regarding amendments to the Off Road Vehicles Act.

##### **CARRIED**

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

THAT the Board of Directors provide a recommendation to the Southern Interior Local Government Association (SILGA) requesting that SILGA undertake the process to become a registered intervenor for the 2018 Fortis Rate Application.

##### **CARRIED**

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The Committee recessed at 1:02 p.m.  
The Committee reconvened at 1:50 p.m.

---

**C. Board Policy Review**

1. Fees Exempt Staff Policy
2. Flood Hazard Exemption Policy

The Committee was advised that the Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy and Delegation Authorization for Flood Hazard Exemption Covenants policy were outdated and should be rescinded.

**RECOMMENDATION 1**

**It was MOVED and SECONDED**

THAT the Board of Directors rescind Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy (P2630-00.04) and Delegation Authorization for Flood Hazard Exemption Covenants policy (P5225-00.07). - **CARRIED**

---

**D. Cultural Change Program – For Information Only**

1. 2015 Perception Survey Results
-

Due to time constraints, the following items were postponed to the next Corporate Services Committee meeting:

- E. Report on Outstanding Board Action Items as of December 16, 2015**
  - F. Fourth Quarter Activity Report**
  - G. Q4-2015 Corporate Action Plan**
  - H. 2015 Performance Plan**
  - I. 2016 Corporate Action Plan**
- 

**J. ADJOURNMENT**

By consensus, the meeting adjourned at 2:48 p.m.

APPROVED:

CERTIFIED CORRECT:

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M. Pendergraft  
RDOS Board Chair

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B. Newell  
Corporate Officer



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# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## Community Services Committee

Thursday, January 21, 2016

11:11 am

## Minutes

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### MEMBERS PRESENT:

Chair K. Kozakevich, Electoral Area "E"  
Vice Chair R. Hovanes, Town of Oliver  
Director F. Armitage, Town of Princeton  
Director M. Bauer, Village of Keremeos  
Director M. Brydon, Electoral Area "F"  
Director G. Bush, Electoral Area "B"  
Director R. Mayer, Alt. Electoral Area "G"  
Director B. Coyne, Electoral Area "H"

Director A. Jakubeit, City of Penticton  
Director H. Konanz, City of Penticton  
Director A. Martin, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director M. Pendergraft, Electoral Area "A"  
Director R. Knodel, Alt. Electoral Area "C"  
Director J. Sentes, City of Penticton  
Director T. Siddon, Electoral Area "D"  
Director P. Waterman, District of Summerland

### MEMBERS ABSENT:

Director T. Schafer, Electoral Area "C"  
Director E. Christensen, Electoral Area "G"

Director T. Boot, District of Summerland

### STAFF PRESENT:

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

M. Woods, Manager of Community Services

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### A. APPROVAL OF AGENDA

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

THAT the agenda of the Community Services Committee meeting of January 21, 2016 be amended by bringing forward Item C Trail Development before Item B Activity Report. - **CARRIED**

---

### C. [Trail Development](#)

#### **RECOMMENDATION 1**

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

THAT the Board of Directors decline the invitation to participate in funding a Master Plan for a Summerland to Penticton Multi-Use Trail in partnership with the Province of BC. - **CARRIED**

Opposed: Director Martin

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**B. Fourth Quarter Activity Report – For Information Only**

The Committee was advised of the activities that occurred in the fourth quarter of 2015 and the planned activities for the first quarter of 2016.

---

**D. ADJOURNMENT**

By consensus, the Community Services Committee meeting of January 21, 2016 adjourned at 11:47 a.m.

APPROVED:

CERTIFIED CORRECT:

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K. Kozakevich  
Community Services Committee Chair

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B. Newell  
Chief Administrative Officer



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## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

### Environment and Infrastructure Committee

Thursday, January 21, 2016

11:47 am

## Minutes

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#### MEMBERS PRESENT:

Chair T. Siddon, Electoral Area "D"	Director R. Hovanes, Town of Oliver
Vice Chair K. Kozakevich, Electoral Area "E"	Director A. Jakubeit, City of Penticton
Director F. Armitage, Town of Princeton	Director H. Konanz, City of Penticton
Director M. Bauer, Village of Keremeos	Director A. Martin, City of Penticton
Director M. Brydon, Electoral Area "F"	Director S. McKortoff, Town of Osoyoos
Director G. Bush, Electoral Area "B"	Director M. Pendergraft, Electoral Area "A"
Director R. Mayer, Alt. Electoral Area "G"	Director R. Knodel, Alt. Electoral Area "C"
Director B. Coyne, Electoral Area "H"	Director J. Sentes, City of Penticton
	Director P. Waterman, District of Summerland

#### MEMBERS ABSENT:

Director T. Schafer, Electoral Area "C"	Director T. Boot, District of Summerland
Director E. Christensen, Electoral Area "G"	

#### STAFF PRESENT:

B. Newell, Chief Administrative Officer	R. Huston, Public Works Manager
C. Malden, Manager of Legislative Services	

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The meeting was chaired by Vice Chair Kozakevich.

#### A. APPROVAL OF AGENDA

##### It was MOVED and SECONDED

THAT the agenda of the Environment and Infrastructure Committee meeting of January 21, 2016 be adopted. - CARRIED

---

#### B. Public Works – Fourth Quarter Activity Report – For Information Only

The Committee was advised of the activities of the fourth quarter of 2015 and the planned activities for the first quarter of 2016.

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#### C. ADJOURNMENT

By consensus, the Environment and Infrastructure Committee meeting of January 21, 2016 adjourned at 11:05 a.m.

APPROVED:

CERTIFIED CORRECT:

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T. Siddon  
Environment and Infrastructure Committee Chair

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B. Newell  
Chief Administrative Officer



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## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

### Planning and Development Committee

Thursday, January 7, 2016

9:00 am

## Minutes

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#### MEMBERS PRESENT:

Chair M. Brydon, Electoral Area "F"  
Vice Chair G. Bush, Electoral Area "B"  
Director F. Armitage, Town of Princeton  
Director M. Bauer, Village of Keremeos  
Director R. Mayer, Alt. Electoral Area "G"  
Director B. Coyne, Electoral Area "H"  
Director R. Hovanes, Town of Oliver  
Director A. Jakubeit, City of Penticton

Director K. Kozakevich, Electoral Area "E"  
Director H. Konanz, City of Penticton  
Director A. Martin, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director M. Pendergraft, Electoral Area "A"  
Director R. Knodel, Alt. Electoral Area "C"  
Director J. Sentes, City of Penticton  
Director T. Siddon, Electoral Area "D"  
Director P. Waterman, District of Summerland

#### MEMBERS ABSENT:

Director T. Schafer, Electoral Area "C"  
Director T. Boot, District of Summerland

Director E. Christensen, Electoral Area "G"

#### STAFF PRESENT:

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

C. Garrish, Planning Supervisor  
D. Butler, Manager of Development Services

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#### A. APPROVAL OF AGENDA

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

THAT the agenda of the Planning and Development Committee meeting of January 21, 2016 be adopted. - **CARRIED**

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#### B. Okanagan Falls – Highway Commercial (C4) Zone Update

The Committee was advised that staff seek direction regarding a proposed update to the Highway Commercial (C4) Zone in Okanagan Falls.

##### **RECOMMENDATION 1**

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

THAT the Board of Directors resolve to initiate an amendment bylaw to the Electoral Area "D" Zoning No. 2455, 2008, in order to update the commercial zones. - **CARRIED**

---

**C. Review of Board Policies – Land Use Bylaw Disclosure Policy**

The Committee was provided an overview of the Board's current Land Use Bylaw Disclosure Policy.

**RECOMMENDATION 2****It was MOVED and SECONDED**

THAT the Board of Directors rescind RDOS Policy No. P6410-00.06 (Land Use Bylaw Disclosure Policy); AND,

THAT the Board of Directors adopt the Land Use Bylaw Transition Policy. - **CARRIED**

---

**D. Review of Board Policies – Manufactured Home Park Redevelopment**

The Committee was provided an overview of the current Manufactured Home Park Redevelopment policy.

**RECOMMENDATION 3****It was MOVED and SECONDED**

THAT administration be directed to bring forward a draft Manufactured Home Park Redevelopment Policy based on discussion at January 21, 2016 Committee. - **CARRIED**

---

**E. Temporary Use Permit Application Fees — Vacation Rental Uses**

The Committee was provided an overview of Temporary Use Permits issued for vacation rental uses in 2015.

**RECOMMENDATION 4****It was MOVED and SECONDED**

THAT the Board of Directors direct staff to include a reduced fee of \$350.00 for vacation rental Temporary Use Permit applications submitted prior to December 31, 2016. -

**CARRIED**

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**F. Lean Kaizen – Review of the Public Hearing Process**

The Committee was provided an overview of the proposed changes to the public hearing process.

**RECOMMENDATION 5****It was MOVED and SECONDED**

THAT the Board of Directors approve a trial process to review options for the scheduling of public hearings related to land use bylaw amendments. - **CARRIED**

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**G. Fourth Quarter Activity Report – For Information Only**

The Committee was advised of the activities that occurred in the fourth quarter of 2015 and the planned activities for the first quarter of 2016.

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**H. ADJOURNMENT**

By consensus, the Planning and Development Committee meeting of January 21, 2016 adjourned at 10:10 a.m.

APPROVED:

CERTIFIED CORRECT:

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M. Brydon  
Planning and Development Committee Chair

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B. Newell  
Corporate Officer



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# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## Protective Services Committee

Thursday, January 21, 2016

10:22 am

## Minutes

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### MEMBERS PRESENT:

Chair A. Jakubeit, City of Penticton	Director R. Knodel, Alt. Electoral Area "C"
Director F. Armitage, Town of Princeton	Director H. Konanz, City of Penticton
Director M. Bauer, Village of Keremeos	Director K. Kozakevich, Electoral Area "E"
Director T. Boot, District of Summerland	Director A. Martin, City of Penticton
Director M. Brydon, Electoral Area "F"	Director S. McKortoff, Town of Osoyoos
Director G. Bush, Electoral Area "B"	Director M. Pendergraft, Electoral Area "A"
Director R. Mayer, Alt. Electoral Area "G"	Director J. Sentes, City of Penticton
Director B. Coyne, Electoral Area "H"	Director T. Siddon, Electoral Area "D"
Director R. Hovanes, Town of Oliver	Director P. Waterman, District of Summerland

### MEMBERS ABSENT:

Vice Chair T. Schafer, Electoral Area "C"	Director E. Christensen, Electoral Area "G"
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### STAFF PRESENT:

B. Newell, Chief Administrative Officer	M. Woods, Manager of Community Services
C. Malden, Manager of Legislative Services	

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### A. APPROVAL OF AGENDA

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

THAT the agenda of the Protective Services Committee meeting of January 21, 2016 be adopted. -**CARRIED**

---

### B. DELEGATION -

Superintendent Kevin Hewco, RCMP  
Superintendent Hewco presented his fourth quarter report.

<a href="#">Penticton</a>	<a href="#">Keremeos</a>
<a href="#">Summerland</a>	<a href="#">Princeton</a>
<a href="#">Oliver</a>	<a href="#">Electoral Area D</a>
<a href="#">Osoyoos</a>	<a href="#">Electoral Area E</a>
<a href="#">map</a>	

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### C. Fourth Quarter Activity Report – For Information Only

The Committee was advised of the activities of the fourth quarter of 2015 and the planned activities for the first quarter of 2016.

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**D. ADJOURNMENT**

By consensus, the Protective Services Committee meeting of January 21, 2016 adjourned at 11:09 a.m.

APPROVED:

CERTIFIED CORRECT:

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A. Jakubeit  
Protective Services Committee Chair

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B. Newell  
Chief Administrative Officer





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## **REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

### **BOARD of DIRECTORS MEETING**

Minutes of the Board Meeting of the Regional District of Okanagan-Similkameen (RDOS) Board of Directors held at 3:01 p.m. Thursday, January 21, 2016 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

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#### **MEMBERS PRESENT:**

Chair M. Pendergraft, Electoral Area "A"  
Vice Chair A. Jakubeit, City of Penticton  
Director F. Armitage, Town of Princeton  
Director M. Bauer, Village of Keremeos  
Director M. Brydon, Electoral Area "F"  
Director G. Bush, Electoral Area "B"  
Director R. Mayer, Alt. Electoral Area "G"  
Director B. Coyne, Electoral Area "H"

Director R. Hovanes, Town of Oliver  
Director H. Konanz, City of Penticton  
Director K. Kozakevich, Electoral Area "E"  
Director A. Martin, City of Penticton  
Director S. McKortoff, Town of Osoyoos  
Director R. Knodel, Alt. Electoral Area "C"  
Director J. Sentes, City of Penticton  
Director T. Siddon, Electoral Area "D"  
Director P. Waterman, District of Summerland

#### **MEMBERS ABSENT:**

Director T. Schafer, Electoral Area "C"  
Director E. Christensen, Electoral Area "G"

Director T. Boot, District of Summerland

#### **STAFF PRESENT:**

B. Newell, Chief Administrative Officer  
C. Malden, Manager of Legislative Services  
D. Butler, Manager of Development Services  
R. Huston, Manager of Public Works

S. Croteau, Manager of Finance  
C. Garrish, Planning Supervisor  
C. Baughen, Solid Waste Management Coordinator

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#### **A. APPROVAL OF AGENDA**

##### **RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)**

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

That the [Agenda](#) for the RDOS Board Meeting of January 21, 2016 be adopted as amended by removing the proposed recommendation "That the Regional District Board remain a member of the Southern Interior Beetle Action Coalition (SIBAC) and provide \$5,000 in funding for the 2016/2017 fiscal year" in the Corporate Services Committee minutes from the Consent Agenda. - **CARRIED**

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**1. Consent Agenda – Corporate Issues****a. Corporate Services Committee – January 7, 2016**

*THAT the Minutes of the January 7, 2016 Corporate Services Committee be received.*

*THAT the Board/Chair evaluation question set, as detailed on the January 7, 2015 Corporate Services meeting be approved.*

*THAT the matter of funding for the Southern Interior Beetle Action Coalition (SIBAC) be deferred until SIBAC representatives present to the board.*

**b. Environment and Infrastructure Committee – January 7, 2016**

*THAT the Minutes of the January 7, 2016 Environment and Infrastructure Committee be received.*

**c. Planning and Development Committee – January 7, 2016**

*THAT the Minutes of the January 7, 2016 Planning and Development Committee be received.*

**d. Protective Services Committee – January 7, 2016**

*THAT the Minutes of the January 7, 2016 Protective Services Committee be received.*

*THAT the Board of Directors request that the time period for applications for funding to the Fish and Wildlife Branch's Urban Deer Management program be extended from January 8, 2016 for an additional 60 days; and further,*

*THAT the letter also include the Board's displeasure with the process and timeline of the grant program.*

*THAT the Board of Directors continue to pursue a deer management program, and that a sub-regional service be created.*

**e. RDOS Regular Board Meeting – January 7, 2016**

*THAT the minutes of the January 7, 2016 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**

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**B. DEVELOPMENT SERVICES – Rural Land Use Matters**

1. Land Use Contract Discharge and Termination; and Heritage Hills and Lakeshore Highlands, Electoral Area “D-2”
  - a. Bylaw No. 2455.19, 2015.

**RECOMMENDATION 3 (Unweighted Corporate Vote – Simple Majority)****It was MOVED and SECONDED**

THAT Bylaw No. 2455.19, 2015, Electoral Area “D” Lakeshore Highlands and Heritage Hills Land Use Contract Termination and Zoning Amendment Bylaw be adopted. -

**CARRIED**

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2. Zoning Bylaw Amendment — K. MacRae, 66 Deans Road, Electoral Area “F”
  - a. Bylaw No. 2461.08, 2015
  - b. Public Hearing Report – January 7, 2016
  - c. Responses Received

**RECOMMENDATION 4 (Unweighted Corporate Vote – Simple Majority)****It was MOVED and SECONDED**

THAT the public hearing report of January 7, 2016 be received. - **CARRIED**

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**RECOMMENDATION 5 (Unweighted Rural Vote – 2/3 Majority)****It was MOVED and SECONDED**

THAT Bylaw No. 2461.08, 2015, Electoral Area “F” Zoning Amendment Bylaw be read a third time and adopted. - **CARRIED**

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**C. PUBLIC WORKS**

1. Apex Waste Transfer Station Lease

**It was MOVED and SECONDED**

THAT the Regional District of Okanagan-Similkameen enter into a sub-lease with Apex Mountain Resort for property to develop a Waste Transfer Station for Apex Mountain; and

THAT the Chair and CAO be authorized to execute the agreement. - **CARRIED**

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**D. FINANCE**

1. Tulameen Fire Truck Acquisition – Temporary Borrowing Bylaw 2726
  - a. Bylaw No. 2726, 2016

**RECOMMENDATION 6 (Weighted Corporate Vote – 2/3 Majority)****It was MOVED and SECONDED**

THAT Bylaw No. 2726, 2016 Tulameen Fire Truck Acquisition Temporary Borrowing Bylaw be read a first, second and third time and adopted. - **CARRIED**

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**E. OFFICE OF THE CAO**

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**F. CAO REPORTS**

- CAO Leave/ Acting Appointment
- 

**G. OTHER BUSINESS**

1. Chair's Report
- 

**2. Board Representation**

- a. Municipal Finance Authority (MFA) - *Pendergraft*
  - b. Okanagan Basin Water Board (OBWB) – *McKortoff, Martin, Waterman*
    - i. OBWB Report – December 2015
  - c. Okanagan-Kootenay Sterile Insect Release Board (SIR) - *Bush*
  - d. Okanagan Regional Library (ORL) - *Kozakevich*
  - e. Okanagan Film Commission (OFC) - *Jakubeit*
  - f. Southern Interior Beetle Action Coalition (SIBAC) - *Armitage*
  - g. Southern Interior Municipal Employers Association (SIMEA) - *Kozakevich*
  - h. Southern Interior Local Government Association (SILGA) – *Konanz*
  - i. Starling Control - *Bush*
  - j. UBC Water Chair Advisory Committee – *Bauer*
  - k. Sustainable Rural Practices Communities Committee – *McKortoff*
- 

3. Directors Motions
- 

4. Board Members Verbal Update
-

**H. ADJOURNMENT**

By consensus, the meeting adjourned at 3:27 p.m.

APPROVED:

CERTIFIED CORRECT:

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M. Pendergraft  
RDOS Board Chair

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B. Newell  
Corporate Officer

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Building Violation  
Folio: F06709.050 - Lot: A Plan: EPP5204 DL: 2695  
Civic Address: 365 Callan Road (365 Highway 97)



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### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as Lot A, Plan EPP5204, District Lot 2695, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and**

**THAT injunctive action be commenced.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No.2333.

### Background:

The Contravention of Building Regulations Report dated January 5, 2016 from the Building Official indicates that:

In 2004 building permits were issued for a single family home and detached garage on the property. In 2004 there was also a Development Variance Permit (DVP) issued to allow “6 sleeping units having a maximum of 251 m<sup>2</sup> (2701 sq. ft.)” that increased the number of allowable bed & breakfast rooms permitted under the zoning bylaw.

In 2008 a building permit was issued for a suite located above the detached garage. The suite was not permitted to contain a kitchen. The applicant has stated this is now the caretaker’s suite.

In 2013, information was received by the Regional District that commercial enterprises such as weddings, and other social “assemblies” were taking place on the property, which are not permitted under the SH2 zone. It was noted that the website advertises a full suite, including kitchen, for rent over and above the 6 B&B rooms. At a further meeting with the owner it was revealed that an office room had also been converted to be used as tourist accommodation.

In 2014, a new Commercial Tourist zone (CT5) was proposed to legitimize the existing uses and would have permitted the owner to subdivide the subject property and potentially sell off the commercial side of the property.

A rezoning application was received in January, 2014 and still stands at second reading. At first &

second reading on May 8, 2014, the following conditions were placed on the applicant by the Board:

- That prior to the public hearing a fire risk assessment including developing of an implementation strategy, be prepared by a qualified professional;
- That prior to the public hearing, a water quality and quantity report be prepared by a qualified professional confirming that the current water system can adequately provide water for the commercial operations;
- That prior to the public hearing a complete Building Permit application be submitted.

At the applicant's request, the proposed bylaw was amended to a SH2 Site Specific and went back to the Area "F" Advisory Planning Commission whom recommended that the applicant and RDOS clarify and resolve outstanding issues. The conditions originally placed were still to be fulfilled.

Several meetings, phone calls and email exchanges have occurred between the applicant and staff.

The applicant submitted a water system report completed by Rock Glen Consulting that meets one of the above requirements. A building permit application has not yet been submitted, nor has an acceptable fire assessment report been received.

Normally, a rezoning application would be returned for 'non-completion'; however, in this case, it is known that non-compliant land use activities are taking place on site and that building code violations exist.

To ensure the safety of public, several issues need to be addressed through a building permit application. The applicant will be required to submit a building permit application that supplies information on how rooms are being used, geotechnical and structural information for the swimming pool, number and type of washrooms available when holding events, and verification from a wastewater practitioner that the septic system can adequately service the number of people at an event.

In order to close the permit file the property must be rezoned to match the current and proposed use of the structures and obtain building permits for the alterations and the work done without permits.

This Building Bylaw infraction is considered to be Category 3.

A map showing the location of this property and photos of the infraction are attached.

**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

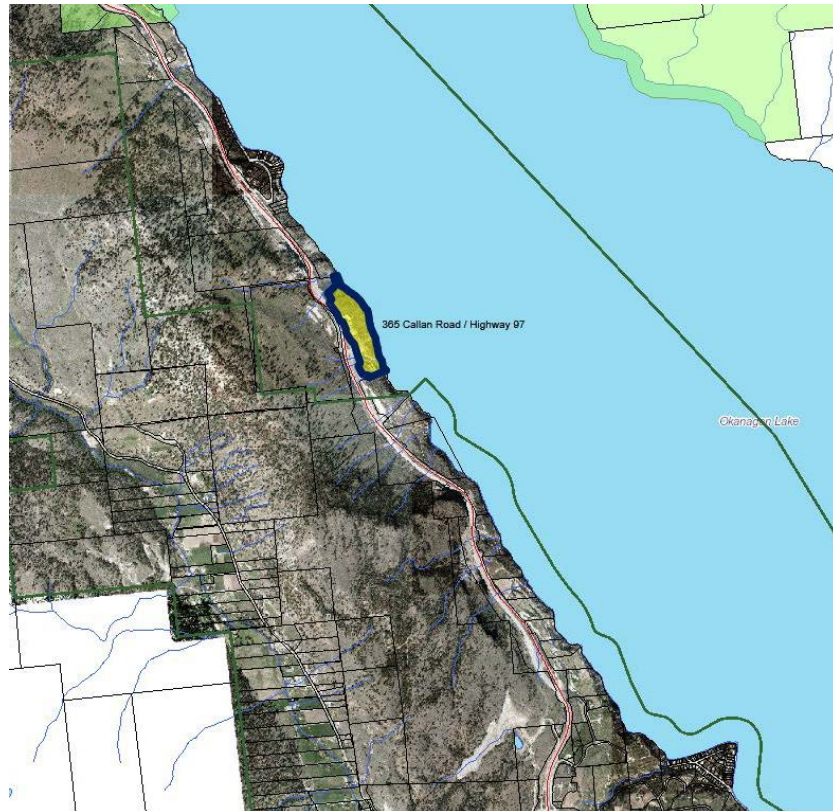
**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

**Respectfully submitted:**

*“L. Walton”*

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L. Walton, Building Department Supervisor







Viewed from north



Suite kitchen



Banquet room



Swimming pool

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Building Violation  
Folio: H6-00792.010 Lot: A Plan: KAP77345 DL: 901  
Civic Address: 100 Pasayten Valley Road (Permit #17658)



---

### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as Lot A, District Lot 901, Plan KAP77345, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and**

**THAT injunctive action be commenced.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No. 2333.

### Background:

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that Permit has expired and the final inspection has not been completed.

Building Permit # 16191 for a barn was issued on July 16/07 and it expired July 16/09. On Dec 15/09 a two year extension was issued. On June 20/11 Permit# 17658 was issued to complete the work remaining.

August 24, 2012 was the last inspection (framing). Permit expired June 20, 2013. Despite correspondence to and conversations with the owner, the permit has not been completed.

The permit has expired without required inspections. It is unknown whether there are health & safety related deficiencies. An inspection is also needed to confirm the barn is not a residential unit.

The owner has also constructed a deck addition to this building which is in the riparian area and was done without a building permit. This deck is the subject of a separate enforcement action.

In order to close the permit file a Final Inspection must be done and passed.

This Building Bylaw infraction is considered to be Category 3.

A map showing the location of this property and a photo of the infraction are attached.

**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

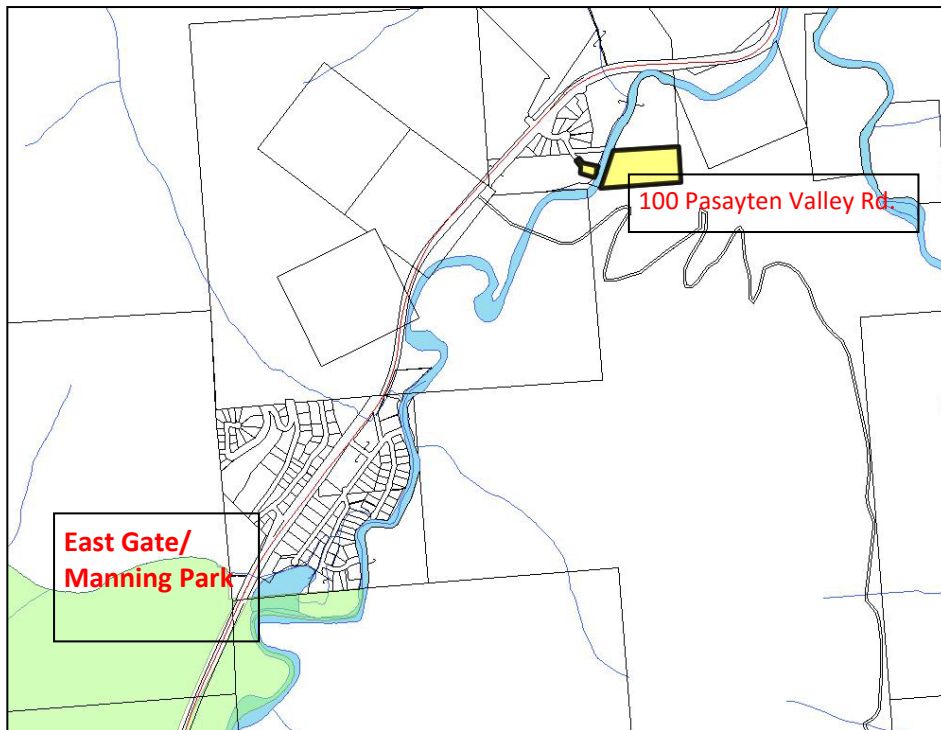
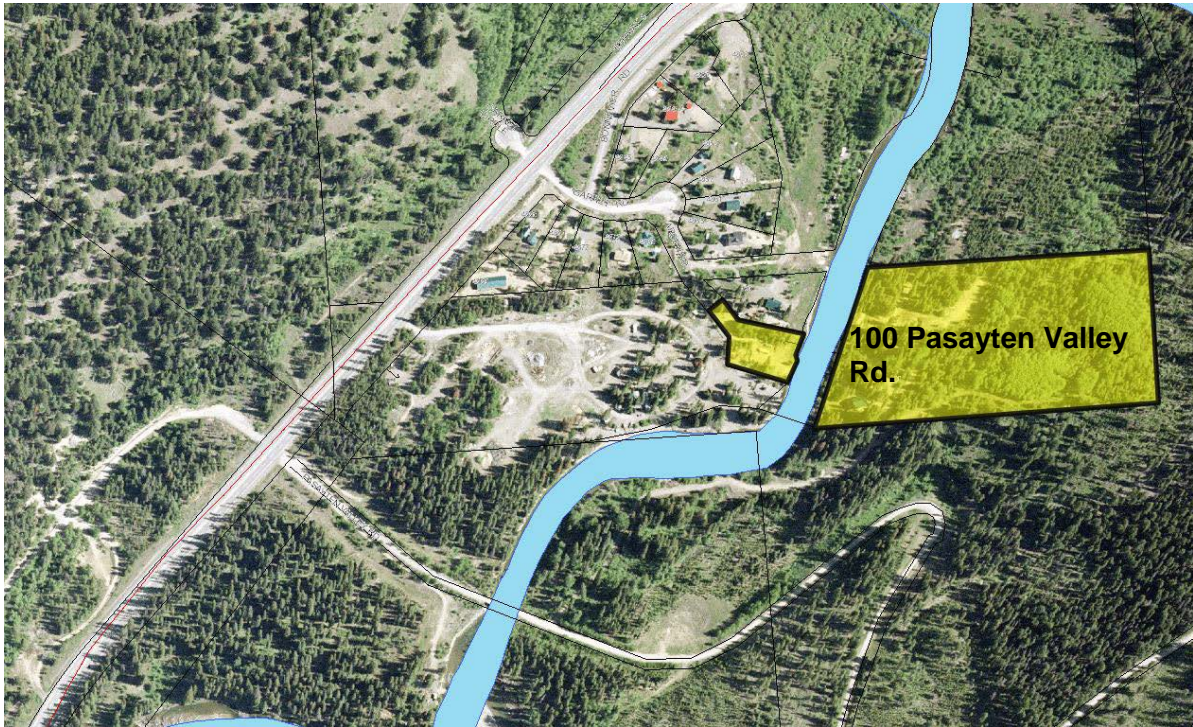
**Respectfully submitted:**

*“L. Walton”*

---

L. Walton, Building Department Supervisor





## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 25, 2016  
**RE:** Building Violation  
Folio: H6-00792.010 Lot: A Plan: KAP77345 DL: 901  
Civic Address: 100 Pasayten Valley Road (BWOP deck)



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### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as Lot A, District Lot 901, Plan KAP77345, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and**

**THAT injunctive action be commenced.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No.2333.

### Background:

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that the owner has constructed a deck addition to a barn without a building permit. The deck is within a Riparian Area and requires a Watercourse Development Permit before a building permit can be issued.

The barn has an expired building permit and is also the subject of an enforcement action.

This deck is attached to the barn and does not have the required handrails & guards. The deficiencies are health & safety related. The owner was notified by letter on December 17, 2014 that the deck requires a building permit and Watercourse Development Permit (WDP).

In order to close the permit file a WDP and a building permit must be issued and all related inspections approved.

This Building Bylaw infraction is considered to be Category 3.

A map showing the location of this property and a photo of the infraction are attached.

**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

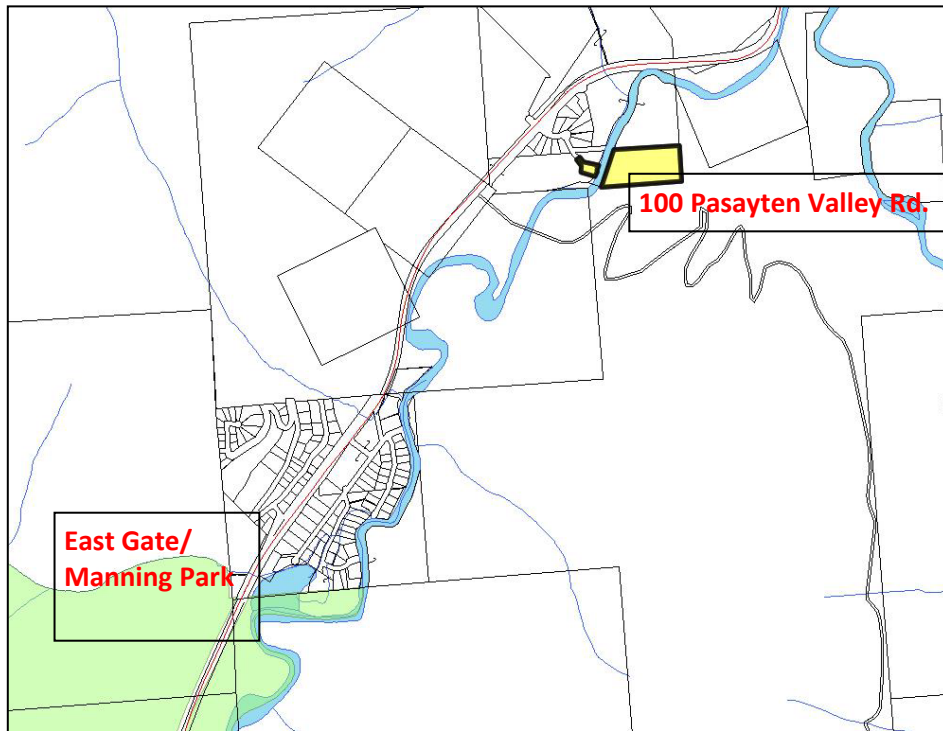
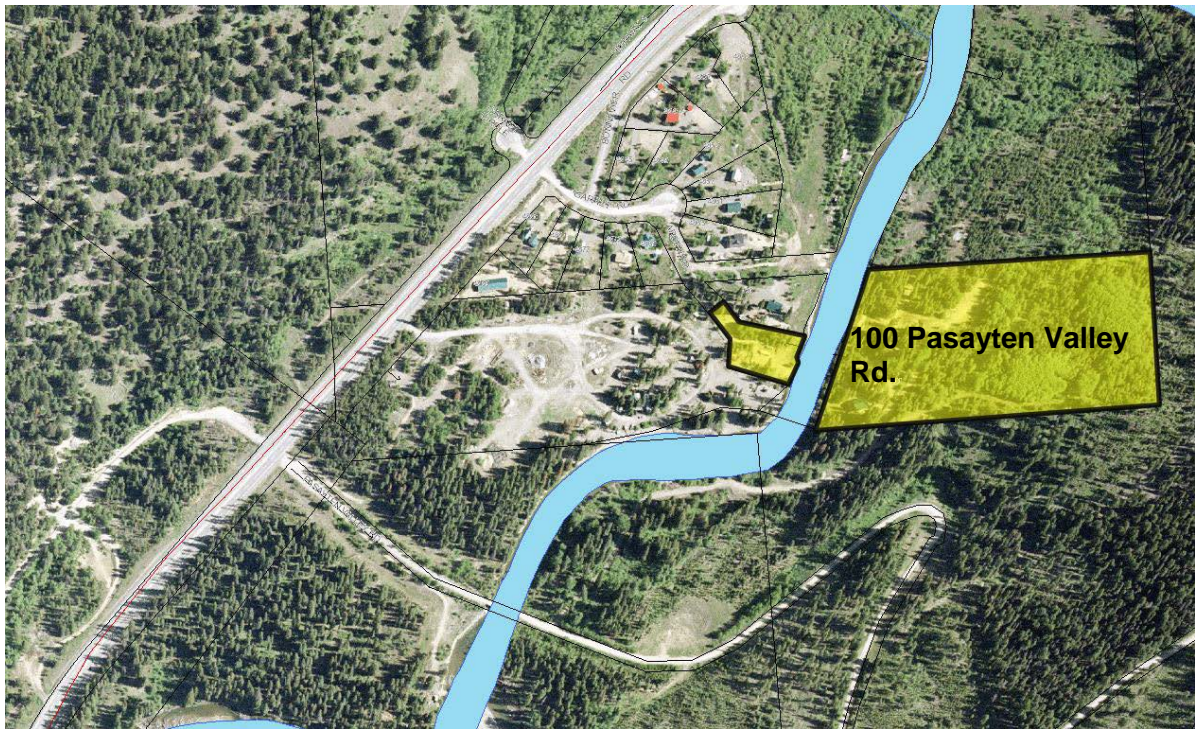
**Respectfully submitted:**

*“L. Walton”*

---

L. Walton, Building Department Supervisor





## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Building Violation  
Folio: H6-00882.050 Lot: Plan: E8953 DL: 1009  
Civic Address: 1815 Highway 5A

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### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as That Part of District Lot 1009 Outlined Red on Plan E8953, YDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No. 2333.

### Background:

The Contravention of Building Regulations Report dated April 10, 2015 from the Building Official indicates that a carport was built without a permit in the Riparian area.

On November 15, 2012 a Stop Work Notice was placed on a detached carport in a Riparian area, built without a valid building permit. Letter sent November 15, 2012 requesting a building permit and Watercourse Development Permit (WDP) be applied for. Second letter was sent January 21, 2013 and the Final Notice sent January 7, 2014. On January 31, 2014 the owners applied for a WDP. On March 10, 2014 a copy of the Highway Access permit from Ministry of Transportation was received. On October 28, 2014 the WDP was approved.

November 18, 2014 letter sent requesting a Building Permit application by December 16, 2014 or matter would be referred to the Board.

In order to close the permit file a building permit would have to be issued and inspections passed.

This Building Bylaw infraction is considered to be Category 2 as there are no health & safety concerns.

A map showing the location of this property and a photo of the infraction are attached.



**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction deficiencies on this property which are not a health and safety concern, a Notice on Title is recommended by staff. The Notice on Title advises the current and future owners of the deficiency and protects the RDOS from liability.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

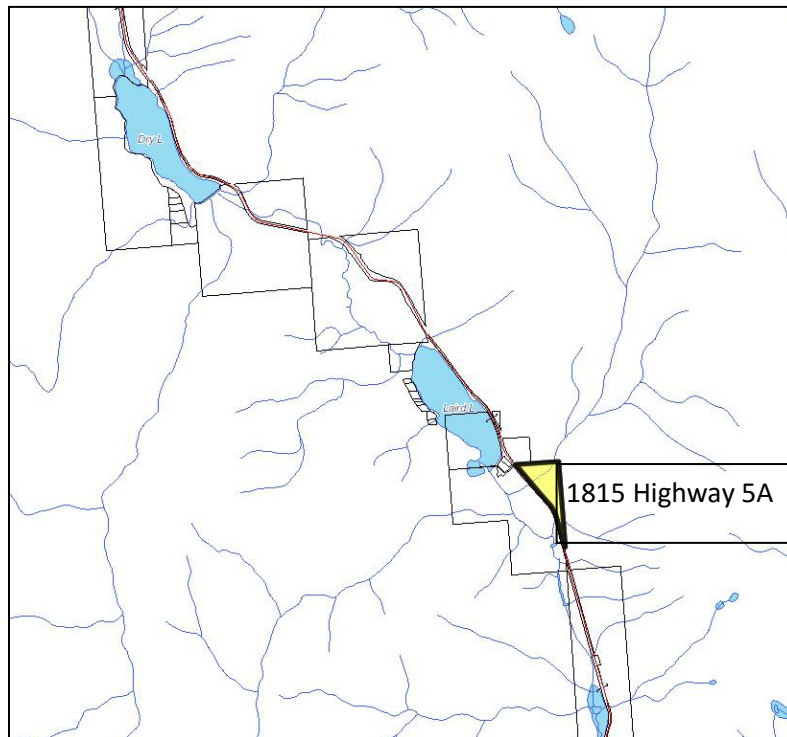
**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

**Respectfully submitted:**

*“L. Walton”*

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L. Walton, Building Department Supervisor





H-00882.050  
1815 Highway 5A  
November 15, 2012

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Building Violation  
Folio: H-01115.600 Lot: 6 Plan: 32438 DL: 2089  
Civic Address: 5341 Princeton - Summerland Road  
(Permit #17508)



---

### Administrative Recommendation:

**THAT a Notice on Title, pursuant to the *Local Government Act* and the *Community Charter*, be filed against the title of lands described as Lot 6, District Lot 2089, Plan 32438, KDYD, that certain works have been undertaken on the lands contrary to the Regional District Okanagan-Similkameen Building Bylaw No. 2333; and**

**THAT injunctive action be commenced.**

### Reference:

Regional District of Okanagan-Similkameen Building Bylaw No. 2333.

### Background:

The Contravention of Building Regulations Report dated December 2, 2015 from the Building Official indicates that Permit has expired and required inspections have not been completed and required Schedule C from the professional engineer has not been received.

Building Permit #15823 was issued October 4, 2006 for a single family dwelling. This permit was extended and expired on October 4, 2010. A completion Permit #17508 was issued on February 7, 2011. It was also extended and expired on February 7, 2014. Despite correspondence with the owners, the permit has not been completed.

The last inspection of the project was for insulation and vapour barrier in March 2009. A site visit was conducted in April 2012 which indicated work was ongoing. The permit has expired without required inspections, although it appears complete. It is unknown whether there are health & safety related deficiencies.

In order to close the permit file a new permit must be issued to complete any deficiencies and a safety inspection to allow the owners to occupy the dwelling and receipt of the professional engineer's Schedule C as sent out in the permit conditions.

This Building Bylaw infraction is considered to be Category 3.

A map showing the location of this property is attached.

**Analysis:**

Seeking a court injunction has a legal cost and the Board may wish to choose this option for enforcement of significant health or safety issues. As there are potential construction and health and safety deficiencies on this property, a Notice on Title and injunctive action are recommended by staff. The Notice on Title advises the current and future owners of the deficiency and injunctive action will require that the deficiencies be remedied and the property be brought into compliance with RDOS bylaws.

**Alternatives:**

In July 2009 the Board adopted a Policy (Resolution B354/09) to provide for a consistent and cost effective approach to the enforcement of Building Bylaw violations. This policy provides the Board with three categories of infractions and the recommended action for each.

**Category 1** (Minor Deficiencies) – Place notice of deficiencies on folio file.

**Category 2** (Major Deficiencies) – Place Notice on title.

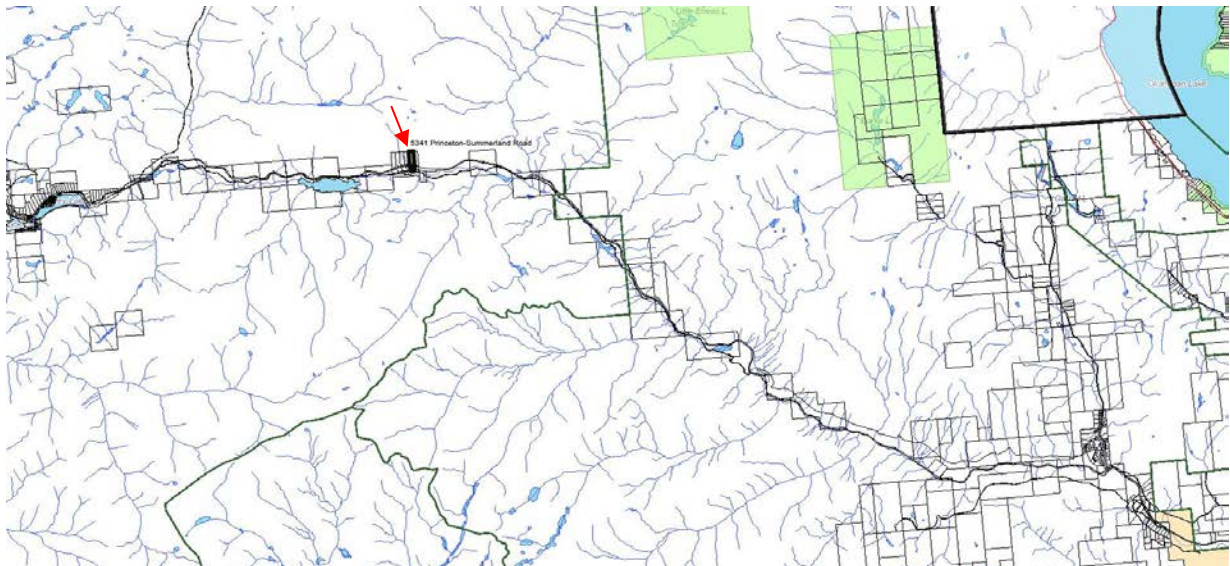
**Category 3** (Health & Safety Deficiencies/Building without Permit) – Place Notice on title and seek compliance through injunctive action.

**Respectfully submitted:**

*“L. Walton”*

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L. Walton, Building Department Supervisor





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Currently, the subject property forms one residential premises with Lot 6 to the west. However, the consolidation of these two parcels and accreted land to the south is currently in process. Once complete, the consolidation will create one single parcel of approximately 854 m<sup>2</sup>.

**Public Process:**

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted until 12:00 noon on Thursday, January 14, 2016.

**Analysis:**

When assessing variance requests a number of factors are generally taken into account and these include the intent of the zoning; the presence of any potential limiting physical features on the subject property; established streetscape characteristics; and whether the proposed development will have a detrimental impact upon the amenity of the area and/or adjoining uses.

The garage is seen to be accessory to the principle dwelling and related to the residential use of the property, which is consistent with zoning.

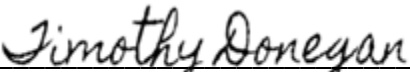
Allowing for the development of a garage within a front setback is considered to represent poor streetscape design. However, in this instance, there are no neighbours on the opposite side of the street, and the existing garage is obscured by trees and is to be relocated further from the front parcel line than it currently is. As a result, streetscape characteristics and amenity are unlikely to be negatively affected.

In considering the side setback, though varying the side setback from 3.0 metres to 0.38 metres is significant, the existing garage has been in its present location for many years and its length will only increase by 0.9 metres and its distance from the side parcel line will remain the same. Though close proximity to the side parcel line has building code implications, they are easily addressed. Generally, use of Manitou Park is unlikely to be negatively affected.

**Alternatives:**

- .1 THAT the Regional Board deny Development Variance Permit No. E2015.126–DVP; or
- .2 THAT the Regional Board defers making a decision and directs that the proposal be considered by the Electoral Area “E” Advisory Planning Commission (APC).

**Respectfully submitted:**



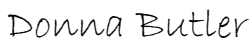
T. Donegan, Planning Technician

**Endorsed by:**



C. Garrish, Planning Supervisor

**Endorsed by:**



D. Butler, Development Services Manager

Attachments:

No. 1 – Site Photos

Attachment No. 1 – Site Photos



**View of Dorothy Avenue looking west from Manitou Park**



# Development Variance Permit

FILE NO.: E2015.126-DVP

Owner: NL Surveys Ltd.  
26 Royal Oak Manor NW  
Calgary, AB T3G-0B5

Agent: Robert Leach  
3422 McCallum Road  
Abbotsford, BC V2S-7W6

## GENERAL CONDITIONS

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District of Okanagan-Similkameen applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit that shall form a part thereof.
3. Where there is a conflict between the text of the permit and permit drawings or figures, the drawings or figures shall govern the matter.
4. This Development Variance Permit is not a Building Permit.

## APPLICABILITY

5. This Development Variance Permit is substantially in accordance with Schedules 'A', 'B', and 'C', and applies to and only to those lands within the Regional District described below, and any and all buildings, structures and other development thereon:

Legal Description: Lot 7, Block 128, Plan 519, District Lot 210, SDYD

Civic Address: 490 Dorothy Avenue

Parcel Identifier (PID): 012-287-466 Folio: E-00737.000

## CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Electoral Area "E" Naramata Rural Zoning Bylaw No. 2459, 2008, in the Regional District of Okanagan-Similkameen:
  - a) The minimum front parcel line setback for an accessory building or structure, as prescribed at Section 11.1.6(b)(i), is varied :



- i) from: 7.5 metres  
to: 4.53 metres, as measured from the outermost projection and as shown on Schedule 'B'.
- b) The minimum interior side parcel line setback for an accessory building or structure, as prescribed at Section 11.1.6(b)(iv), is varied:
  - i) from: 3.0 metres  
to: 0.38 metres, as measured from the outermost projection and as shown on Schedule 'B'.

**7. COVENANT REQUIREMENTS**

- a) Not Applicable

**8. SECURITY REQUIREMENTS**

- a) Not applicable

**9. EXPIRY OF PERMIT**

The development shall be carried out according to the following schedule:

- (a) In accordance with Section 926 of the *Local Government Act* and subject to the terms of the permit, if the holder of this permit does not substantially start any construction with respect to which the permit was issued within two (2) years after the date it was issued, the permit lapses.
- (b) Lapsed permits cannot be renewed; however, an application for a new development permit can be submitted.

Authorising resolution passed by the Regional Board on \_\_\_\_\_, 2016.

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B. Newell, Chief Administrative Officer

# Regional District of Okanagan-Similkameen

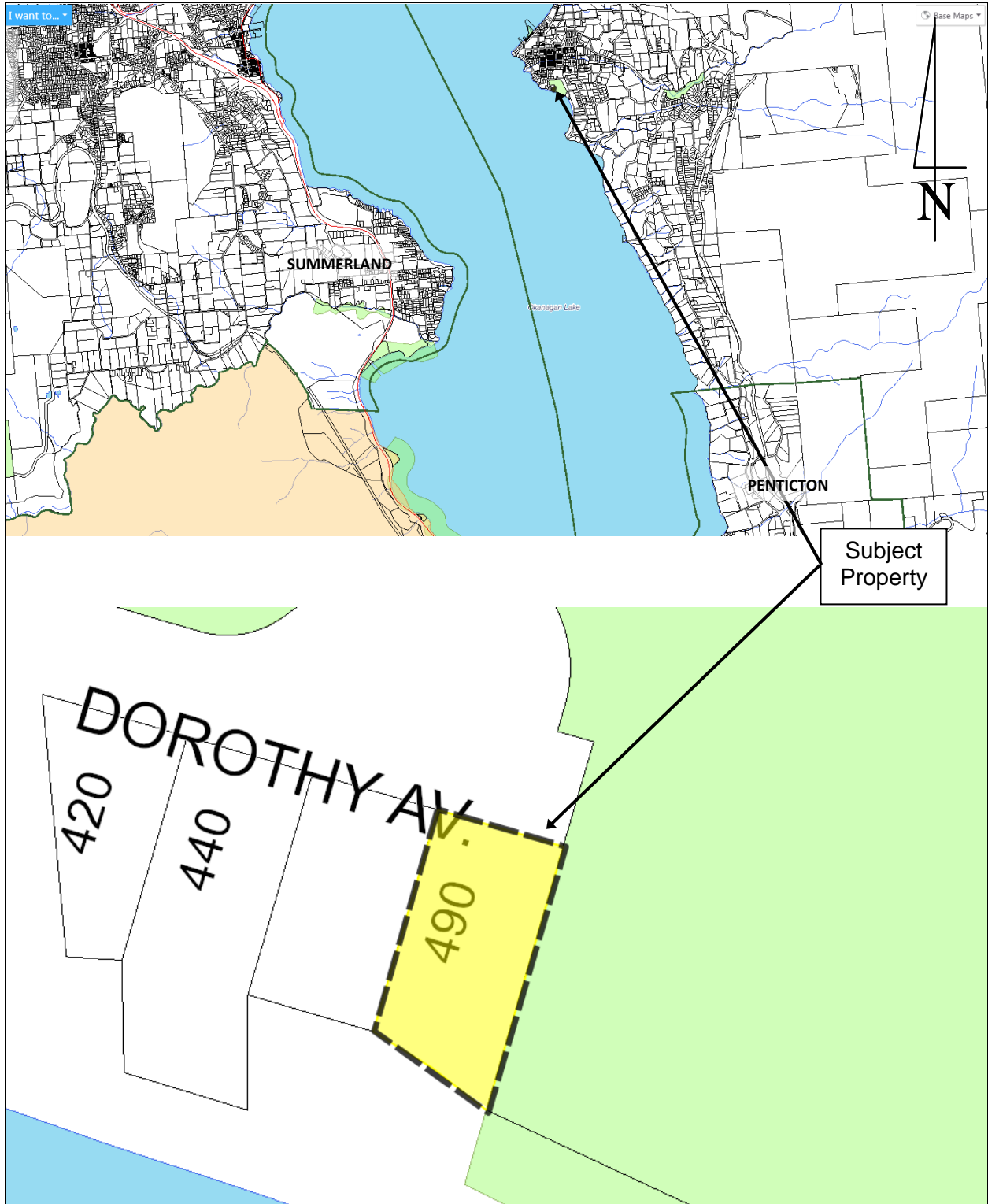
101 Martin St, Penticton, BC V2A 5J9  
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. E2015.126-DVP

Schedule 'A'



# Regional District of Okanagan-Similkameen

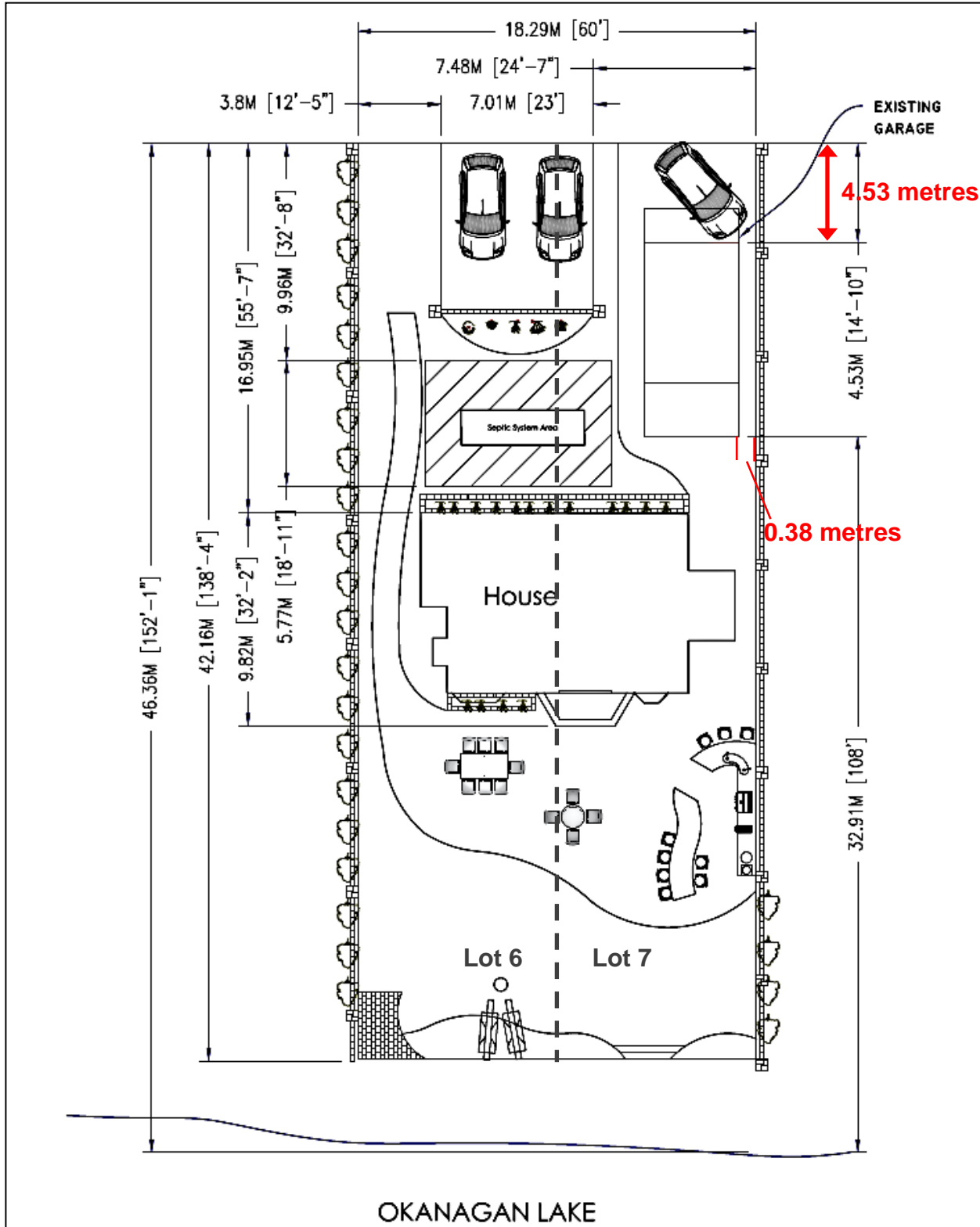
101 Martin St, Penticton, BC V2A 5J9  
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. E2015.126-DVP

## Schedule 'B'



# Regional District of Okanagan-Similkameen

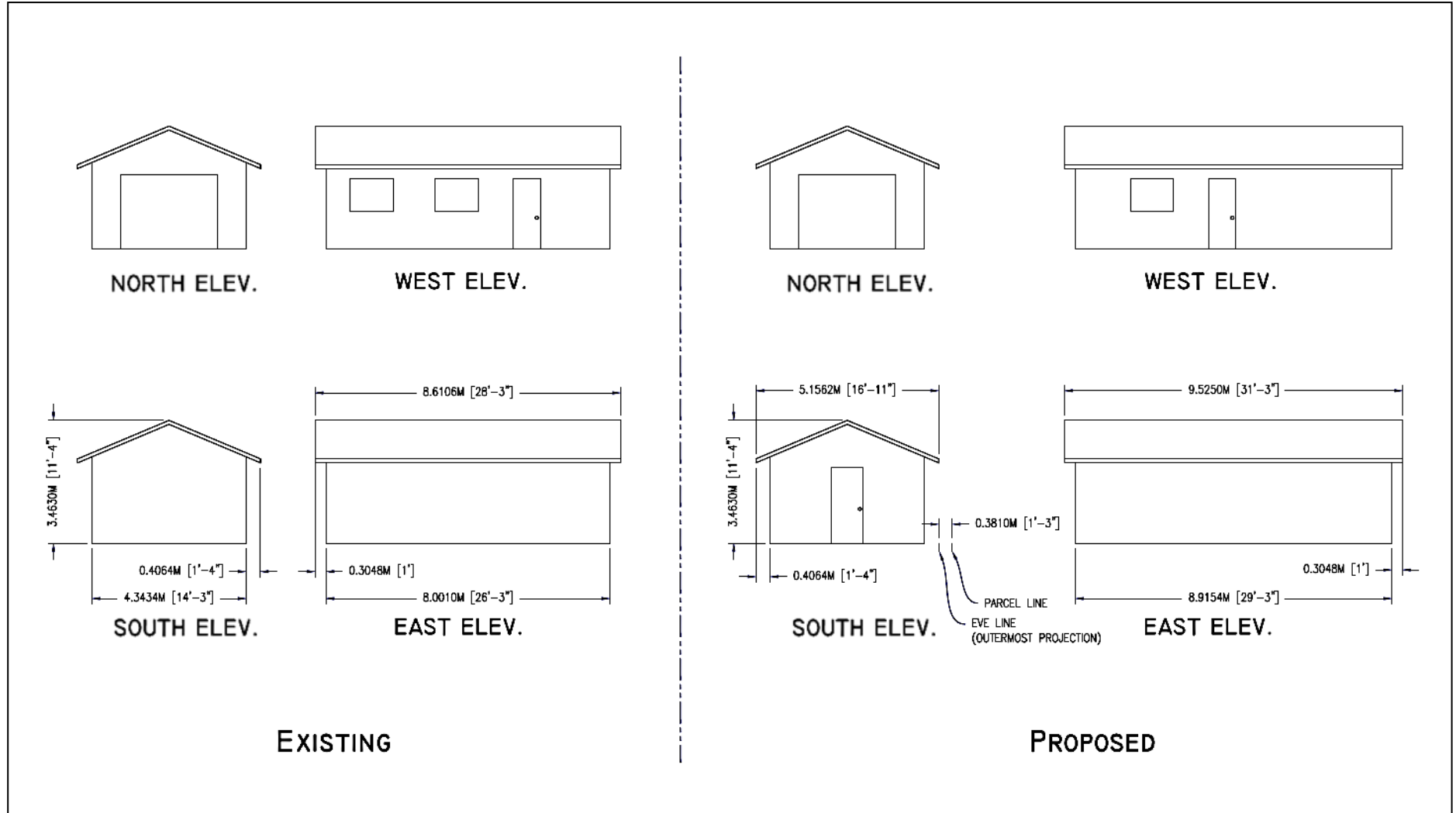
101 Martin St, Penticton, BC V2A 5J9  
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. E2015.126-DVP

## Schedule 'C'



## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Regional Snapshot 2014



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### Administrative Recommendation:

For information

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### Background:

On April 1, 2010, the Board of Directors of the Regional District of Okanagan-Similkameen resolved unanimously to adopt the [Sub-regional Growth Strategy Bylaw No. 2421, 2007](#), known as the South Okanagan Regional Growth Strategy (RGS). With this accomplished, the focus of those involved with the RGS shifted from approval to implementation.

Once a Regional Growth Strategy is adopted, the *Local Government Act* (LGA) requires that ongoing monitoring be established to assess implementation and measure progress being made towards the stated objectives.

The RDOS committed to releasing a Regional Snapshot each year using a selection of the performance indicators. The data collected for this Snapshot was collected and analyzed by RDOS staff, through the use of the Information Service, Finance, Community Services and Planning Services.

In 2015, a preliminary review of the RGS was completed that also looked at type and adequacy of monitoring indicators currently being used. In anticipation of the project to update the RGS through a minor amendment commencing in 2016 that will include a review of indicators, the 2014 Snapshot has been reduced in size.

### Alternative:

That the Board not receive the Regional Snapshot, Volume 6, 2014.

### Analysis:

A region, such as the South Okanagan, is a complex system of interdependencies and relationships, politically, economically, socially and environmentally. The use of performance indicators has limitations, but over the long term, the data can be used to show certain trends or conditions. Fluctuations in data collected annually does not necessarily indicate a trend, per se, but may be a result of minor variations in data or variations that are insignificantly statistically. Long term collection of data is required in order to establish particular trends.

This is the sixth year that a Regional Snapshot has been produced and is comprised of 2014 data. The data indicates that there is a general consistency throughout the sectors. Some of the changes noted between 2013 and 2014 include: the median house price increased over 2013; there was a decrease in ALR lands but an increase in lands being held for conserving biodiversity and natural spaces. There

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was a slight increase of population estimated at about 1000 people. The majority of growth was absorbed by the City of Penticton.

Crime rates appear to have increased; however, the data collected by the Ministry of Justice may revise previous data reports reflecting new updates. The area of where the data has been collected also differs slightly from earlier crime statistics shown in Regional Snapshots. However, crime rates for the South Okanagan remain below the provincial average.

**Respectfully submitted:**



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E. Riechert, Planner

**Endorsed by:**



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C. Garrish, Planning Supervisor

**Endorsed by:**



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D. Butler, Development Services Manager

Attachment: Regional Snapshot 2014, Vol 6, 2014

# REGIONAL SNAPSHOT 2014



SOUTH OKANAGAN REGIONAL GROWTH STRATEGY VOL. 6, 2014

## South Okanagan Regional Growth Strategy

The purpose of the South Okanagan Regional Growth Strategy (RGS) is to create a “big picture” vision for the South Okanagan over the next twenty years. Legislatively, Part 25 of the *Local Government Act* establishes authority for the RGS and states a RGS is to “promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources.”

Once a RGS is adopted, the *Local Government Act* requires that ongoing monitoring be established to assess implementation and measure progress being made towards the stated objectives and an annual report on progress.

### Monitoring and Evaluation: Indicators

As part of the RGS monitoring program, a 2008 Baseline Study identified potential “performance indicators” for the growth strategy. The list of almost 50 indicators was narrowed down to 10 core indicators that have been tracked and used to produce the Regional Snapshot reports beginning in 2009.

Due to changes with the Census and changes to data tracking procedures, a number of baseline indicators have needed adjustments over the past few years.

The following is the sixth annual report on the state of the region which compares 2013 to 2014 data. The report has been condensed from past year’s volumes reflecting possible changes to future monitoring and evaluation information. Only nine key indicators have been reported on this year as obtaining data on public funding for the arts was problematic for 2014.

A South Okanagan Regional Growth Strategy Preliminary Review was completed in 2015 that evaluated RGS policies and RGS indicator data, in order to provide the Board with information and a recommendation on whether any amendments would be required. The recommendation of the report was for a minor amendment that included a review and updating of indicator data being used to monitor the RGS.



<b>POPULATION GROWTH</b>	<b>Estimated Population</b>	
	<b>2013: 69,959</b>	<b>2014: 70,921</b>
<p>Estimated population projections are based on estimates calculated by BC Stats, the provincial statistical agency.</p> <p>Based on population estimates, the south Okanagan has had an increase of 962 people. The City of Penticton has absorbed the majority of this growth, while Oliver and Osoyoos also showing a slight increase. All of the Electoral Areas and Summerland show a slight decrease.</p> <p>The RGS provides policy direction that promotes sustainable development if growth occurs.</p>		

<b>AGRICULTURE</b>	<b>Land included in the ALR</b>	
	<b>2013 – 2014: - 8.7 ha</b>	
<p>This indicator tracks the success of protecting agricultural land by measuring the amount of land that has been added or removed from the Agricultural Land Reserve (ALR). Approximately 13% of the RGS area is within the ALR.</p> <p>For the years 2013 and 2014 there were inclusions, exclusions, and a boundary adjustment for the ALR, resulting in a net loss of 8.7 ha within the RGS area.</p> <p>One of goals in the RGS is the protection of farmland and the agricultural industry in the South Okanagan.</p>		

<b>BIODIVERSITY &amp; NATURAL SPACES</b>	<b>Amount of parks and protected areas</b>	
	<b>2013: 11.4%</b>	<b>2014: 11.6%</b>
<p>This indicator measures the percentage of total land area of parks and protected natural areas in the South Okanagan. It includes lands zoned as a park and lands owned by Natures Trust of BC, the Nature Conservancy, Ducks Unlimited and the Land Conservancy.</p> <p>The Okanagan valley supports some of the most rare flora and fauna in Canada. The policies of the RGS strongly support the conservation, protection and enhancement of ecologically sensitive lands and the retention of open spaces, parks and large rural holdings.</p> <p>The RGS recognizes the value of all components of the natural environment and policies</p>		

strongly support the conservation, protection and enhancement of ecologically sensitive lands and the retention of open spaces, parks and large rural holdings.

For the year 2013 to 2014, a slight increase of protected land was identified, in Electoral Area “A” which reflects a Nature Conservancy grasslands acquisition.



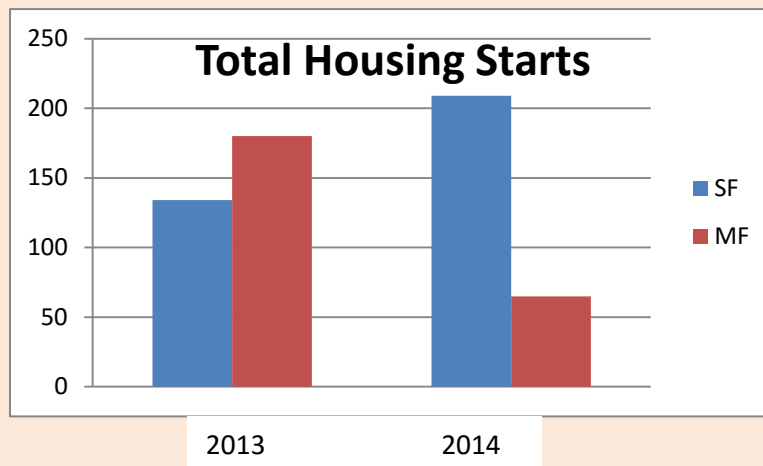
<b>AFFORDABLE HOUSING</b>	<b>Housing starts and median house price</b>
	<b>Median house price (CPI adjusted*)</b>
	<b>2013: \$294,742    2014: \$303,467</b>

This indicator measures the mix of new housing starts by structural type, that is, the number of buildings that are single family and those as multi-family. The median annual housing price calculated and CPI adjusted is derived from the regional homes sales.

The RGS strongly encourages the development of compact complete communities. Developing complete communities that are accessible to their residents require a mix of housing types within the housing continuum.

The median house price appears to have increased \$8725. Single Family dwellings appear to dominate the overall housing starts for 2014. Multi-family starts for 2014 were almost exclusively with the City of Penticton.

*\*The Consumer Price Index (CPI) is an indicator in consumer prices experienced by Canadians. It is obtained by comparing, over time, the cost of a fixed good (e.g. housing) using a constant base year cost. The base year used for this indicator is 2010.*



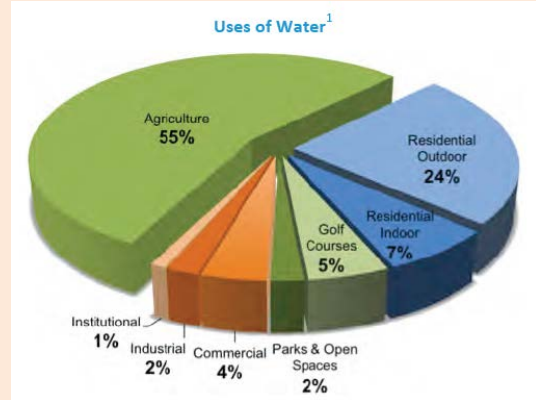
ENERGY USE	Energy consumption per customer in GJs	
	2013: 105.8	2014: 106.6
<p>This indicator has been adjusted to be consistent with the Provincial Community Energy &amp; Emissions Inventory (CEEI) data collected in each local government across BC. It is anticipated that this data collection methodology will remain consistent in future years. Future CEEI reports will be produced every two years (i.e. 2014, 2016). Data is calculated in Giga Joules. One GJ is equal to 26.1 m<sup>3</sup> of natural gas and 25.8 litres of heating oil.</p> <p>Data is collected by Fortis by 'premise addresses' of customers (mailing address town or city) that include: Summerland, Penticton, Oliver, Osoyoos, OK Falls, Kaleden, and Naramata. The remote areas of the RGS area may not be included within this indicator. The data used comparing 2013 to 2014 is for natural gas consumption only.</p> <p>Data is collected for Residential, Commercial and Industrial customers. This indicator uses all energy consumed measured in gigajoules per customer.</p> <p>Residential Use only comparison:  <b>2013: 62.0 GJ    2014: 68.8 GJ</b></p>		

**WATER  
MANAGEMENT**

**Daily Water Consumption in Litres per Capita**

**2013: 2022    2014: 2367**

This indicator uses the data collected from eight water utilities of the South Okanagan. Utilities include Penticton, Summerland, Osoyoos, Oliver (including rural Oliver), Faulder, Sage Mesa, West Bench and Naramata. 2014 data *does not* include Summerland. For comparison purposes, the 2013 data was adjusted to remove Summerland data. The indicator uses combined residential and irrigation usage of water.



Water availability remains a concern throughout the Okanagan valley.

Outdoor domestic use accounts for about 25% of water used in the Okanagan, indoor domestic 7%, agricultural irrigation accounts for approximately 55% with commercial and other users making up the remaining 13% of consumption.

Residential only use for the seven utilities averages approximately 770 litres/day/capita.

The RGS promotes water sustainability through conservation and best practises and working collaboratively to ensure water remains available for future uses.

**MUNICIPAL  
SOLID WASTE**

**Solid Waste Disposed (kg/per capita)**

**2013: 1.37    2014: 1.41**

Data is shown for the amount of landfilled waste per capita which is the waste going into the landfill after the diverted waste is taken into account.

Specifically this indicator is measured in kilograms (kg) of solid waste per person per year and consists of measurements taken from the Campbell Mountain landfill.

A slight increase is noted but generally remains consistent with previous years.



The RGS speaks directly to reducing solid waste production by promoting and encouraging waste reduction, through best practises, public awareness and actions.

**SOCIAL,  
CULTURAL &  
THE ARTS**

**Crime Rate per 1000 population (average of)**

**2013: 61.46      2014: 74.14**

This indicator measures the number of Criminal Code offences (excluding traffic offences) per 1000 population. Criminal Code offences include property (e.g. break and enter, theft, fraud, mischief), violent (e.g. homicide, sexual and non-sexual assault, abduction, robbery), and other crimes (e.g. prostitution, gaming and betting, disturbing the peace). Jurisdictions included are Penticton Municipal, Penticton Provincial, South Okanagan Oliver Provincial, South Okanagan Osoyoos Provincial, and Summerland Municipal. Statistics from policing jurisdictions do include several areas outside of the South Okanagan RGS area.

Crime rate statistics are obtained from Ministry of Justice Police Services Division that includes a qualifier that crime data from previous years are revised to reflect any updates, therefore crime statistics may vary for year to year. South Okanagan crime rate for 2014 remains below the provincial average which is 76.0 for every 1000 people.

**SOCIAL,  
CULTURAL &  
THE ARTS**

**Total Length of Trails – km**

**2013:      2014:**

Data from the Regional Trails Master Plan has been used for this indicator. The total length of trails are as follows:

Cycling: 313 km      Mixed: 195 km      Motorized: 449 km      Non-motorized: 905 km

Maintaining an inventory of trail distances has not been implemented during 2014, therefore the km's remain the same as 2013.

Several projects have been completed in 2014 that enhance the recreation and alternative transportation options for the South Okanagan, the include:

- Paving of the KVR at the 'little tunnel' section of the KVR
- Closing motorized use from Penticton to the 'little tunnel' section of the KVR
- Piloting a shared use trail in Faulder
- Completing West Bench and Osoyoos (Lake Shore Drive) pedestrian corridors
- Publishing a new Click Hike Bike brochure

## Summary and Conclusions

The intent of the Regional Snapshot Report is to track a number of performance indicators to enable us to measure the progress on implementing the objectives of the Regional Growth Strategy. This report which is the sixth annual Snapshot uses data collected from 2014 and compares it to 2013 data.

There are limitations to the use of indicators. A region comprises many subsystems with complex relationships and interdependencies. Indicators provide big picture and long term information.

Overall it appears that the South Okanagan was relatively stable, although with some fluctuations, in terms of the nine indicators assessed in this report. The number of housing starts were up from 2013; however, the majority of these are for single detached dwellings, as opposed to multi-unit dwellings. Additional land was purchased to help with biodiversity and conservation in 2013. There was also a net loss of Agricultural Reserve lands of 8.7 ha in 2014.

The vision of the Regional Growth Strategy is a long term commitment to manage growth that is rooted in sustainability. Fluctuations in the marketplace and development industry usually occur somewhat cyclically, therefore, it is important to reflect on the goals of the RGS in the long term.

In 2015, the Regional Board of Directors agreed to proceed with a minor amendment to the RGS that will enhance the usability of the RGS and also will re-evaluate key indicators that will tie into specific goals. It is therefore anticipated that some of the indicators tracked over the last six years in the Snapshot will be amended.

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** OBWB Water Conservation and Quality Improvement Grant Application

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### Administrative Recommendation:

**THAT the Board of Directors forward a resolution of support to the Okanagan Basin Water Board for the following applications to the 2016 OBWB Water Conservation and Quality Improvement (WCQI) Grant program:**

- **Okanagan-Similkameen Drought and Flood Mitigation Plan- Phase 2**
- **Protecting Our Natural Assets – Waterways Stewardship and Protection**
- **Expansion of the Quagga/Zebra Mussel Outreach Program**
- **Greater Twin Lakes Area Stewardship Society and Lower Nipit Improvement District – Watershed Management Plan**

### Purpose:

The OBWB requires that all WCQI grant applications be accompanied by a resolution of support from the organization's local government council or board (this includes projects submitted by staff of local government; all projects must receive support from their council/board).

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

Goal 3.3: To develop an environmentally sustainable community

### Background:

The Okanagan Basin Water Board (OBWB) has announced that applications will be received until 4:00pm on February 12, 2016 for the Water Conservation and Quality Improvement (WCQI) grant program. The WCQI program supports local organizations and government by providing funds to support initiatives that are innovative, tangible, and improves water quality and conservation practices.

For the 2016/2017 program, the funding available to the entire Regional District of Okanagan-Similkameen area, which includes the member municipalities, is \$62,520. Successful grant applications chosen by the OBWB will receive between \$3,000 and \$30,000.

This year, the OBWB is calling for projects that focus on drought planning, groundwater studies, and water flow monitoring to help better understand the state of our water supplies and adapt to

extreme events like floods and droughts, as well as irrigation improvement, metering, and source protection. However, there are 9 funding categories and all eligible applications will be considered. Eligible applicants include the Regional District, Member Municipalities, Irrigation/improvement districts and Non-profit community organizations. All applications must include a resolution of support from the organization's local government council or board.

The program will cover up to 100% of applicable costs or the maximum amount awarded.

## **Analysis:**

### **RDOS Internal Projects**

#### **Okanagan-Similkameen Drought and Flood Mitigation Plan- Phase 2 - \$20,000**

Droughts and floods are 2 natural climatic hazards that the Regional District of Okanagan-Similkameen (RDOS) have been increasingly faced with over the past decade. RDOS received funding for Phase 1 of the plan as part of a 3 phase project. The 2<sup>nd</sup> phase of the Drought and Flood Mitigation Plan will compile the data gathered from phase 1, and bring together key individuals from across sectors and the region to form a Drought/Flood Team. This Team will be able to continue to build a multi-agency working document to mitigate the effects caused by Drought and Flood. Phase 2 of the Plan will be to complete the gap analysis, arrange several community based meetings, form the Drought/Flood Team, working to improve the resilience to these events throughout the Okanagan-Similkameen region.

#### **Protecting Our Natural Assets – Waterways Stewardship and Protection - \$15,000**

An estimated 85 % of riparian habitats have been lost in the South Okanagan-Similkameen due to urban development in the valley bottoms. These wetlands are considered imperiled habitats. Owners along foreshores are often not aware of riparian setbacks, how to steward their properties to preserve land and water quality. This grant will enable the project team to build on seminars and workshops already piloted with the Real Estate Community. It will reach further to builders and most importantly land owners to understand how development choices impact the viability and health of local riparian habitats, community water systems, and fish populations. The project will encourage development of waterway and lakeshore community stewardship including on-site workshops. If successful, this grant will leverage funding from a 2016 RBC Blue Water Project Grant which the RDOS has been selected to apply for.

#### **Expansion of the Quagga/Zebra Mussel Outreach Program - \$15,000**

The OBWB currently provides \$25,000 to OASISS - Aquatic Invasive Species program for hiring summer students to work throughout the Okanagan, conducting face to face outreach with the recreational water users, residents, and water sport businesses. In 2015, the RBC Blue Water Grant Project provided the RDOS \$100,000 to expand the capacity of the program and purchase a custom made interactive educational mobile unit. This grant will be leveraging other grant funding specifically to provide an experienced individual to mobilize the unit; at Farmer's Markets, Community Events, Beaches, Boat Launches, and support the Early Detection and Response Teams as requested at roving stations.



## External Projects

### **Greater Twin Lakes Area Stewardship Society and the Lower Nipit Improvement District – Source Water Protection Plan Assessment - \$25,000**

The Lower Nipit Improvement District (LNID) and the Greater Twin Lakes Area Stewardship Society (GTLASS) would like to apply for the OBWB WCQI for the year 2016 to provide a Watershed Management Plan to mitigate flood and drought in the Twin Lakes Area. Water levels at Twin Lakes vary greatly from 0 to 10+ feet with the variable spring freshet. Since an early 1950's rancher closed in the over flow outlet of Lower Horn Creek, Lower Twin Lake became a closed surface water system. The closed surface water system was made very vulnerable to flooding in the 70's when the RDOS approved the 8 strata dwellings built on a flood plain 2 feet closer to high water than the regulation. A written management plan based on historical to present day data with triggers for best practice and recommendations would be outlined. This management plan is an important part of sustainable water in the Twin Lakes Area and would be written in consultation with a hydrologist/water engineer.

### **Alternatives:**

The Board may choose to not provide a resolution for one or more of the projects listed.

### **Communication Strategy:**

The resolution letters will be provided to the OBWB as part of the WCQI grant application.

### **Respectfully submitted:**

*Candace M. Pilling*

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C. Pilling, Engineering Technologist

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Okanagan Falls Parks & Recreation Commission  
Appointments 2016/2017



### Administrative Recommendation:

**THAT the Board of Directors appoint Ron Obirek as a member of the Okanagan Falls Parks & Recreation Commission until December 31, 2016; AND,**

**THAT the Board of Directors rescind the appointment of Kim Baker and Mike Bryne from the Okanagan Falls Parks & Recreation Commission; AND,**

**THAT a letter be forwarded to Ms. Baker and Mr. Bryne thanking them for their contribution to the Okanagan Falls Parks & Recreation Commission; AND,**

**THAT the Board of Directors re-appoint the following people as members of the Okanagan Falls Parks & Recreation Commission for the periods indicated:**

Name	Term	Expires
Don Clark	2 years	December 31, 2017
Pat Rawkins	2 years	December 31, 2017
Alf Hartviksen	2 years	December 31, 2017
Ed Melenka	2 years	December 31, 2017

The following members continue to serve Okanagan Falls Parks & Recreation Commission.

Name	Expires
Mike Pearce	December 31, 2016
Julie Feller	December 31, 2016
Lynn Tsumuraya	December 31, 2016

**Purpose:**

**It is the recommendation of the Okanagan Falls Parks & Recreation Commission to appoint and rescind the following members to and from the Commission.**

**Reference:**

**Bylaw 2253, 2004 Okanagan Falls Parks & Recreation Commission Establishment Bylaw.**

**Alternatives:**

**The Board not approve the recommendations of the Okanagan Falls Parks & Recreation Commission.**

**Respectfully submitted:**

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J. Shuttleworth, Park/Facilities Coordinator

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Lease Agreement - Community Parks  
Town of Oliver and Regional District of Okanagan-Similkameen

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### Administrative Recommendation:

**THAT the Board of Directors authorize the Chair and Chief Administrative Officer to execute the Lease Agreement between the Town of Oliver and Regional District of Okanagan-Similkameen for the community parks legally described as:**

PID 011-024-402, Lot 707, DL 24505, SDYD, Plan 2133 (Rotary Beach.6759 Lakeside Drive);

PID 006-278-159, Lot 362, DL 24505, SDYD, Plan KAP1996, Except Plans A1274, 18418, 20723, 30688 and Plan 38045 (Oliver Community Park, 799 McKinney Road);

PID 008-354-197, Lot 985, DL 24508, SDYD, Plan 17753 Except Plan KAP90396 (Oliver Lions Park, 6607 Main Street); and

(PID 023-973-803, Lot A, DL 24508, SDYD, Plan KAP60696 Except Plan KAP67689 (Oliver Kinsmen Park, (255 Fairview Road);

### Purpose:

**The purpose of this report is to advise the Board that the Regional District wishes to enter into a landlord tenant agreement with the Town to augment the provisions of the original 2004 agreement with the Oliver Parks & Recreation Society.**

### Reference:

Lease Agreement - Community Parks  
Town of Oliver and Regional District of Okanagan-Similkameen

### Background:

In 2004, the Regional District of Okanagan-Similkameen and the Oliver Parks & Recreation Society (Society) entered into an agreement for the Society to undertake the management, supervision, and operation of the Oliver Arena, Oliver Community Pool, the Community Parks, the Oliver Community Centre, and recreation programming.

The Society manages the Town's parks (Lions Park, Kinsman Park, Rotary Beach Community Park, and Oliver Community Park) by scheduling events, which includes the rental and use for recreational and community purposes.

The Regional District requisitions funds from both the Town of Oliver and Electoral Area "C" (rural Oliver) to fund the Society for the management and operation of the parks, along with the Oliver Arena, Oliver Community Pool, and Oliver Community Centre.

**Analysis:**

In order to requisition funds to operate a service on land not owned by the Regional District, some form of legal tenure is required.

**Alternatives:**

That the Board not authorize the Chair and Chief Administrative Officer to execute the Lease Agreement.

**Respectfully submitted:**

*L. Bourque*

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L. Bourque, Rural Projects Coordinator

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** RDOS Fees and Charges Bylaw No. 2723, 2016



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### Administrative Recommendation:

**THAT Bylaw No. 2723, 2015 Regional District of Okanagan-Similkameen Fees and Charges Bylaw be read a first time.**

### Reference:

*Local Government Act*

### Background:

Through the *Local Government Act* the Regional District has the authority to impose fees and charges for services that are provided. Prior to 2010, the Regional District fees and charges were located within a number of different bylaws; however, in that same year an all-encompassing Fees and Charges Bylaw was brought in for ease of reference and review on an annual basis.

Although the bylaw can be amended throughout the year, administration brings the bylaw forward for review in February in conjunction with the budget process. Following the adoption of the Budget bylaw, the Fees and Charges bylaw is also passed.

### Analysis:

Bylaw 2723 repeals Bylaw 2680, 2015 and provides the following changes in accordance with the 2016 budget:

#### **Schedule 1 (Corporate Services Fees)**

##### *6.0 Human Resources Services for Municipalities*

- To ensure that costs are covered, a formula based on 24.5% labour load and 15% admin charge is implemented, resulting in a small increase from 2015.

#### **Schedule 3 (Planning and Development Fees)**

##### *3.0 Temporary Use Permits (TUP)*

- The amendment includes a change to the fees charged for TUP issued for "vacation rental" uses which extends the discounted rate of \$350 to December 31, 2016 (as per direction provided by the Planning and Development Committee of the Board on January 21, 2016).

## **Schedule 5 (Public Works and Engineering Services Fees)**

### **Section 3 Water Systems**

#### *1.0 Naramata Community Water System and Street Lighting:*

- 3.4% or \$33 per basic user fee increase due to increased Consultant costs in 2016 to address various issues such as a Dam Master Plan.

#### *2.0 Olalla Water System:*

- 2.5% or \$10 per Single Family dwelling user fee decrease due mainly to decreasing transfer to reserve.

#### *5.0 Gallagher Lake Water System:*

- 5.1.2.4 Wording Change to add 'Distillery'

### **Section 4 Sewer Systems**

#### *1.0 Okanagan Falls Sewer:*

- 2.9% or \$19 per Single Family Dwelling increase due mainly to a decreasing Prior Year Surplus.

#### *2.0 Gallagher Lake Sewer:*

- 2.1.2.4 Wording Change to add 'Distillery'

### **Section 7 – Sanitary Landfills**

The amendments include:

New Waste Categories: Unsorted Residential Recycling, Non-Recyclable Concrete, Prohibited Waste, (Large & Small) Pressurized Tanks, Unsorted Residential Recycling.

Adjusted Rates: Controlled and authorized Prohibited Waste, Oversize Tires, Tires with Rims, Assessed & Non-Assessed Demolition Construction Renovation Materials categories

## **Schedule 6 (Parks and Recreation Fees)**

#### *1.0 Naramata Parks and Recreation*

- Increased program fees

#### *3.0 Kaleden Parks and Recreation*

- Increased Program fees  
- Increased Rental fees

#### *4.0 Keremeos*

- Increased Program fees  
- Removal of the "punch in Fitness" prices, this information is only for the employee when entering the amount in the register in order to calculate the GST amount.

### **Respectfully submitted:**

*"Christy Malden"*

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C. Malden, Manager of Legislative Services

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

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Fees and Charges Bylaw No. 2723, 2016

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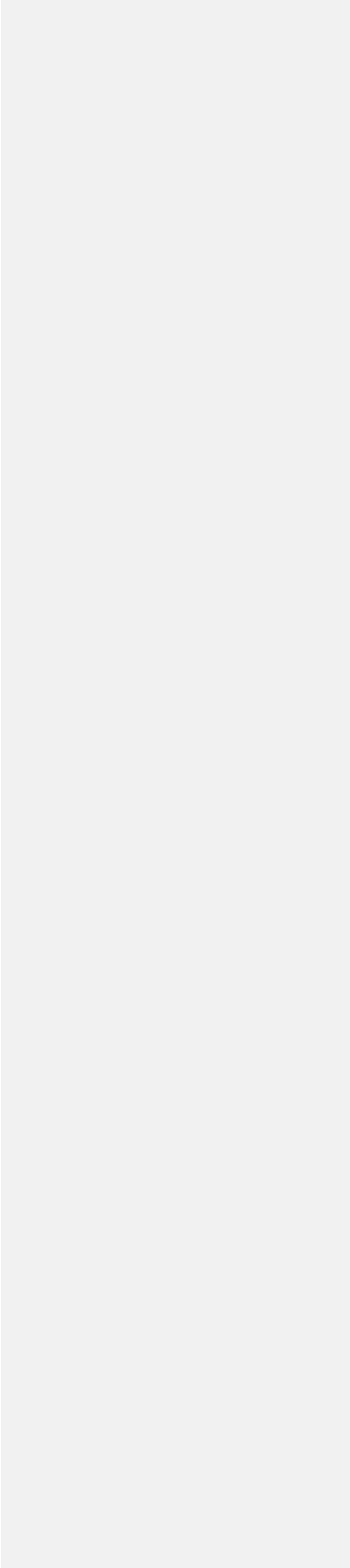
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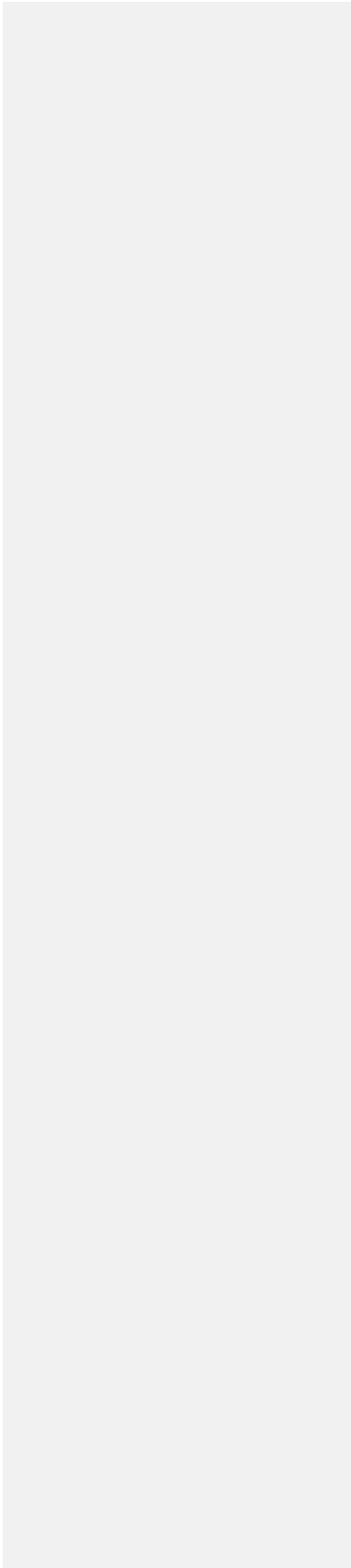
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**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 2723, 2015**

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A bylaw to set fees and charges for Regional District services and information.

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**WHEREAS** the *Local Government Act* provides that the Board may by bylaw establish fees and charges for various Regional District services and information;

**AND WHEREAS** in accordance with Section 363 [imposition of fees and charges] and Section 931 [fees related to applications and inspections] of the *Local Government Act*, the Regional Board wishes to establish fees and charges which reflect cost recovery for services and information provided;

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

**Section 1 - Citation**

- 1.1 This Bylaw shall be cited as the **Regional District of Okanagan-Similkameen Fees and Charges Bylaw No. 2723, 2016**.

**Section 2 – Fees and Charges**

- 2.1 Wherever this Bylaw sets out fees and charges with respect to other Regional District bylaws and such other bylaws contain similar fees and charges, this Bylaw is deemed to prevail.
- 2.2 Wherever this Bylaw sets out fees and charges for work done or services provided to land or improvements, the Regional District may recover the costs of undertaking the work in the same manner and with the same remedies as property taxes.
- 2.3 The schedule of fees to be imposed for the provision of goods, services and information as specified in Appendix 'A' Schedules 1 to 6 attached hereto, and forming part of this bylaw, is hereby established.

**Section 3 – Effective Date**

- 3.1 This bylaw shall come into effect on April 15, 2016.

**Section 4 - Repeal**

- 4.1 Bylaw No. 2680, 2015 are hereby repealed.

**READ A FIRST TIME** this day of xx day of xx, 2016.

**READ A SECOND AND THIRD TIME** this xx day of xx, 2016.

**ADOPTED** this xx day of xx, 2016.

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RDOS Board Chair

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Corporate Officer

## Schedule 1 – Corporate Services Fees

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### 1.0 - Photocopies

8.5" x 11"	\$0.25/page
8.5" x 14"	\$0.35/page
11" x 17"	\$0.50/page
24" x 36"	\$2.50/page

### 2.0 - Finance Fees and Charges

2.1 Utility Search Fee \$20.00

2.2 Utility rates will be billed as set out in this bylaw and if remain unpaid after the due date, a percentage addition of ten percent of the amount thereof shall be added on the next following working day.

In default of any such owner making any such payment or payments as in such agreement made and provided, the Collector for the Regional District shall add such amount in default to the taxes of such lot or parcel of land on the Collector's Real Property Tax Roll and thereafter such amount shall be deemed to be taxes against the said property and shall be dealt with in the same manner as taxes against the said property would be dealt with under the provisions of the *Local Government Act* and *Community Charter*.

2.3 Processing fee for payments returned by the financial institution – \$30.00

### 3.0 - Mapping

3.1 Legal, civic and zoning 1:5,000 scale maps are available to the public in the following formats:

- Hardcopy maps at a price of \$15 per map.
- Digital format (Adobe PDF) set of maps for price of \$30 per CD.

3.2 Cost for miscellaneous hardcopy maps in GIS warehouse directory is \$35 per map.

3.3 Cost for creation of custom maps is \$80/hr. A minimum charge of \$140 is required with a minimum notice of 15 working days by the applicant.

### 4.0 - Digital Data

4.1 RDOS will provide GIS data available at no charge on the RDOS FTP site as per Item 1.0 of Enterprise Unit Data and Services Policy.

### 5.0 - GIS Services for Municipalities, Provincial and Federal Government

5.1 Access to existing RDOS internal internet mapping application will be \$2,540/year.

5.2 Creation of a municipal specific internet mapping application with functionality in addition to or different from the RDOS internal application as per Item 2.1 of Enterprise Unit Data and Services Policy will be available at a cost of \$4,431 per year.

- 5.3 Specific GIS services as per items 2.2 and 2.3 of Enterprise Unit Data and Services Policy will be available at a cost of \$50.85/hr for the GIS Technician, \$54.03/hr for GIS Analyst/Programmer and \$71.13/hr for IS Manager.
- 5.4 Services will be available at a cost of \$50.85/hr for the GIS Technician, \$54.03/hr for GIS Analyst/Programmer and \$71.13/hr for IS Manager.

#### **6.0 - Human Resources Services for Municipalities**

- 6.1 Human Resources services will be available to municipalities as per items 3.1 and 3.2 of Enterprise Unit Data and Services Policy. Services will be available at a cost of \$69.55 71.19/hr for the HR Manager and \$46.95 48.38/hr for HR Coordinator.

#### **7.0 - IT Services for Municipalities**

- 7.1 IT services will be available to municipalities as per items 4.1 and 4.2 of the Enterprise Unit Data and Services Policy will be available at a cost of \$47.93/hr for the Systems Administrator and \$40.26/hr for Network Analyst.

**1.0 - Plan Processing Fee**

1.1 The fee for plan processing shall be \$150.00

**2.0 - Building Permit – to be determined as follows:**

- 2.1 \$12.00 for each \$1,000.00 in value of work to be authorized by the permit except that the minimum fee for a permit or a series of permits on the same parcel of land issued at the same time is \$150.00.
- 2.2 using Table A-1 for detached single family dwellings, duplex dwellings where one dwelling is not located above the other dwelling and buildings that are accessory to these buildings; or,
- 2.3 using the declared contract value for all construction other than that work included in paragraph 1. above, except that if the declared value is contested by the building official the value will be established using the Marshal & Swift Residential Cost Hand Book or the RS Means Square Foot Costs Handbook.

**Table A-1**

Proposed <i>construction</i>	Value per square meter	Value per square foot
One storey*	\$1453	\$135
Finished basement	\$538	\$50
Each Additional Storey	\$807	\$75
Enclosed structure or Garage**	\$430	\$40
Sundeck (no roof)	\$323	\$30
Roof only	\$215	\$20
Unenclosed structure or carport	\$269	\$25
Pool	\$377	\$35

\*The fee covers slab on grade, crawlspaces and unfinished basements

\*\*The minimum permit fee for a structure over 55 m<sup>2</sup> shall be \$300

**3.0 - Plan Review Fee**

3.1 Submissions of revised drawings once a zoning or building code review has been completed will result in a minimum charge of \$100. In addition, an hourly rate of \$50 will be charged if the revised drawings require more than 1 hour of review.

#### **4.0 - Locating/Relocating a Building**

- 4.1 The fee for a permit authorizing the locating or relocating of a building or *structure* including the value of any additions or modifications, shall be calculated at 0.7 of the fees set out in Table A-1.
- 4.2 A modular home or manufactured home installed in accordance with Z-240.10.1, including the value of any additions or modifications, shall be calculated at 0.5 of the fees set out in Table A-1.

#### **5.0 - Demolishing a Building or Structure**

- 5.1 The fee for a permit authorizing the demolition of a building or structure shall be \$500.00.

#### **6.0 - Plumbing Permits**

- 6.1 The permit fee for each plumbing fixture shall be \$10.00 per fixture, when the plumbing permit is issued in conjunction with a building permit, and \$10.00 per fixture plus an administration fee of \$100 when a plumbing permit is issued separately.
- 6.2 The plumbing permit fee may be reduced up to 25% (minimum fee \$150) with submission and approval of plumbing system layout drawings by a TQ certified tradesperson (plumber) for single family new construction and renovation projects.

#### **7.0 - Solid Fuel Burning Devices**

- 7.1 The permit fee for the installation of solid fuel burning appliances, fireplaces and chimneys shall be \$100.00 per appliance.

#### **8.0 - Re-inspection Fees**

- 8.1 The fee for a re-inspection shall be \$100.00.

#### **9.0 – Health and Safety Inspection**

- 9.1 The fee for any inspection to confirm health & safety requirements as set out in the BC Building Code shall be \$100.00.

#### **10.0 - Transfer Fee**

- 10.1 The fee for the transfer of a permit as set out in the RDOS Building Bylaw No. shall be \$100.00.

#### **11.0 - File Searches and Comfort Letters**

- 11.1 The fee for information recovery from archived files shall be \$20.00 payable in advance and shall be subject to the *Freedom of Information and Protection of Privacy Act*.
- 11.2 The fee for provision of information contained on the Parcel Information Maps, information recovered from building permit files and property folio files which is routinely releasable and not subject to the Freedom of Information and Protection of Privacy Act may be charged at a rate of \$10 per ¼ hour of time spent by a RDOS employee.
- 11.3 The fee for comfort letters shall be \$100.00 per property.



**12.0 - Deficiency Inspection Permit for Removal of Notice on Title**

12.1 The fee for a deficiency inspection permit and subsequent removal of a Notice on Title shall be \$250.00. The fee for a deficiency re-inspection shall be \$100.00

**13.0 - Permit Extension Fee**

13.1 The fee for permit extension shall be \$100.00

**14.0 - Legal Documents**

14.1 Title search \$ 15

14.2 Title and on-line document search (including State of Title, Covenants, Right of Ways, Easements, Plans and similar documents (per document) Actual cost of document, not to exceed \$ 50

Non-Electronic Documents from Land Titles Office and Registry Services (per document) Actual cost of document, not to exceed \$ 100

**15.0 - Covenants**

15.1 Preparation of a Covenant \$500

15.2 Covenant Discharge \$250

### Schedule 3 – Planning and Development Fees

<b>1.0 Official Community Plan (OCP) amendment</b>	
1.1 Application fee .....	\$1,000.00
1.2 Joint Zoning Bylaw Amendment fee .....	\$1,500.00
plus: i) \$25.00 per dwelling unit and/or parcel in excess of four (4)	
<b>2.0 Zoning Bylaw or Land Use Contract (LUC) amendment</b>	
2.1 Application fee .....	\$1,000.00
plus: i) \$25.00 per dwelling unit and/or parcel in excess of four (4)	
<b>3.0 Temporary Use Permit</b>	
3.1 a) Application fee .....	\$ 700.00
b) despite subsection a), application fee for a 'vacation rental' use submitted between July 1, 2014 and prior to Dec 31, 2016	\$ 350.00
3.2 Renewal fee .....	\$ 350.00
<b>4.0 Development Permit</b>	
4.1 Application fee .....	\$ 600.00
4.2 Amendment to a Permit fee .....	\$ 300.00
4.3 Expedited Permit .....	\$ 300.00
<b>5.0 Development Variance Permit</b>	
5.1 Application fee .....	\$ 400.00
<b>6.0 Board of Variance Appeal</b>	
6.1 Application fee .....	\$ 500.00
<b>7.0 Floodplain Exemption</b>	
7.1 Application fee .....	\$ 400.00
<b>8.0 Strata Title Conversion</b>	
8.1. Application fee .....	\$ 150.00
plus: i) \$150.00 for each additional unit	
<b>9.0 Campsite Permit</b>	<b>Bylaw 713</b>
9.1 Application fee .....	\$ 150.00
plus: i) \$15.00 for each camping space	
9.2 Renewal fee .....	\$ 150.00
<b>10.0 Mobile Home Park Permit</b>	<b>Bylaw 2597</b>
10.1 Application fee .....	\$ 150.00
plus: i) \$30.00 for each mobile home space	
10.2 Renewal fee .....	\$ 150.00
<b>11.0 Applications to the Agriculture Land Commission (ALC)</b>	
11.1 Application fee .....	\$ 600.00

**12.0 File Searches (For routinely releaseable records only)**

12.1 Information recovery from archived files .....	\$	20.00
12.2 Information recovery from a property folio:		
i) first ½ hour of time spent .....	\$	0.00
ii) each additional ¼ hour spent after first ½ hour of time .....	\$	7.50

**13.0 Legal Documents**

13.1 Title and document search (including State of title, Covenants, Right of Ways, Easements, Plans and similar documents):		
i) Electronic search (per document) .....(up to)	\$	50.00
ii) Non-Electronic search (per document).....(up to)	\$	100.00

**14.0 Covenants**

14.1 Discharge of a Statutory Covenant .....	\$	250.00
14.2 Preparation or Amendment of a Statutory Covenant.....	\$	500.00

**15.0 Comfort Letters**

15.1 "Comfort Letter" for compliance with bylaws or zoning .....	\$	100.00
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**16.0 Letter of Concurrence for Communication Towers .....\$ 400.00**

Note: The number of dwelling units and/or parcels referred to at Sections 1.2 and 2.1 shall be determined by either using the maximum density of dwelling units permitted per hectare of land in the proposed zone or designation, or by dividing the area of the land proposed to be re-designated or zoned by the minimum parcel size requirement of the proposed zone or designation, whichever yields the greatest number.

## Schedule 4 – Bylaw Enforcement Fees

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### 1.0 Animal Control Fees

- 1.1. Impoundment Fees – Dogs (other than Dangerous Dogs)
- first impoundment in any calendar year \$ 50.00
  - second impoundment in any calendar year \$100.00
  - third impoundment in any calendar year \$250.00
  - each subsequent impoundment in any calendar year \$500.00
- 1.2. Impoundment Fees – Dangerous Dogs
- each impoundment \$1,000.00
- 1.3. Maintenance Fees
- each twenty-four (24) hour period, or part thereof \$ 20.00
  - Dangerous Dog \$30.00
- 1.4. Veterinary Costs Incurred costs as invoiced by Veterinarian

### 2.0 Dog Licensing Fees:

- 2.1. Intact Males and Non Spayed Females \$ 50.00  
Spayed Females and Neutered Males \$ 20.00  
Certified Guide or Assistance Dog no charge
- 2.2. notwithstanding 2.1, the licence fee for a dog that has reached 24 weeks in the same licencing year shall be prorated to a minimum amount of \$5.00
- 2.3. Where an owner presents proof that a dog was spayed or neutered in the same calendar year as the dog licence, the difference in licence fee shall be reimbursed for that calendar year, provided that the reimbursement is requested within the same calendar year as the licence.

### 3.0 Replacement of Lost, Destroyed or Mutilated Tags:

- 3.1 replacement of any lost, destroyed or mutilated tag \$ 5.00

### 4.0 Burning Permit Fees

- 4.1 Open Air Burning Permit (valid for one year) **Bylaw 2364**  
\$30.00

## Schedule 5 – Public Works and Engineering Services Fees

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### Section 1- Development Fees

### Bylaw 2000

#### 1.0 Examination Fees for the Subdivision of Land:

1.1	Subdivision Administration Fee	\$ 400.00
1.2	Simple lot intended to be created	\$ 500.00
1.3	Strata lot/unit intended to be created	\$ 500.00
1.4	Boundary Adjustments, per lot altered	\$ 100.00
1.5	Revision of subdivision referrals, each	\$ 150.00

If the revision results in additional lots to be created then 1.2 or 1.3 shall apply. If the revision results in a reduction of lots then no refund is given.

#### 1.6 Review Fee

A development/subdivision design review fee of whichever the greater between \$500 or equal to 1 percent of the construction cost (approved estimate by the Regional District) of works and services which are reviewed by the Regional District, shall be paid to the Regional District before a development/subdivision is approved.

#### 1.7 Inspection Fee

An inspection fee equal to 3 percent of the construction cost (approved estimate by the Regional District) of works and services which are owned and operated by the Regional District and that are reviewed or inspected by the Regional District, shall be paid to the Regional District before a subdivision is approved.

The inspection fee is not payable if the owner submits a certificate from a professional engineer that all works and services have been inspected by the engineer and have been completed in accordance with the requirements of this bylaw.

#### 2.0 Water Meter Vault, Appurtenances and Installation Fees

2.1 For all newly created lots a fee will be paid a time of subdivision for each lot that lies within a Water Service Area owned and operated by the Regional District as follows:

2.1.1	¾ to 1 ½ inch Service	\$1,500/lot
2.1.2	2 inch Service	\$2,000/lot
2.1.3	4 inch Service	\$3,000/lot

The fee includes the cost for the water meter and meter installation.

2.2 The fees in 2.1 may also apply to zoning amendment applications.

## Schedule 5 – Public Works and Engineering Services Fees

### Section 2 - Development Cost Charges & Capital Expenditure Fees

<b>1.0 Okanagan Falls Sewer Development Cost Charges</b>	<b>Bylaw 2486</b>
1.1 Single detached dwelling per lot/per dwelling unit	\$9,500.00
1.2 Duplex per dwelling unit	\$9,500.00
1.3 Townhouse per dwelling unit	\$6,800.00
1.4 Apartment per dwelling unit	\$6,800.00
1.5 Commercial per m <sup>2</sup> gross floor area	\$ 30.00
1.6 Industrial per m <sup>2</sup> gross floor area	\$ 30.00
1.7 Institutional per m <sup>2</sup> gross floor area	\$ 27.00
<b>2.0 Naramata Water System Development Cost Charges and Capital Expenditure Charges</b>	<b>Bylaw 1804 NID Bylaw 443</b>
2.1 Development Cost Charges Zone A	
2.1.1 Single Family Residential at Subdivision	\$5,700/parcel
2.1.2 Multi Family Residential at Building Permit	\$5,700/dwelling
2.2 Capital Expenditure Charges – Zone A, B & C	
2.2.1 Single Family Residential	\$5,700/service
2.2.2 Multi-Family Residential	\$5,700/lot
2.2.3 Cottage	\$5,700/service
<b>3.0 Olalla Water System Capital Expenditure Charges</b>	<b>OID Bylaw 32</b>
3.1 Mobile Home Capital Expenditure Charge	\$1,000/unit
3.2 Capital Expenditure Charge	\$ 800/parcel
<b>4.0 Faulder Community Water System Development Cost Charges</b>	<b>Bylaw 1894</b>
4.1 Single Family Residential	\$4,200/parcel
<b>5.0 West Bench Water System Capital Expenditure Charge</b>	<b>WBID Bylaw 101</b>
5.1 Capital Expenditure Charge	\$3,000/parcel
<b>6.0 Gallagher Lake Water Connection Cost</b>	<b>Bylaw 2644</b>
6.1 Each water service	\$1,500.00

**7.0 Gallagher Lake Sewer Connection Cost**

**Bylaw 2645**

7.1 Sewer – Single Family Equivalent Units (SFU)

Each SFU equivalent unit in this section will have a Connection Cost of \$6,000.00.

Use	Person per Unit	SFU Equivalency	\$6000.00 Per
<b>Residential</b>	2.50 <sup>1</sup>	1.000	Dwelling
<b>Motel Unit</b>			2 Units
<b>Camp/RV Site</b>			2 Sites
<b>Commercial</b>	0.013 <sup>2</sup>	0.0052	193 m <sup>2</sup>
<b>Industrial</b>	0.006 <sup>2</sup>	0.0024	417 m <sup>2</sup>
<b>Institutional</b>	0.01 <sup>2</sup>	0.004	250 m <sup>2</sup>

Note: 1: RDOS' *Gallagher Lake & Vaseux Lake Areas Liquid Waste Management Plan*

2: The Ministry of Community, Sport of Cultural Development, *Provincial Best Practices for Development Cost Charges*

## Schedule 5 – Public Works and Engineering Services Fees

### Section 3 – Water System Fees<sup>1</sup> –not to exceed maximum of:

#### 1.0 Naramata Community Water System and Street Lighting

#### Bylaw 2377

1.1 Basic User Fee	\$ 960 <u>993</u> /house
1.2 Grade A Domestic	\$ 267 <u>276</u> /acre
1.3 Grade A Irrigation	\$ 255 <u>264</u> /acre

If land is deemed to be non-irrigable, residents may apply for exemption based on an agrologist's report

1.4 Grade B	\$165 <u>171</u> / parcel
1.5 Development Charge – applicable when no Basic User Fee attached to property	\$135 <u>140</u> / parcel
1.6 Street Lighting	\$ 4/ parcel

#### In addition to the above user fees, the following will also apply:

1.7 each garage, service station, coffee shop, cafe, business office, beauty salon, dog kennel, neighbourhood pub, hobby shop, an annual charge of	\$ 198 <u>205</u>
1.8 each farm winery and/or store and winery with restaurant, an annual charge of	\$ 396 <u>409</u>
1.9 each Packing house an annual charge of	\$ 1,070 <u>1,106</u>
1.10 each school an annual charge of	\$ 4,439 <u>4,590</u>
1.11 each Naramata Centre an annual charge of	\$ 10,094 <u>10,437</u>
1.12 each guesthouse, summer cabin or picker's cabin an annual charge of	\$ 165 /unit <u>171</u>
1.13 each residence where the owner has for year round use (or rental) living units, suites, guest cottages or cabins, an annual per unit charge of	\$ 825 /unit <u>853</u>
1.14 each motel or auto court an annual charge of	\$ 146 unit <u>151</u>
1.15 each resort an annual charge of	\$ 146 /unit <u>151</u>
1.16 each bed and breakfast an annual charge of	\$ 291 <u>301</u>
1.17 each tent and trailer court an annual charge of	\$ 765 <u>791</u>
1.18 each multiple family dwelling, duplex, apartment block or condominium, an annual charge of for each family unit, except that one such unit in each building shall be exempt.	\$ 825 <u>853</u> /unit
1.19 each bunkhouse an annual charge of	\$ 338 <u>349</u>
1.20 each single irrigation service connection a charge in accordance with the following:	
1.20.1 Three quarter inch (3/4")	\$ 83 <u>86</u>
1.20.2 One Inch (1")	\$ 83 <u>86</u>
1.20.3 One and One Quarter Inch (1 1/4")	\$ 83 <u>86</u>
1.20.4 One and One Half Inch (1 1/2")	\$ 83 <u>86</u>
1.20.5 Two Inches (2")	\$ 83 <u>86</u>

<sup>1</sup> Bylaw No. 2680.01, 2015 adopted May 21, 2015



- 1.21 Hydrant Permit \$ 30/per day
- 1.22 Connection Charge \$350/connection

**2.0 Olalla Water System**

**Bylaw 2381**

- 2.1 User Fees
  - 2.1.1 Single Family Dwelling \$ 391 ~~381~~/each
  - 2.1.2 Businesses \$ 391 ~~381~~/each
  - 2.1.3 Trailer Space \$ 391 ~~381~~/unit
  - 2.1.4 Motels \$ 391 ~~381~~/unit
  - 2.1.5 Apartments \$ 205 ~~200~~/unit

**3.0 Faulder Water System**

**Bylaw 1179**

- 3.1 User Rates By taxation

**4.0 West Bench Water System User Rates**

**Bylaw 2555**

- 4.1 Single Family \$ 767 /house
- 4.2 Vacant Lot \$ 767 /parcel
- 4.3 Multi Family \$ 1405 parcel
- 4.4 Park \$ 1571 /parcel
- 4.5 School \$ 8943 /parcel
- 4.6 Farm \$ 787 /parcel
- 4.7 Business \$ 956 /parcel
- 4.8 Utility \$ 787 /parcel
- 4.9 Grade A Irrigation \$ 123 /acre
- 4.10 Grade B Non-Irrigable \$ 116/flat rate

If a portion of land is deemed to be non-irrigable by an agrologist, the landowner may apply for exemption from the Grade A rate, based on the agrologist's report. The portion of land deemed non-irrigable will then be billed at a flat rate of \$ 116.

- 4.11 Capital Assessment \$ 93 /parcel
- 4.12 Renewal Fund \$ 115 /parcel

## 5.0 Gallagher Lake Water System

### 5.1 Flat Rates

	Type of Use	Unit of Charge	Annual Rates
<b>5.1.1</b>	<b>Residential</b>		
5.1.1.1	Single Family, Duplex, or mobile home not in a mobile home park	dwelling unit	\$ 631.00
5.1.1.2	3-plex, 4-plex, townhouse, mobile home in a mobile home park	dwelling unit	\$ 495.00
5.1.1.3	Apartment, secondary suite, cabin	dwelling unit	\$ 240.00
5.1.1.4	Assisted Living Care Unit	under 50 square meters gross area	\$ 316.00
<b>5.1.2</b>	<b>Commercial</b>		
5.1.2.1	Office, Hall, Bakery, Hair Salon, Funeral Home, other small commercial Businesses	per unit	\$ 279.00
5.1.2.2	Motel or Hotel	per room	\$ 210.00
5.1.2.3	Campground	per site	\$ 74.00
5.1.2.4	Restaurant, <del>or</del> Beverage Room, <del>or</del> Distillery:	less than 25 seats	\$ 602.00
		25 to 49 seats	\$ 900.00
		for each additional 25 seats or increment	\$ 300.00
5.1.2.5	Garage, Service Station, Theatre, Bowling Alley, Supermarket	per unit	\$ 601.00
5.1.2.6	Laundromat	per machine	\$ 183.00
5.1.2.7	Car Wash	per wand	\$ 183.00
5.1.2.8	Church	per unit	\$ 391.00
5.1.2.9	Hospital, Extended Care or Long-Term Care Facility	per bed	\$ 391.00
5.1.2.10	School	per classroom	\$ 391.00
5.1.2.11	Community Hall, Arena, Curling Rink, Swimming Pool	per unit	\$ 1,987.00

Where two or more types of uses are made of a single property or building, multiples or combinations of the user rate shall be determined by the RDOS, acting reasonably. In the case of a residence accompanying a commercial use, the applicable rate shall be the higher of the two rates but not both.

The rate for churches and halls is only intended where the premises are used for holding regular meetings. Where other uses are made of the building the appropriate user rates shall also apply.

### 5.2 Metered Rates

All consumption shall be charged at the rate of \$0.57 per cubic metre.

**6.0 General Water Services**

6.1	Hydrant Permit	\$ 30/per day
6.2	Connection Charge	\$ 350
6.3	Inspection & Administration Fee	\$ 100/each
6.4	Water Turn-On Fee	\$ 20
6.5	Valve Turn Request	\$ 20

## Schedule 5 – Public Works and Engineering Services Fees

### Section 4 – Sewer System Fees not to exceed a maximum of:

#### 1.0 Okanagan Falls Sewer User Rates

#### Bylaw 1707

The following rates do not apply if the owner is in possession of a Sewer Use Contract of Section 14 of the Okanagan Falls Special Service Area Sewerage Regulation Bylaw.

Category	Estimated Usage (m3/Day)	Factor	Annual Billing
Single Family Dwelling, Duplex or Townhouse per Single Family Unit	2.00	1.6	\$ 653 <u>672</u>
Apartment – per Dwelling Unit	1.5	1.2	\$ 490 <u>504</u>
Mobile Home Parks – per Mobile Home	1.5	1.2	\$ 490 <u>504</u>
Motel – per Unit	0.5	0.4	\$ 163 <u>168</u>
Hotel – per Unit	0.5	0.4	\$ 163 <u>168</u>
Restaurant	4.5	3.6	\$ 1469 <u>1,512</u>
Licensed lounge/pub	4.5	3.6	\$ 1469 <u>1,512</u>
Laundromat – per washer	0.9	0.7	\$ 286 <u>294</u>
Service Station	1.25	1	\$ 408 <u>420</u>
Coin operated car wash	7.5	6	\$ 2448 <u>2,520</u>
Stores, banks, small business, office buildings, (20 people or less, washroom facilities, major water use)	1.25	1	\$ 408 <u>420</u>
Supermarket	3.0	2.4	\$ 979 <u>1,008</u>
Churches, Community Halls & Drop-In Centres	1.25	1	\$ 408 <u>420</u>
Library	1.25	1	\$ 408 <u>420</u>
Schools per classroom	1.25	1	\$ 408 <u>420</u>
Industrial Plants (20 employees or less, washroom facilities, major water use)	1.25	1	\$ 408 <u>420</u>
Sani-dump – per station			\$ 163 <u>168</u>
Campgrounds – per site/pad			\$ 163 <u>168</u>
– per washroom facility			\$ 163 <u>168</u>

## 2.0 Gallagher Lake System

### 2.1. Flat Rates

	Type of Use	Unit of Charge	Annual Rates
<b>2.1.1</b>	<b>Residential</b>		
2.1.1.1	Single Family, Duplex, or mobile home not in a mobile home park	dwelling unit	\$ 434.00
2.1.1.2	3-plex, 4-plex, townhouse, mobile home in a mobile home park	dwelling unit	\$ 339.00
2.1.1.3	Apartment, secondary suite, cabin	dwelling unit	\$ 166.00
2.1.1.4	Assisted Living Care Unit	under 50 square meters gross area	\$ 216.00
<b>2.1.2</b>	<b>Commercial</b>		
2.1.2.1	Office, Hall, Bakery, Hair Salon, Funeral Home, other small commercial Businesses	per unit	\$ 434.00
2.1.2.2	Motel or Hotel	per room	\$ 318.00
2.1.2.3	Campground	per site	\$ 56.00
2.1.2.4	Restaurant <del>or</del> , Beverage Room or Distillery:	less than 25 seats	\$ 793.00
		25 to 49 seats	\$ 1,184.00
		for each additional 25 seats or increment	\$ 395.00
2.1.2.5	Garage, Service Station, Theatre, Bowling Alley, Supermarket	per unit	\$ 789.00
2.1.2.6	Laundromat	per machine	\$ 235.00
2.1.2.7	Car Wash	per wand	\$ 235.00
2.1.2.8	Church	per unit	\$ 460.00
2.1.2.9	Hospital, Extended Care or Long-Term Care Facility	per bed	\$ 460.00
2.1.2.10	School	per classroom	\$ 460.00
2.1.2.11	Community Hall, Arena, Curling Rink, Swimming Pool	per unit	\$ 2,174.00

Where two or more types of uses are made of a single property or building, multiples or combinations of the user rate shall be determined by the RDOS, acting reasonably. In the case of a residence accompanying a commercial use, the applicable rate shall be the higher of the two rates but not both.

The user rate for churches and halls is only intended where the premises are used for holding regular meetings. Where other types of uses are made of the building the

appropriate user rates shall also apply.

### 2.2.2 METERED RATES

Where sewer flows for a particular property or use are determined, by the RDOS or designate, to be in excess of the recoverable flat rate, the property in question will be invoiced based on one of the following:

2.2.2.1 Sewer users with an effluent or sewage flow meter shall be charged at the rate of \$0.78 per cubic metre of measured effluent.

2.2.2.2 For metered water users without effluent flow meters, the charge for use of the sewage system shall be calculated as 80% of the recorded volume of metered water used times a rate of \$0.78 per cubic metre.

### 3.0 General Sewer Services

3.1	Connection Charge	\$ 350.00
3.2	Inspection & Administration Fee	\$ 100/each

## Schedule 5 – Public Works and Engineering Services Fees

### Section 5 – Cemetery Fees

#### 1.0 Naramata Cemetery

Bylaw 2023

<b>1.1 PLOT RESERVATION LICENSE FEES:</b>	
Burial Plot: resident (\$120 allocated to reserve)	\$495
Burial Plot non-resident (\$240 allocated to reserve)	\$660
Cremation Plot: resident (\$40 allocated to reserve)	\$165
Cremation Plot non-resident (\$80 allocated to reserve)	\$220
<b>1.2 INTERMENT OPENING AND CLOSING FEES:</b>	
Burial Plot: 240 cm depth or greater	\$660
Cremation Plot:	\$110
<b>1.3 EXHUMATION OR DISINTERMENT OPENING AND CLOSING FEES:</b>	
Burial Plot:	\$650
Cremation Plot:	\$150
<b>1.4 OPENING OR CLOSING FOR INTERMENT/ EXHUMATION/DISINTERMENT OTHER THAN DURING NORMAL BUSINESS HOURS:</b>	
Fee in addition to that applicable under item 1.2 or 1.3 above for burial plot:	\$220
Fee in addition to that applicable under item 2 or 3 above for cremation plot:	\$220
<b>1.5 ISSUANCE OF LICENSE/PERMIT OTHER THAN DURING NORMAL BUSINESS HOURS, OR LESS THAN 24 HOURS PRIOR TO SCHEDULED INTERMENT:</b>	
Fee in addition to that applicable under item 1, 2 or 4 above:	\$100
<b>1.6 INSTALLATION OF MEMORIAL MARKER:</b>	\$ 94
(\$10 allocated to reserve)	
<b>1.7 GRAVE LINER:</b>	\$275
<b>1.8 PICTURE OF INTERRED FOR INTERNET</b>	
one time charge (optional)	\$ 50
<b>1.9 TEXT</b>	
for interment to a maximum of 200 words, (optional)	\$ 50
<b>1.10 SCATTERING GARDEN</b>	
Fee for Scattering Garden Plaque	\$150
Fee for Scattering Gardens Care Fund	\$ 50

## Schedule 5 – Public Works and Engineering Services Fees

### Section 6 Curbside Solid Waste Collection and Drop-Off Service Fees Bylaw 2191

6.1	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “A”.	\$125 per premise per year
6.2	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “B”.	\$115 per premise per year
6.3	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “C”.	\$135 per premise per year
6.4	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “D” excluding Upper Carmi, Heritage Hills, Lakeshore Highlands and Kaleden.	\$110 per premise per year
6.5	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “D” within Upper Carmi, Heritage Hills, Lakeshore Highlands and Kaleden.	\$145 per premise per year
6.6	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in the participating areas of Electoral Areas “E”.	\$145 per premise per year
6.7	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in the participating areas of Electoral Area “F”.	\$145 per premise per year
6.8	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “G”.	\$150 per premise per year
6.9	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in the Village of Keremeos.	\$115 per premise per year
6.10	Tag-a-Bag as defined by the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw	\$1.50 each



**Schedule 5 – Public Works and Engineering Services Fees**

**Section 7- Sanitary Landfills**

**New Regulatory Bylaw**

**1.0 Campbell Mountain Sanitary Landfill**

**1.1 The general charges for depositing SOLID WASTE at the Campbell Mountain Sanitary Landfill are:**

	Refuse	Charge per tonne per load	Charge Information
1.1.1	REFUSE	\$95.00	\$5.00 minimum charge

	Demolition, Renovation and Construction Materials	Charge per tonne per load	Charge Information
1.1.2	ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$90.00 up to 500 kg; \$500.00 portion above 500 kg	\$25.00 minimum charge. <b>RDOS approval form required. Contact RDOS for approval requirements.</b>
1.1.3	NON-ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge
1.1.4	CONSTRUCTION MIXED LOAD	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge <b>RDOS approval form required</b>
1.1.5	GYPSUM BOARD	\$95.00	<del>\$10.00</del> <b>5.00</b> minimum charge
1.1.6	WOOD WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
1.1.7	CONTAMINATED WOOD PRODUCT	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	<i>PRESERVED WOOD</i>	<i>See Section 1.2.3 below</i>	
1.1.8	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE-SEPARATED	\$20.00	\$5.00 minimum charge
1.1.9	Ceramic Fixtures	\$20.00	\$5.00 minimum charge
1.1.10	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE-SEPARATED	\$50.00	\$5.00 minimum charge
1.1.11	Plate glass or other non-container glass	\$95.00	\$5.00 minimum charge

	Soil	Charge per tonne per load	Charge Information
1.1.12	CLEAN FILL	\$0.00	
1.1.12.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
1.1.12.2	The appropriate waste management form is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		

1.1.13	CONTAMINATED SOIL Relocation Application	\$250.00 per application	'RDOS Application for the Relocation of CONTAMINATED SOIL' as per RDOS Policy P5280-00.05.
1.1.14	CONTAMINATED SOIL	\$20.00	\$50.00 minimum charge
1.1.14.1	(Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of metal parameters greater than Agricultural (AL) but not greater than the concentrations for the applicable metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
1.1.14.2	(Non-Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
1.1.14.3	Small Volume Contaminated Soil: maximum five cubic metres or less ( $\leq 5 \text{ m}^3$ ). No Relocation Agreement required. The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		

	Organic and Agricultural	Charge per tonne per load	Charge Information
1.1.15	FRUIT WASTE	<del>\$10.00</del> \$0.00 up to 500 kg. \$50.00 portion above 500 kg.	\$5.00 minimum charge for loads greater than 500 kg.
1.1.16	YARD AND GARDEN WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	WOOD WASTE	See Section 1.1.6 above	
	CONTAMINATED WOOD PRODUCT	See Section 1.1.7 above	
	PRESERVED WOOD	See Section 1.2.3 below	
	TREE STUMPS	See Section 1.2.16 below	
1.1.17	AGRICULTURAL ORGANIC MATERIAL other than FRUIT WASTE	\$0.00	
1.1.18	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
1.1.19	PROCESSED ORGANICS	\$0.00	
	City of Penticton Compost Sales	Operated by the City of Penticton. Call 250-490-2500 to confirm price and availability.	

	Recyclables	Charge per tonne per load	Charge Information
1.1.20	RESIDENTIAL RECYCLING	\$0.00	Free of CONTAMINATION
<del>1.1.21</del>	<del>UNSORTED RESIDENTIAL RECYCLING</del>	<del>\$95.00</del>	<del>\$5.00 minimum charge free of CONTAMINATION</del>
<del>1.1.2122</del>	<del>CORRUGATED CARDBOARD</del>	<del>\$0.00</del>	<del>Free of CONTAMINATION</del>
<del>1.1.2223</del>	<del>Container Glass</del>	<del>\$0.00</del>	<del>Bottles and jars only</del>
<del>1.1.2324</del>	<del>METAL</del>	<del>\$0.00 up to 500 kg;</del>	<del>\$5.00 minimum charge</del>

		\$50.00 portion above 500 kg	for loads greater than 500 kg
1.1. <del>2425</del>	HOUSEHOLD HAZARDOUS WASTE	\$0.00	Residential quantities which originate within the SERVICE AREA
1.1. <del>2526</del>	E-WASTE	\$0.00	Acceptable quantities which originate within the SERVICE AREA
1.1. <del>2627</del>	BATTERIES	\$0.00	
1.1. <del>2728</del>	PRESSURIZED TANKS	<del>\$1.00</del>	Empty
1.1. <del>2829</del>	Recyclable TIRES (Max. 10 per customer/day)	\$0.00	Rims removed
1.1. <del>2930</del>	OVERSIZE TIRES	<del>\$250.00</del> 400.00	Rims removed
	<u>PRESSURIZED TANKS</u>		<u>See Section 1.3 below</u>
	<u>TIRES with Rims</u>		<u>See Section 1.3 below</u>
	<u>REFRIGERATION UNITS</u>		<u>See Section 1.3 below</u>
	<u>Mattress and Box Springs</u>		<u>See Section 1.3 below</u>

**1.2 The charges for depositing authorized CONTROLLED WASTE and authorized PROHIBITED WASTE at the Campbell Mountain Sanitary Landfill are:**

	Controlled Waste	Charge per tonne per load	Charge Information
1.2.1	Environmental Cleanup Materials	\$0.00 (see Information on Charge)	Requires written permission of the MANAGER prior delivery of materials to SITE
<del>1.2.2</del>	<del>Water Treatment Centrifuge Residuals</del>	<del>\$20.00</del> (see Information on Charge)	<del>No Charge when immediately deposited in designated location</del>
1.2.3	PRESERVED WOOD	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
1.2.4	INVASIVE PLANTS	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
1.2.5	INFESTED VEGETATION	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
1.2.6	Screenings and sludge from municipal sewage treatment plants, pump stations and domestic septic systems	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.7	Condemned foods	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.8	CLINICAL/LABORATORY WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.9	BULKY WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.10	CARCASSES	\$50.00	\$10.00 minimum charge
1.2.11	Manifested ASBESTOS or ASBESTOS CONTAINING MATERIAL (ACM)	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.12	BURNED MATERIALS	<del>\$500</del> 250.00 up to 500 kg; <del>\$500</del> 250.00 portion above 500 kg	<del>\$50</del> 10.00 minimum charge

1.2.13	Foundry Dust	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.14	FOOD PROCESSING WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.15	TIMBER WASTE	\$300.00	\$50.00 minimum charge
1.2.16	TREE STUMPS	\$50.00	\$10.00 minimum charge
1.2.17	RENDERABLE PRODUCT	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.18	Authorized PROHIBITED WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
<u>1.2.19</u>	<u>NON-RECYCLABLE CONCRETE</u>	<u>\$60.00</u>	<u>\$50.00 minimum charge</u>

**1.3 The following charges that are in addition to the general charges outlined in 1.1 and 1.2 of Schedule 5, shall also apply:**

	Recyclables	Addition to General Charges	Charge Information
<u>1.3.1</u>	<u>Large PRESSURIZED TANKS</u>	<u>\$1.00 per unit</u>	<u>4.5 kg. (10 lb.) or greater</u>
<u>1.3.2</u>	<u>Small PRESSURIZED TANKS</u>	<u>Free</u>	<u>Less than 4.5 kg. (10 lb.)</u>
<del>1.3.13</del>	REFRIGERATION Unit	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
<del>1.3.24</del>	TIRES with Rims	<del>\$12</del> .00 per unit	<u>Maximum 10 per load/day</u>
<del>1.3.35</del>	Mattress	\$7.50 per unit	Any size
<del>1.3.46</del>	Box Spring	\$7.50 per unit	Any size

~~1.3.57~~ Any REFUSE that is deposited at the ACTIVE FACE or the REFUSE BINS and that contains more than one percent (1%) acceptable CONTROLLED WASTE or RECYCLABLE WASTE, by volume, shall be charged double the normal fee set out in 1.1 and 1.2 of this Schedule with a \$10.00 minimum charge with the exception of DRC.

1.3.8 Any REFUSE that is deposited in the REFUSE BINS that contains CONTROLLED WASTE or RECYCLABLE WASTE shall be charged double the normal fee set out in 1.1 and 1.2 of this Schedule with a \$20.00 minimum charge

~~1.3.69~~ Any SOLID WASTE load that is deposited in a designated stockpile area, and that contains CONTAMINANTS shall be charged three times the rate for REFUSE, or three times the highest rate for any material contained in the load, whichever is greater.

1.3.10 Any LOAD of RECYCLABLE WASTE that is deposited at the ACTIVE FACE, shall be charged three times the rate for REFUSE.

~~1.3.711~~ Any MIXED LOAD deposited at the SITE shall be charged at the rate for the component of the load with the highest applicable rate.

~~1.3.8-12~~ The fee for each load of SOLID WASTE that arrives at the SITE that is not properly covered or secured shall be charged double the normal fee set out in 1.1 and 1.2 of this Schedule with a \$10 minimum charge.

~~1.3.9-13~~ The charge payable under 1.1 and 1.2 of this Schedule shall be paid following the weighing of the empty motor vehicle after the LOAD is deposited and shall be based on the NET WEIGHT, difference in weight between the GROSS WEIGHT and the TARE WEIGHT of the empty vehicle.

1.3. ~~10-14~~ In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 1.1, 1.2 and 1.3 of this Schedule or at the discretion of the MANAGER, the SITE OFFICIAL shall use the fees outlined in Section 5.

1.3. ~~14-15~~ All Agricultural Properties having materials ground or chipped in the SERVICE AREA under the In-Situ Agricultural Chipping Program may pay a fee as determined by the REGIONAL DISTRICT.

1.3.16 Each offence committed against the current Waste Management Service Regulatory Bylaw shall be deemed a separate and distinct offence and shall be charged double the normal fee with a \$10 minimum charge as set out in 1.1 and 1.2 of this Schedule.

1.3. ~~17~~ SOLID WASTE generated in the SERVICE AREA through the DEMOLITION, RENOVATION and CONSTRUCTION of Local Government Improvements owned by The City of Penticton, The Village of Keremeos or the RDOS are exempt from tipping fees provided the SOLID WASTE is SOURCE-SEPARATED prior to delivery, the MANAGER is notified 24 hours in advance and the materials are deposited appropriately at the SITE. DEMOLITION AND RENOVATION MIXED LOAD shall be charged the applicable fees above.

## Schedule 5 – Public Works and Engineering Services Fees

### Section 7- Sanitary Landfills

#### 2.0 Okanagan Falls Sanitary Landfill

2.1 The general charges for depositing SOLID WASTE at the Okanagan Falls Sanitary Landfill are:

	Refuse	Charge per tonne per load	Charge Information
2.1.1	REFUSE not containing Food Waste	\$95.00	\$5.00 minimum charge
<del>2.1.2</del>	<del>REFUSE containing Food Waste</del>	<del>\$300.00</del>	<del>\$25.00 minimum charge</del>

	Demolition, Renovation and Construction Materials	Charge per tonne per load	Charge Information
2.1. <del>32</del>	ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$90.00 up to 500 kg; \$200.00 portion above 500 kg	\$25.00 minimum charge. <b>RDOS approval form required. Contact RDOS for approval requirements.</b>
2.1. <del>43</del>	NON-ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$150.00 up to 500 kg; \$500.00 portion above 500 kg	\$50.00 minimum charge
2.1. <del>54</del>	CONSTRUCTION MIXED LOAD	<del>\$150</del> 90.00 up to 500 kg; \$200.00 portion above 500 kg	<del>\$50</del> 25.00 minimum charge
2.1. <del>65</del>	ASSESSED DEMOLITION RENOVATION AND CONSTRUCTION MIXED LOAD NON-SERVICE AREA	<del>\$250.00</del> <u>\$100.00 up to 500 kg;</u> <u>\$250.00 portion above 500 kg.</u>	\$50.00 minimum charge, for loads originating from outside the SERVICE AREA
2.1. <del>76</del>	GYPSON BOARD	\$95.00	<del>\$105</del> .00 minimum charge
2.1. <del>87</del>	WOOD WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
2.1. <del>98</del>	CONTAMINATED WOOD PRODUCT	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	<i>PRESERVED WOOD</i>	<i>See Section 2.2.3 below</i>	
2.1. <del>109</del>	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE-SEPARATED	\$20.00	\$5.00 minimum charge
2.1. <del>1110</del>	Ceramic Fixtures	\$20.00	\$5.00 minimum charge
2.1. <del>1211</del>	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE-SEPARATED	\$50.00	\$5.00 minimum charge
2.1. <del>1312</del>	Plate glass or other non-container glass	\$95.00	\$5.00 minimum charge

	Soil	Charge per tonne per load	Charge Information
2.1. <del>1413</del>	CLEAN FILL	\$0.00	

2.1.14.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
2.1.14.2	The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		
2.1.15	CONTAMINATED SOIL APPLICATION	\$250.00 per application	'RDOS Application for the Relocation of CONTAMINATED SOIL' as per RDOS Policy P5280-00.05
2.1.16	CONTAMINATED SOIL	\$20.00	\$50.00 minimum charge
2.1.16.1	(Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of metal parameters greater than Agricultural (AL) but not greater than the concentrations for the applicable metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
2.1.16.2	(Non-Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
2.1.16.3	Small Volume Contaminated Soil (under 5 cubic metres) (< 5 m3). No Relocation agreement required. The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		

	Organic and Agricultural	Charge per tonne per load	Charge Information
	FRUIT WASTE	Not accepted	
2.1.17	YARD AND GARDEN WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	WOOD WASTE	<i>See Section 2.1.8 above</i>	
	CONTAMINATED WOOD PRODUCT	<i>See Section 2.1.9 above</i>	
	PRESERVED WOOD	<i>See Section 2.2.3 below</i>	
	TREE STUMPS	<i>See Section 2.2.10 below</i>	
2.1.18	AGRICULTURAL ORGANIC MATERIAL	\$0.00	
2.1.19	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
2.1.20	PROCESSED ORGANICS	\$0.00	

	Recyclables	Charge per tonne per load	Charge Information
2.1.21	RESIDENTIAL RECYCLING	\$0.00	Free of CONTAMINANTS
<del>2.1.22</del>	<del>UNSORTED RESIDENTIAL RECYCLING</del>	<del>\$95.00</del>	<del>\$5.00 minimum charge. Free of CONTAMINATION</del>
2.1.223	CORRUGATED CARDBOARD	\$0.00	Free of CONTAMINANTS

2.1. <del>23</del> 24	Container Glass	\$0.00	Bottles and jars free of all other material except container label
2.1.25	E-WASTE	\$0.00	Acceptable residential quantities which originate within the SERVICE AREA
2.1.2426	METAL	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
2.1.2527	BATTERIES (Max. 10 per customer/day)	\$0.00	
2.1.26	PRESSURIZED TANKS	\$1.00	Empty
2.1.2728	Recyclable TIRES	\$0.00	Rims removed
2.1.2829	OVERSIZE TIRES	\$250 <del>400</del> .00	Rims removed
	PRESSURIZED TANKS	See Section 2.3 below	
	TIRES with Rims	See Section 2.3 below	
	REFRIGERATION UNITS	See Section 2.3 below	
	Mattress and Box Springs	See Section 2.3 below	

**2.2 The charges for depositing authorized CONTROLLED WASTE and authorized PROHIBITED WASTE at the Okanagan Falls Sanitary Landfill are:**

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	Waste	Charge per tonne per load	Charge Information
2.2.1	Environmental Cleanup Materials	\$0.00 (see Information on Charge)	Requires written permission of the MANAGER prior delivery of materials to SITE
2.2.2	BIOSOLIDS	\$150.00 (see Information on Charge)	No Charge when immediately deposited in designated location
2.2.3	PRESERVED WOOD	\$150.00 (see Information on Charge)	No Charge when immediately deposited in designated location
2.2.4	INVASIVE PLANTS	\$150.00 (see Information on Charge)	No Charge when immediately deposited in designated location
2.2.5	INFESTED VEGETATION	\$150.00 (see Information on Charge)	No Charge when immediately deposited in designated location
2.2.6	BULKY WASTE	\$150.00	\$50.00 minimum charge
2.2.7	Manifested ASBESTOS or ASBESTOS-CONTAINING MATERIAL (ACM)	\$150.00	\$50.00 minimum charge
2.2.8	BURNED MATERIALS	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge
2.2.97	TIMBER WASTE	\$300.00	\$50.00 minimum charge
2.2.108	TREE STUMPS	\$50.00	\$50.00 minimum charge
2.2.119	Authorized PROHIBITED WASTE	\$150 <del>200</del> .00	\$50.00 minimum charge
2.2.10	Non-RECYCLABLE CONCRETE	\$60.00	\$50.00 minimum charge



**2.3 The charges for depositing PROHIBITED WASTE as per 2.4.16 at the Okanagan Falls Sanitary Landfill are:**

	<b>Prohibited Waste</b>	<b>Charge per tonne per load</b>	<b>Charge Information</b>
<b>2.3.1</b>	PROHIBITED WASTE	\$500.00	\$250.00 minimum charge

**2.4 The following charges that are in addition to the general charges outlined in 2.1 and 2.2 of Schedule 5, shall also apply:**

	<b>Recyclables</b>	<b>Addition to General Charges</b>	<b>Charge Information</b>
<b>2.4.1</b>	Large PRESSURIZED TANKS	\$1.00 per unit	4.5 kg. (10 lb.) or greater
<b>2.4.2</b>	Small PRESSURIZED TANKS	Free	Less than 4.5 kg. (10 lb.)
<b>2.3-14.3</b>	REFRIGERATION UNITS	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
<b>2.3-24.4</b>	TIRES with Rims	\$1.2.00 per unit	
<b>2.3-34.5</b>	Mattress	\$7.50 per unit	Any size
<b>2.3-44.6</b>	Box Spring	\$7.50 per unit	Any size

**2.3-54.7**

Any REFUSE that is deposited at the ACTIVE FACE or the REFUSE BINS and that contains more than one percent (1%) RECYCLABLE WASTE or CONTROLLED WASTE, by volume, shall be charged double the normal fee set out in 2.1 and 2.2 of this Schedule with a \$1020.00 minimum charge ~~with the exception of DRC.~~

**2.3-64.8** Any SOLID WASTE load that is deposited in a designated stockpile area, and that contains CONTAMINANTS shall be charged three times the rate for refuse, or three times the highest rate for any material contained in the load, whichever is greater.

**2.3-74.9** Any MIXED LOAD deposited at the SITE shall be charged at the rate for the component of the load with the highest applicable rate.

**2.4.10** Any LOAD of RECYCLABLE WASTE that is deposited at the ACTIVE FACE, shall be charged three times the rate for REFUSE.

**2.3-84.11** The fee for each load of SOLID WASTE that arrives at the SITE that is not properly covered or secured shall be charged double the normal fee set out in 2.1 and 2.2 of this Schedule ~~with a \$10 minimum charge.~~

**2.3-94.12** The charge payable under 2.1 and 2.2 of this Schedule shall be paid following the weighing of the empty motor vehicle after the LOAD is deposited and shall be based on the NET WEIGHT, difference in weight between the GROSS WEIGHT and the TARE WEIGHT of the empty vehicle.

**2.3-104.13** In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 2.1, 2.2 and 2.3 of this Schedule or at the discretion of the MANAGER, the SITE OFFICIAL shall use the fees outlined in Section 5.

~~2.3.114.14~~ All Agricultural Properties having materials ground or chipped in the SERVICE AREA under the In-Situ Agricultural Chipping Program may pay a fee as determined by the REGIONAL DISTRICT.

2.4.15 Each offence committed against the current Waste Management Service Regulatory Bylaw shall be deemed a separate and distinct offence and shall be charged double the normal fee with a \$10 minimum charge as set out in 2.1 and 2.2 of this Schedule

~~2.3.124.16~~ SOLID WASTE generated in the SERVICE AREA through the DEMOLITION, RENOVATION and CONSTRUCTION of Local Government Improvements owned by The City of Penticton, The Village of Keremeos or the RDOS are exempt from tipping fees provided the SOLID WASTE is SOURCE-SEPARATED prior to delivery, the MANAGER is notified 24 hours in advance and the materials are deposited appropriately at the SITE. DEMOLITION AND RENOVATION MIXED LOAD shall be charged the applicable fees above.

2.4.17 Deposit of PROHIBITED WASTE including but not limited to ASBESTOS CONTAINING MATERIALS, FRUIT WASTE, FOOD WASTE and BURNED MATERIALS is not authorized for DISPOSAL at the Okanagan Falls SITE.

## Schedule 5 – Public Works and Engineering Fees

### Section 7- Sanitary Landfills

#### 3.0 Oliver Sanitary Landfill

3.1 The general charges for depositing SOLID WASTE at the Oliver Sanitary Landfill are:

	Refuse	Charge per tonne per load	Charge Information
3.1.1	REFUSE	\$95.00	\$5.00 minimum charge

	Demolition, Renovation and Construction Materials	Charge per tonne per load	Charge Information
3.1.2	ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$90.00 up to 500 kg; \$500.00 portion above 500 kg	\$25.00 minimum charge. <b>RDOS approval form required. Contact RDOS for approval requirements.</b>
3.1.3	NON-ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge
3.1.4	CONSTRUCTION MIXED LOAD	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge
3.1.5	GYPSUM BOARD	\$95.00	<del>\$105.00</del> minimum charge
3.1.6	WOOD WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
3.1.7	CONTAMINATED WOOD PRODUCT	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	<i>PRESERVED WOOD</i>	<i>See Section 1.2.3 below</i>	
3.1.8	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE-SEPARATED	\$20.00	\$5.00 minimum charge
3.1.9	Ceramic Fixtures	\$20.00	\$5.00 minimum charge
3.1.10	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE-SEPARATED	\$50.00	\$5.00 minimum charge
3.1.11	Plate glass or other non-container glass	\$95.00	\$5.00 minimum charge

	Soil	Charge per tonne per load	Charge Information
3.1.12	CLEAN FILL	\$0.00	
3.1.12.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
3.1.12.2	The appropriate waste management form is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the fill to the SITE.		
3.1.13	CONTAMINATED SOIL APPLICATION	\$250.00 per application	'RDOS Application for the Relocation of CONTAMINATED SOIL' as per RDOS Policy P5280-00.05

3.1.14	CONTAMINATED SOIL	\$20.00	\$50.00 minimum charge
3.1.14.1	(Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of metal parameters greater than Agricultural (AL) but not greater than the concentrations for the applicable metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
3.1.14.2	(Non-Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
3.1.14.3	Small Volume Contaminated Soil (under 5 cubic metres) (< 5 m3). No Relocation agreement required. The appropriate waste management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		

	Organic and Agricultural	Charge per tonne per load	Charge Information
3.1.15	FRUIT WASTE	\$10.00	\$5.00 minimum charge
3.1.16	YARD AND GARDEN WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads more than 500 kg
	WOOD WASTE	<i>See Section 3.1.6 above</i>	
	CONTAMINATED WOOD PRODUCT	<i>See Section 3.1.7 above</i>	
	PRESERVED WOOD	<i>See Section 3.2.2 below</i>	
	TREE STUMPS	<i>See Section 3.2.15 below</i>	
3.1.17	AGRICULTURAL ORGANIC MATERIAL other than FRUIT WASTE	\$0.00	
3.1.18	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
3.1.19	PROCESSED ORGANICS	\$0.00	
3.1.20	COMPOST Sales	\$50.00	Retail price per tonne when available

	Recyclables	Charge per tonne per load	Charge Information
3.1.21	RESIDENTIAL RECYCLING	\$0.00	Free of contaminants
<u>3.1.22</u>	<u>UNSORTED RESIDENTIAL RECYCLING</u>	<u>\$95.00</u>	<u>\$5.00 minimum charge.</u> <u>Free of CONTAMINATION</u>
3.1.23	CORRUGATED CARDBOARD	\$0.00	
3.1.24	Container Glass	\$0.00	Bottles and jars free of all other material except container label
3.1.25	METAL	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads more than 500 kg
3.1.26	PAINT	\$0.00	Residential quantities which originate within the SERVICE AREA

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3.1. <del>2627</del>	E-WASTE	\$0.00	Acceptable quantities which originate within the SERVICE AREA
1.1. <del>2728</del>	BATTERIES	\$0.00	
<del>1.1.28</del>	<del>PRESSURIZED TANKS</del>	<del>\$1.00</del>	<del>Empty</del>
1.1.29	Recyclable TIRES (Max. 10 per customer/day)	\$0.00	Rims removed
1.1.30	OVERSIZE TIRES	<del>\$250</del> 400.00	Rims removed
	<del>PRESSURIZED TANKS</del>	<del>See Section 3.3 below</del>	
	<del>TIRES with Rims</del>	<del>See Section 3.3 below</del>	
	<del>REFRIGERATION UNITS</del>	<del>See Section 3.3 below</del>	
	<del>Mattress and Box Springs</del>	<del>See Section 3.3 below</del>	

**3.2 The charges for depositing authorized CONTROLLED WASTE and authorized PROHIBITED WASTE at the Oliver Sanitary Landfill are:**

	Waste	Charge per tonne per load	Charge Information
3.2.1	Environmental Cleanup Materials	\$0.00 (see Information on Charge)	Requires written permission of the MANAGER prior delivery of materials to SITE
3.2.2	PRESERVED WOOD	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
3.2.3	INVASIVE PLANTS	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
3.2.4	INFESTED VEGETATION	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
3.2.5	Screenings and sludge from municipal sewage treatment plants, pump stations and domestic septic systems	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.6	Condemned foods	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.7	CLINICAL/LABORATORY WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.8	BULKY WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.9	CARCASSES	\$50.00	\$5.00 minimum charge
3.2.10	Manifested ASBESTOS or ASBESTOS CONTAINING MATERIAL (ACM)	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.11	BURNED MATERIALS	<del>\$150</del> 50.00 up to 500 kg; <del>\$500</del> 250.00 portion above 500 kg	\$50.00 minimum charge
3.2.12	Foundry Dust	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.13	FOOD PROCESSING WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.14	TIMBER WASTE	\$300.00	\$50.00 minimum charge
3.2.15	TREE STUMPS	\$50.00	\$10.00 minimum charge
3.2.16	RENDERABLE PRODUCT	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.17	Authorized PROHIBITED WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge

<u>3.2.18</u>	<u>Non-RECYCLABLE CONCRETE</u>	<u>\$60.00</u>	<u>\$50.00 minimum charge</u>
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**3.3 The following charges that are in addition to the general charges outlined in 3.1 and 3.2 of Schedule 5, shall also apply:**

	<b>Recyclables</b>	<b>Addition to General Charges</b>	<b>Charge Information</b>
<u>3.3.1</u>	<u>Large PRESSURIZED TANKS</u>	<u>\$1.00 per unit</u>	<u>4.5 kg. (10 lb.) or greater</u>
<u>3.3.2</u>	<u>Small PRESSURIZED TANKS</u>	<u>Free</u>	<u>Less than 4.5 kg. (10 lb.)</u>
<u>3.3.13</u>	REFRIGERATION UNIT	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
<u>3.3.24</u>	TIRES with Rims	<u>\$12.00 per unit</u>	<u>Maximum 10 per day</u>
<u>3.3.35</u>	Mattress	\$7.50 per unit	Any size
<u>3.3.46</u>	Box Spring	\$7.50 per unit	Any size

~~3.3.5 Any REFUSE that is deposited at the ACTIVE FACE or the REFUSE BINS and that contains more than one percent (1%) RECYCLABLE WASTE or CONTROLLED WASTE, by volume, shall be charged double the normal fee set out in 3.1 and 3.2 of this Schedule with a \$10.00 minimum charge with the exception of DRC.~~

3.3.7 Any REFUSE that is deposited at the ACTIVE FACE, with the exception of DEMOLITION AND RENOVATION MIXED LOAD and CONSTRUCTION MIXED LOAD, that contains CONTROLLED WASTE or RECYCLABLE WASTE, shall be charged double the normal fee set out in 3.1 and 3.2 of this Schedule.

3.3.8 Any REFUSE that is deposited in the REFUSE BINS that contains CONTROLLED WASTE or RECYCLABLE WASTE shall be charged double the normal fee set out in 1.1 and 1.2 of this Schedule with a \$20.00 minimum charge

~~3.3.6-9~~ Any SOLID WASTE load that is deposited in a designated stockpile area, and that contains CONTAMINANTS shall be charged three times the rate for REFUSE, or three times the highest rate for any material contained in the load, whichever is greater.

3.3.10 Any LOAD of RECYCLABLE WASTE that is deposited at the ACTIVE FACE, shall be charged three times the rate for REFUSE.

~~3.3.7-11~~ Any MIXED LOAD deposited at the SITE shall be charged at the rate for the component of the load with the highest applicable rate.

~~3.3.8-12~~ The fee for each load of SOLID WASTE that arrives at the SITE that is not properly covered or secured shall be charged double the normal fee set out in 3.1 and 3.2 of this Schedule with a \$10 minimum charge.

~~3.3.9-13~~ The charge payable under 3.1 and 3.2 of this Schedule shall be paid following the weighing of the empty motor vehicle after the LOAD is deposited and shall be based on the NET WEIGHT, difference in weight between the GROSS WEIGHT and the TARE WEIGHT of the empty vehicle.

~~3.3.10 In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 3.1, 3.2 and 3.3 of this Schedule or at the discretion of the MANAGER, the SITE OFFICIAL shall use the fees outlined in Section 5 of this Schedule.~~

3.3.14 In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 3.1, and 3.2 of this Schedule.

3.3.~~14~~15 All Agricultural Properties having materials ground or chipped in the SERVICE AREA under the In-Situ Agricultural Chipping Program may pay a fee as determined by the REGIONAL DISTRICT.

3.3.16 Each offence committed against the current Waste Management Service Regulatory Bylaw shall be deemed a separate and distinct offence and shall be charged double the normal fee with a \$10 minimum charge as set out in 3.1 and 3.2 of this Schedule

3.3.17 SOLID WASTE generated in the SERVICE AREA through the DEMOLITION, RENOVATION and CONSTRUCTION of Local Government Improvements owned by The Town of Oliver or the RDOS are exempt from tipping fees provided the SOLID WASTE is SOURCE-SEPARATED prior to delivery, the MANAGER is notified 24 hours in advance and the materials are deposited appropriately at the SITE. DEMOLITION AND RENOVATION MIXED LOAD shall be charged the applicable fees above.

## Schedule 5 – Public Works and Engineering Fees

### Section 7- Sanitary Landfills

#### 4.0 Keremeos Sanitary Landfill

##### 4.1 The general charges for depositing SOLID WASTE at the Keremeos Sanitary Landfill are:

	Refuse	Charge per tonne per load	Charge Information
4.1.1	REFUSE	\$95.00	\$5.00 minimum charge

	Demolition, Renovation and Construction Materials	Charge per tonne per load	Charge Information
	DEMOLITION RENOVATION AND CONSTRUCTION MIXED LOAD	Mixed Loads Not Accepted	
4.1.2	GYPSUM BOARD	\$95.00	\$ <del>10</del> 5.00 minimum charge
4.1.3	WOOD WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
4.1.4	CONTAMINATED WOOD PRODUCT	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	<i>PRESERVED WOOD</i>	<i>See Section 1.2.3 below</i>	
4.1.5	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE-SEPARATED	\$20.00	\$5.00 minimum charge
4.1.6	Ceramic Fixtures	\$20.00	\$5.00 minimum charge
4.1.7	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE-SEPARATED	\$50.00	\$5.00 minimum charge
4.1.8	Plate glass or other non-container glass	\$95.00	\$5.00 minimum charge

	Soil	Charge per tonne per load	Charge Information
4.1.9	CLEAN FILL	\$0.00	
4.1.9.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
4.1.9.2	The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the fill to the SITE.		
4.1.10	REMEDIATABLE SOIL	\$5.00	
4.1.10.1	For soils that are REMEDIABLE to the standard as specified in Column III (Urban Park) of Schedules 4 & 5 and placement in the Landfill as cover. (Non-Metals: <HAZARDOUS WASTE) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION and upon submission of appropriate 'RDOS Application for the Relocation of CONTAMINATED SOIL as per RDOS Policy P5280-00.05 or equivalent.		



	Organic and Agricultural	Charge per tonne per load	Charge Information
4.1.11	YARD AND GARDEN WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads more than 500 kg
	WOOD WASTE	<i>See Section 4.1.3 above</i>	
	CONTAMINATED WOOD PRODUCT	<i>See Section 4.1.4 above</i>	
	PRESERVED WOOD	<i>See Section 4.2.1 below</i>	
	TREE STUMPS	<i>See Section 4.2.4 below</i>	
4.1.12	AGRICULTURAL ORGANIC MATERIAL	\$0.00	
4.1.13	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
4.1.14	PROCESSED ORGANICS	\$0.00	

	Recyclables	Charge per tonne per load	Charge Information
4.1.15	RESIDENTIAL RECYCLING	\$0.00	Free of contaminants
<del>4.1.16</del>	<del>UNSORTED RESIDENTIAL RECYCLING</del>	<del>\$95.00</del>	<del>\$5.00 minimum charge. Free of CONTAMINATION</del>
<del>4.1.1617</del>	<del>CORRUGATED CARDBOARD</del>	<del>\$0.00</del>	<del>Free of contaminants</del>
<del>4.1.1718</del>	<del>Container Glass</del>	<del>\$0.00</del>	<del>Bottles and jars free of all other material except container label</del>
<del>4.1.1819</del>	<del>METAL</del>	<del>\$0.00 up to 500 kg; \$50.00 portion above 500 kg</del>	<del>\$5.00 minimum charge for loads more than 500 kg</del>
<del>4.1.1920</del>	<del>E-WASTE</del>	<del>\$0.00</del>	<del>Acceptable quantities which originate within the SERVICE AREA</del>
<del>4.1.20</del>	<del>PRESSURIZED TANKS</del>	<del>\$1.00</del>	<del>Empty</del>
<del>4.1.2121</del>	<del>BATTERIES</del>	<del>\$0.00</del>	
<del>4.1.2222</del>	<del>Recyclable TIRES</del>	<del>\$0.00</del>	<del>Rims removed</del>
<del>4.1.2323</del>	<del>OVERSIZE TIRES</del>	<del>\$250.00</del>	<del>Rims removed</del>
	<del>PRESSURIZED TANKS</del>	<del><i>See Section 4.3 below</i></del>	
	<del>TIRES with Rims</del>	<del><i>See Section 4.3 below</i></del>	
	<del>REFRIGERATION UNITS</del>	<del><i>See Section 4.3 below</i></del>	
	<del>Mattress and Box Springs</del>	<del><i>See Section 4.3 below</i></del>	

**4.2 The charges for depositing authorized REGULATED WASTE and authorized PROHIBITED WASTE at the Keremeos Sanitary Landfill are:**

	Waste	Charge per tonne per load	Charge Information
4.2.1	PRESERVED WOOD	<del>\$150200.00</del> (see Information on Charge)	<b>No Charge when immediately deposited in designated location</b>
4.2.2	INVASIVE PLANTS	<del>\$150200.00</del> (see Information on Charge)	<b>No Charge when immediately deposited in designated location</b>
4.2.3	INFESTED VEGETATION	<del>\$150200.00</del> (see Information on Charge)	<b>No Charge when immediately deposited in</b>

			designated location
4.2.4	TREE STUMPS	\$50.00	\$10.00 minimum charge
4.2.5	Authorized PROHIBITED WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
4.2.6	<u>Non-RECYCLABLE CONCRETE</u>	<u>\$60.00 minimum charge</u>	<u>\$50.00</u>

**4.3 The charges for depositing PROHIBITED WASTE as per 2.4.16 at the Keremeos Sanitary**

**Landfill are:**

	<u>Prohibited Waste</u>	<u>Charge per tonne per load</u>	<u>Charge Information</u>
4.3.1	<u>PROHIBITED WASTE</u>	<u>\$500.00</u>	<u>\$250.00 minimum charge</u>

**4.34.4 The following charges that are in addition to the general charges outlined in 4.41 and 4.25 of Schedule 5, shall also apply:**

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	<u>Recyclables</u>	<u>Addition to General Charges</u>	<u>Charge Information</u>
4.4.1	<u>Large PRESSURIZED TANKS</u>	<u>\$1.00 per unit</u>	<u>4.5 kg. (10 lb.) or greater</u>
4.4.2	<u>Small PRESSURIZED TANKS</u>	<u>Free</u>	<u>Less than 4.5 kg. (10 lb.)</u>
4.34.13	REFRIGERATION UNIT	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
4.34.24	TIRES with Rims	\$1.00 per unit	
4.34.35	Mattress	\$7.50 per unit	Any size
4.34.46	Box Spring	\$7.50 per unit	Any size

~~4.3.5 Any REFUSE that is deposited at the ACTIVE FACE or the REFUSE BINS and that contains more than one percent (1%) RECYCLABLE WASTE or CONTROLLED WASTE, by volume, shall be charged double the normal fee set out in 4.1 and 4.2 of this Schedule with a \$10.00 minimum charge with the exception of DRC~~

~~4.4.7 Any REFUSE that is deposited in the REFUSE BINS that contains CONTROLLED WASTE or RECYCLABLE WASTE shall be charged double the normal fee set out in 4.1 and 4.2 of this Schedule with a \$20.00 minimum charge.~~

4.3.6 Any SOLID WASTE load that is deposited in a designated stockpile area, and that contains contaminants shall be charged three times the rate for REFUSE, or three times the highest rate for any material contained in the load, whichever is greater.

4.3.7 Any MIXED LOAD deposited at the SITE shall be charged at the rate for the component of the load with the highest applicable rate.

4.3.8 The fee for each load of SOLID WASTE that arrives at the SITE that is not properly covered or secured shall be charged double the normal fee set out in 4.1 and 4.2 of this Schedule with a \$10 minimum charge.

4.3.9 The charge payable under 4.1 and 4.2 of this Schedule shall be paid following the weighing of the empty motor vehicle after the LOAD is deposited and shall be based on the NET WEIGHT, difference in weight between the GROSS WEIGHT and the TARE WEIGHT of the empty vehicle.

4.3.10 In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 4.1, 4.2 and 4.3 of this Schedule. ~~or at the discretion of the MANAGER, the SITE OFFICIAL shall use the fees outlined in Section 5 of this Schedule.~~

4.3.11 All Agricultural Properties having materials ground or chipped in the SERVICE AREA under the In-Situ Agricultural Chipping Program may pay a fee as determined by the REGIONAL DISTRICT.

4.4.14 Each offence committed against the current Waste Management Service Regulatory Bylaw shall be deemed a separate and distinct offence and shall be charged double the normal fee with a \$10 minimum charge as set out in 4.1 and 4.2 of this Schedule.

~~4.3.12 Deposit of Materials not included in the Fees and Charges Bylaw including but not limited to DRC, ASBESTOS CONTAINING MATERIALS, FRUIT WASTE, BURNED MATERIALS, DEMOLITION CONSTRUCTION AND RENOVATION MIXED LOAD and Non-Agricultural TREE STUMPS, is Prohibited from DISPOSAL at the Keremeos SITE.~~

4.4.15 Deposit of PROHIBITED WASTE including but not limited to ASBESTOS CONTAINING MATERIALS, FRUIT WASTE, DEMOLITION RENOVATION AND CONSTRUCTION MIXED LOAD and BURNED MATERIALS is not authorized for DISPOSAL at the Keremeos SITE.

**Schedule 5— Public Works and Engineering Fees**

**Section 7- Sanitary Landfills**

**5.0 Volumetric Landfill Charges (Sections 1, 2, 3 and 4 will take precedent where applicable)**

**5.1—Charges for depositing SOLID WASTE at the Campbell Mountain, Okanagan Falls, Oliver or Keremeos Sanitary Landfills when the MANAGER has determined the weight scale is not operational and the SITE is designated as receiving waste:**

	<b>Refuse</b>	<b>Charge</b>	<b>Charge Information</b>
5.1.1	<b>Automobiles</b>	\$ 9.00/load	Including cars, vans and station wagons
5.1.2	<b>Small Pickup Truck</b>	\$ 10.00/load	Factory box < 7 feet in length (not overloaded)
5.1.3	Overloaded Small Pickup Truck	\$ 15.00/load	Factory box < 7 feet in length, load twice volume of box
5.1.4	<b>Large Pick up Truck</b>	\$ 14.00/load	Factory box 7 feet or more in length (not overloaded)
5.1.5	Overloaded Large Pick-up Truck	\$ 20.00/load	Factory box 7 feet or more in length, load twice volume of box
5.1.6	<b>Small Utility Trailer</b>	\$ 10.00/load	Tire with inner diameter ≤ 25 cm (10")
5.1.7	Overloaded Small Utility Trailer	\$ 15.00/load	Tire with inner diameter ≤ 25 cm (10"), load twice volume of box
5.1.8	<b>Large Utility Trailer</b>	\$ 14.00/load	Tire with inner diameter > 25 cm (10")
5.1.9	Overloaded Utility Trailer	\$ 20.00/load	Tire with inner diameter > 25 cm (10"), load twice volume of box
5.1.10	<b>Tandem axle trailer</b>	\$ 35.00/load	
5.1.11	<b>Single Axle Truck</b>	\$ 55.00/load	<b>1 ton (each ton capacity)</b>
5.1.12	<b>Roll-off Container</b>	\$ 275.00/load	10 cu. yd. Open Container
5.1.13	<b>Highways Refuse Collection Vehicle</b>	\$450.00/load	Fees waived if brought to Campbell Mountain or Oliver Sanitary Landfills
5.1.14	<b>Small Refuse Compactor Truck</b>	\$575.00/load	
5.1.15	<b>Single Axle Refuse Compactor Truck</b>	\$790.00/load	Residential Curbside or Front End Load
5.1.16	<b>Tandem Axle Dump Truck</b>	\$500.00/load	
5.1.17	<b>Dump Truck Pup Trailer</b>	\$285.00/load	
5.1.18	<b>Tractor Trailer Unit</b>	\$950.00/load	

	<b>Demolition, Renovation and Construction Materials</b>	<b>Charge per tonne per load</b>	<b>Charge Information</b>
5.1.19	ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	Double (2x) REFUSE Charge	<b>RDOS approval form required. Contact RDOS for approval requirements.</b>
5.1.20	NON-ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	Quadruple (4x) REFUSE Charge	Only where SITE accepts material. \$50.00 minimum charge.
5.1.21	CONSTRUCTION MIXED LOAD	Double (2x) REFUSE Charge	Only where SITE accepts material. \$50.00 minimum charge
5.1.22	GYPHUM BOARD	REFUSE Charge	\$10.00 minimum charge
5.1.23	WOOD WASTE	\$0.00	
5.1.24	CONTAMINATED WOOD PRODUCT	\$0.00	
	<i>PRESERVED WOOD</i>	<i>See below</i>	
5.1.25	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE SEPARATED	One-Quarter (1/4) REFUSE Charge	\$5.00 minimum charge
5.1.26	Ceramic Fixtures	One-Quarter (1/4) REFUSE Charge	\$5.00 minimum charge
5.1.27	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE SEPARATED	One-Half (1/2) REFUSE Charge	\$5.00 minimum charge
5.1.28	Plate glass or other non-container glass	REFUSE Charge	\$5.00 minimum charge

	<b>Soil</b>	<b>Charge</b>	<b>Charge Information</b>
5.1.29	CLEAN FILL	\$0.00/load	
5.1.29.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
5.1.29.2	The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the fill to the SITE.		
5.1.30	REMEDIATABLE SOIL	See individual landfill charge(s) per tonne	<b>Generator will be required to weigh or provide estimate of weight prior to deposit at SITE</b>
5.1.30.1	For soils that are REMEDIABLE to the standard as specified in Column III (Urban Park) of Schedules 4 & 5 and placement in the Landfill as cover. (Non-Metals: <HAZARDOUS WASTE) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION and upon submission of appropriate 'RDOS Application for the Relocation of CONTAMINATED SOIL as per RDOS Policy P5280-00-05 or equivalent.		

	<b>Organic and Agricultural</b>	<b>Charge</b>	<b>Charge Information</b>
5.1.31	YARD AND GARDEN WASTE	\$0.00	
5.1.32	AGRICULTURAL ORGANIC MATERIAL	\$0.00	
5.1.33	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
5.1.34	PROCESSED ORGANICS	\$0.00	

	<b>Recyclables</b>	<b>Charge</b>	<b>Charge Information</b>
5.1.35	RESIDENTIAL RECYCLING	\$0.00	Free of contaminants
5.1.36	CORRUGATED CARDBOARD	\$0.00	Free of contaminants
5.1.37	Container Glass	\$0.00	Bottles and jars free of all other material except container label
5.1.38	METAL	\$0.00	
5.1.39	E-WASTE	\$0.00	Acceptable quantities which originate within the SERVICE AREA
5.1.40	PRESSURIZED TANKS	\$1.00	Empty
5.1.41	BATTERIES	\$0.00	
5.1.42	Recyclable TIRES	\$0.00	Rims removed
5.1.43	OVERSIZE TIRES	\$50.00 per unit	Rims removed
5.1.44	TIRES with Rims	\$1.00 per unit	
5.1.45	REFRIGERATION UNIT	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
5.1.46	Mattress	\$7.50 per unit	Any size
5.1.47	Box Spring	\$7.50 per unit	Any size

**5.2 — Charges for depositing authorized REGULATED WASTE and authorized PROHIBITED WASTE at the SITE when the MANAGER has determined the weight scale is not operational:**

	<b>Waste</b>	<b>Charge</b>	<b>Charge Information</b>
5.2.1	PRESERVED WOOD	Double REFUSE Charge (see Information on Charge)	<b>No Charge when immediately deposited in designated location</b>
5.2.2	INVASIVE PLANTS	Double REFUSE Charge (see Information on Charge)	<b>No Charge when immediately deposited in designated location</b>
5.2.3	INFESTED VEGETATION	Double REFUSE Charge (see Information on Charge)	<b>No Charge when immediately deposited in designated location</b>
5.2.4	TREE STUMPS	REFUSE Charge	\$10.00 minimum charge
5.2.5	Authorized REGULATED WASTE or PROHIBITED WASTE	Double REFUSE Charge	\$50.00 minimum charge when authorized to be accepted at SITE

**5.3 Charges Applicable to all Categories:**

5.3.1	Non-SOURCE-SEPARATED REFUSE loads containing greater than 1% RECYCLABLE or COMPOSTABLE WASTE materials by volume	Double REFUSE Charge	\$10.00 minimum charge
5.3.2	Uncovered or unsecured loads	Double REFUSE Charge	\$10.00 minimum charge
5.3.3	Any load that is deposited in an area containing materials other than those so designated	Triple REFUSE Charge	\$10.00 minimum charge

5.3.4 — Any MIXED LOAD deposited at the SITE shall be charged at the highest rate applicable to any of the components of the load

5.3.5 — As it pertains to a situation where the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL may estimate the weight of each motor vehicle and a fee shall be charged as outlined in Sections 1, 2, 3 and 4 of this Schedule.

## Schedule 6 – Parks and Recreation Fees

### 1.0 Naramata Parks and Recreation

1.1 Wharf Park		
1.1.1 Park Rental (No Power) daily		\$100
1.2 Manitou Park		
1.2.1 Park Rental (No Power) daily		\$100
1.2.2 Power daily		\$25
1.3 Deposit for Park Rental		\$500
1.4 Recreation Programs		
1.4.1 Instructed Programs (per series - price not to exceed)		\$175
1.4.1.1 Drop-in (per session - price not to exceed)		\$15
1.4.2 After School Program (per session)		<del>\$2</del> 3
1.4.3.1 One-time Membership		\$10
1.4.3 Summer Day Camp - Daily		<del>\$20</del> 25
1.4.4 Summer Day Camp - Weekly		<del>\$90</del> 100

### 2.0 Okanagan Falls Parks and Recreation

2.1 Kenyon House		
2.1.1 Kenyon House - Monday to Friday daily		\$ 75
2.1.2 Kenyon House - Saturday or Sunday daily		\$110
2.1.3 Kenyon House - Full Weekend		\$200
2.2 Community Center		
2.2.1 Full Facility Kitchen Activity Room and Gym - Saturday or Sunday		\$325
2.2.2 Full Facility Kitchen Activity Room and Gym - Full Weekend		\$450
2.2.3 Gym or Activity Room - Monday to Friday 3pm to 9pm daily		\$60
2.2.4 Gym or Activity Room - Weekend Saturday or Sunday daily		\$125
2.2.5 Gym or Activity Room - Full Weekend (Friday 3pm to Sunday 9pm)		\$250
2.2.6 Kitchen with Rental of Activity Hall or Gym		\$75
2.2.7 Children's Birthday Party - 3hr max		\$75
2.2.8 Kitchen Only - Daily		\$100
2.2.9 Kitchen Only - Full Weekend		\$150
2.3 Zen Center		
2.3.1 Day Rate		\$60
2.3.2 Full Weekend		\$100
2.4 Children Programs		
2.4.1 Drop in rate - floor hockey, game night and Multisport		\$3
2.4.2 Multisport - 6 classes		\$15
2.4.3 Active Kids K to 3 - 1 night a week		\$25
2.4.4 Active Kids K to 3 - 2 nights a week		\$35
2.4.5 Active Kids grades 4 and up - 1night a week		\$20
2.4.6 Friday Night Fun – per night		\$12
2.4.7 Princess Ballet		\$65
2.4.8 Over-Under-Through – 4 classes		\$10
2.4.9 Pre-primary Ballet		\$65
2.4.10 Primary Ballet		\$85
2.4.11 Special Onetime Events		\$20
2.4.12 Summer Day Camp - daily		\$25



2.4.13	Summer Day Camp - week	\$100
2.4.13.1	Summer Camp One-time Membership	\$10
2.5 Adult Programs		
2.5.1	Instructed Programs - Drop in	\$10
2.5.2	Instructed Programs - 5 Pass Package	\$40
2.5.3	Instructed Programs - 10 Pass Package	\$65
2.5.4	Instructed Programs - 20 Pass Package	\$115
2.6 Sports Field and Parks		
2.6.1	Minor Sports	\$10
2.6.2	Day Rate	\$75
2.6.3	Gate Access	\$40
2.6.4	Special Events	\$125

### 3.0 Kaleden Parks and Recreation

#### 3.1 Parks

3.1.1	Kaleden Hotel Day Rate (Includes power)	<del>\$200</del> <u>225</u>
<del>3.1.2</del>	<del>Damage Deposit</del>	<del>\$500</del>

#### 3.2 Community Hall

3.2.1	Day Rate ( <u>8 am – midnight</u> )	<del>\$300</del> <u>375</u>
	<u>3.2.1.1 With alcohol</u>	<u>\$425</u>
3.2.2	Full Weekend ( <u>noon Friday to noon Sunday</u> ) (includes Kitchen)	<del>\$600</del> <u>700</u>
3.2.3	Hourly Rate ( <u>Non-Resident</u> ) ( <u>3 hour minimum</u> )	<del>\$30</del>
	<u>3.2.3.1 Hall</u>	<u>\$90</u>
	<u>3.2.3.2 Hall &amp; Bar</u>	<u>\$110</u>
	<u>3.2.3.3 Hall &amp; Kitchen</u>	<u>\$120</u>
	<u>3.2.3.4 Hall &amp; Facility</u>	<u>\$140</u>
	<u>KALEDEN RESIDENTS receive a 25% discount on all rentals</u>	
<del>3.2.4</del>	<del>Hourly Rate – Resident</del>	<del>\$25</del>
<del>3.2.54</del>	<del>Damage Deposit</del>	<del>\$600</del>
<del>3.2.65</del>	<del>Sports Drop In Rates (2.5 hours)</del>	<del>\$3</del>
<del>3.2.6</del>	<del>Kaleden Youth Organized Groups</del>	<del>Free</del>
<del>3.2.7</del>	<del>Discount for non-profits</del>	<del>20%</del>
<del>3.2.8</del>	<del>Discount for charitable fundraising</del>	<del>No Charge</del>
<del>3.2.9</del>	<del>Groups providing community events</del>	<del>No Charge</del>
<del>3.2.7</del>	<del>Movie Equipment Rental (per day)</del>	<del>\$100</del>

#### 3.3 Equipment for Rent Off Premise

<del>3.3.1</del>	<del>Round Tables (each)</del>	<del>\$5</del>
3.3.2	Rectangular Tables (each)	\$5
3.3.3	<del>Indoor Chairs (Included in hall rental)</del>	<del>\$1.50</del>
<del>3.3.4</del>	<del>Outdoor Chairs (each)</del>	<del>\$4</del>
3.3.5	Portable <del>Amplifier</del> <u>Sound System (mp3, iPod compatible)</u> (per day)	<del>\$75</del> <u>100</u>
3.3.6	Portable Popcorn Wagon (per day)	\$50
3.3.7	10x10 Awnings (each)	<del>\$50</del> <u>55</u>
	<u>3.3.7.1 set of two awnings</u>	<u>\$95</u>
<del>3.3.8</del>	<del>50 Sets Cutlery (per day)</del>	<del>\$50</del>
<del>3.3.9</del>	<del>50 Sets of Dishes (per day)</del>	<del>\$5</del>
<del>3.3.10</del>	<del>Propane BBQ (per day)</del>	<del>\$40</del>
<del>3.3.8</del>	<del>Administration fee on all off-premise rentals</del>	
	<u>3.3.8.1 Weekday</u>	<u>\$25</u>
	<u>3.3.8.2 Weekend</u>	<u>\$50</u>

3.4 Insurance (per event, mandatory to have coverage)

<u>3.4.1</u>	<u>Church Group</u>	<u>\$5.00</u>
<u>3.4.2</u>	<u>Children's Party</u>	<u>\$30.00</u>
<u>3.4.3</u>	<u>Wedding/ Adult Party</u>	<u>\$60.00</u>
<u>3.4.4</u>	<u>If alcohol served, additional</u>	<u>\$100.00</u>

3.5 Deposit for all types of rentals \$300.00

**4.0 Keremeos**

4.1 Facility Rentals

4.1.1	Bowling lanes	\$70.00
	<u>4.1.1.2 School Rates</u>	<u>\$55.00</u>
4.1.2	Squash/Racquetball	\$50
4.1.3	Climbing Wall	\$45
<u>4.1.4</u>	<u>School-Rate</u>	<u>\$50</u>

4.2 Keremeos Community Pool

4.2.1	Single Admission Rates	
4.2.1.1	Pre-school - under 5	\$1.25
4.2.1.2	Child – 5 – 12 years	<del>\$3.50</del> <u>4.00</u>
4.2.1.3	Teen – 13 – 19 years	<del>\$3.75</del> <u>4.25</u>
4.2.1.4	Adult – 19+	<del>\$4.25</del> <u>4.75</u>
4.2.1.5	10 Flex Pass	<del>\$30.00</del> <u>34.00</u>
4.2.1.6	Family Rate	<del>\$10.00</del> <u>11.00</u>
4.2.2	<del>Swim Club</del> <u>Red Cross</u>	
	<u>4.2.2.1 Duck – Level 7</u>	<u>\$53.00</u>
	<u>4.2.2.2 Level 8 – 10</u>	<u>\$72.00</u>
4.2.3	Early Bird Club *changed from 3 days per week to 2 days	<del>\$100</del> <u>110.00</u>
4.2.4	Adult Fitness	<del>\$100</del> <u>110.00</u>
4.2.5	Aquacise	<del>\$75</del> <u>90.00</u>
4.2.6	Red Cross Lessons	
4.2.6.1	Pre-school	<u>\$50.00</u>
4.2.6.2	Levels 1 – 7	<u>\$50.00</u>
4.2.6.3	Levels 8, 9 and 10	<u>\$68.00</u>
4.2.7	Pool Rental – per hour	<del>\$65</del> <u>75.00</u>

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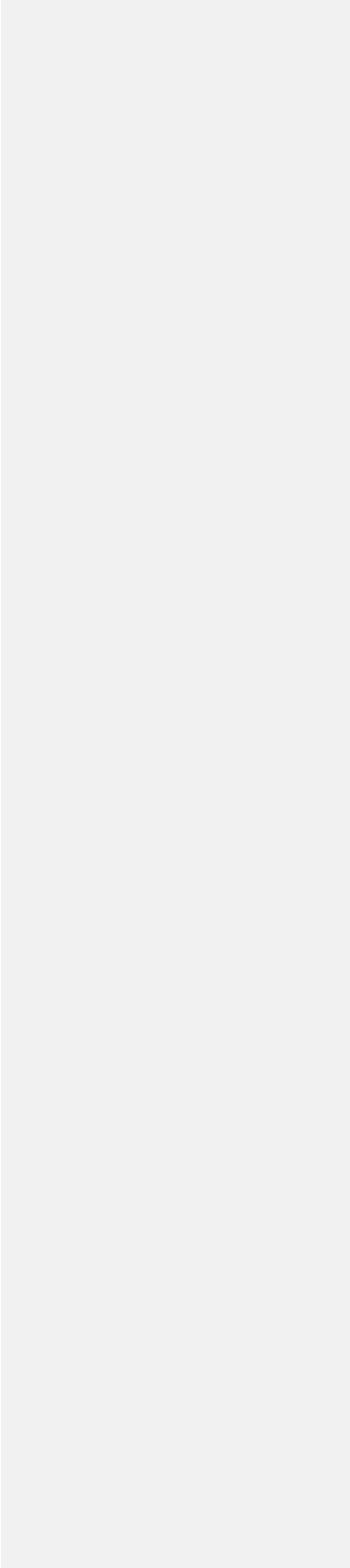
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4.3 Keremeos Fitness Room

4.3.1	Single Admission Rates	
4.3.1.1	Youth	<del>\$4.50</del> <u>4.75</u>
	<del>Punch-in-Fitness</del>	<del>\$4.29</del>
4.3.1.2	Adult	<del>\$6.50</del> <u>7.00</u>
	<del>Punch-in-Fitness</del>	<del>\$6.19</del>
4.3.2	1 Month Pass	
4.3.2.1	Youth	\$48.00
	<del>Punch-in-Fitness</del>	<del>\$45.71</del>
4.3.2.2	Adult	\$68.00
	<del>Punch-in-Fitness</del>	<del>\$64.76</del>
4.3.3	3 Month Pass	
4.3.3.1	Youth	<del>\$115</del> <u>120.00</u>
	<del>Punch-in-Fitness</del>	<del>\$109.52</del>
4.3.3.2	Adult	<del>\$138</del> <u>145.00</u>
	<del>Punch-in-Fitness</del>	<del>\$131.43</del>

	4.3.3.3	Family	\$ <del>230</del> <u>240</u> .00
		<del>Punch-in-Fitness</del>	<del>\$219.05</del>
4.3.4		6 Month Pass	
	4.3.4.1	Youth	\$ <del>170</del> <u>180</u> .00
		<del>Punch-in-Fitness</del>	<del>\$161.90</del>
	4.3.4.2	Adult	\$ <del>225</del> <u>235</u> .00
		<del>Punch-in-Fitness</del>	<del>\$214.29</del>
4.3.5		1 Year Pass	
	4.3.5.1	Youth	\$ <del>290</del> <u>305</u> .00
		<del>Punch-in-Fitness</del>	<del>\$276.19</del>
	4.3.5.2	Adult	\$ <del>385</del> <u>405</u> .00
		<del>Punch-in-Fitness</del>	<del>\$366.67</del>
	4.3.5.3	Family	\$ <del>575</del> <u>605</u> .00
		<del>Punch-in-Fitness</del>	<del>\$547.62</del>
4.3.6		Lost Card Replacement	\$10.00
4.4 Keremeos Ice Rink			
4.4.1		Single Admission Rates	
	4.4.1.1	Child – 5 – 12 years	\$ <del>3.75</del> <u>4.00</u>
	4.4.1.2	Teen – 13 – 19 years	\$ <del>4.25</del> <u>4.50</u>
	4.4.1.3	Adult – 19+	\$ <del>4.75</del> <u>5.00</u>
	4.4.1.4	Family	\$ <del>10.00</del> <u>10.50</u>
	4.4.1.5	Parent/Tot	\$ <del>6.00</del> <u>6.50</u>
	4.4.1.6	10 Flex Pass	\$30.00
4.4.2		Learn to Skate	
	4.4.2.1	3 – 6 Years	\$60
	4.4.2.2	7 and up	\$90
4.4.3		Mite's Hockey – Boys and Girls 5 – 8 Years old	
	4.4.3.1	Entire Program	\$55
	4.4.3.2	Drop In	\$5.00
4.4.4		Sticks and Pucks 9 -14 Years old	\$4.50
4.4.5		Sticks and Pucks – Adult	\$8.00
4.4.6		Ice Rental – Per hour	
	4.4.6.1	School Age Keremeos	\$ <del>75.00</del> <u>80.00</u>
	4.4.6.2	Adult	\$ <del>95.00</del> <u>100.0</u>
	<u>4.4.7</u>	<u>Skate Rental</u>	<u>\$2.50</u>
4.5 Keremeos Bowling			
4.5.1		League Bowling	
	4.5.1.1	Adult	\$ <del>11.00</del> <u>50</u>
	4.5.1.2	Senior	\$ <del>10.50</del> <u>11.0</u>
4.5.2		Drop- In	
	4.5.2.1	Adult	\$ <del>5.00</del> <u>5.25</u>
	4.5.2.2	Youth	\$ <del>4.00</del> <u>4.25</u>
	<u>4.5.2.3</u>	<u>Family</u>	<u>\$10.50</u>
4.5.3		Shoe Rental	\$ <del>1.60</del> <u>2.00</u>
4.6 Squash Tokens (each)			
4.6.1		Per Year	\$2.65
		Punch in Fitness	\$68.00
			\$64.76
4.7 Climbing			
4.7.1		Child	\$3.00
4.7.2		Teen	\$4.00

All Program fees are set at a level sufficient at minimum to cover all instructors, expendable and consumable materials and extraordinary costs.



## Schedule 7 – Freedom of Information and Protection of Privacy Request Fees<sup>2</sup>

### Schedule of Maximum Fees

1. For applicants other than commercial applicants:	
(a) for locating and retrieving a record	\$7.50 per ¼ hour or portion thereof after the first 3 hours.
(b) for producing a record manually	\$7.50 per ¼ hour.
(c) for producing a record from a machine readable record excluding records produced on the Geographic Information System (G.I.S.)	\$16.50 per minute for cost of use of mainframe processor on all locally attached devices plus \$7.50 per ¼ hour for developing a computer program to produce the record.
(d) for preparing a record for disclosure and handling a record	\$7.50 per ¼ hour.
(e) for shipping copies	actual costs of shipping method chosen by applicant.
(f) for copying records:	
(i) photocopies and computer printouts	\$0.25 per page (8.5 x 11, 8.5 x 14) \$0.30 per page (11 x 17)
(ii) floppy disks	\$10.00 per disk
(iii) computer tapes	\$40.00 per tape, up to 2400 feet
(iv) microfilm/fiche to paper duplication	\$0.50 per page
(v) photographs (colour or black & white)	\$5.00 to produce a negative \$12.00 each for 16" x 20" \$9.00 each for 11" x 14" \$4.00 each for 8" x 10" 3.00 each for 5" x 7"
(vi) hard copy laser print, B/W 300 dots/inch hard copy laser print, B/W 1200 dots/inch hard copy laser print, colour	\$0.25 per page \$0.40 per page \$1.65 each
(vii) photographic print of textual, graphic or cartographic record (8" x 10" black & white)	\$12.50 each
(viii) slide duplication	\$0.95 each
(ix) plans	\$1.00 per square metre
(x) video cassette (1/4" or 8mm)	\$11.00 per 60 minute cassette plus \$7.00 per ¼ hour of recording \$20.00 per 120 minute cassette plus \$7.00 per ¼ hour of recording
(xi) video cassette (1/2") duplication	\$15.00 per cassette plus \$11.00 per ¼ hour of recording
(xii) video cassette (3/4") duplication	\$40 per cassette plus \$11.00 per ¼ hour of recording
(xi) photomechanical reproduction of 1055 mm cartographic record/plan	\$3.00 each
2. For Commercial Applicants for each service listed in item 1.	the actual cost of providing that service.

<sup>2</sup> Bylaw No. 2680.01, 2015 adopted May 21, 2015

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Board Policy Review



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### Administrative Recommendation:

**THAT the Board of Directors rescind the following policies:**

- **Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy (P2630-00.04)**
- **Delegation Authorization for Flood Hazard Exemption Covenants policy (P5225-00.07).**
- **Land Use Bylaw Disclosure policy (P6410-00.06); and,**

**THAT the Board of Directors adopt the Land Use Bylaw Transition Policy.**

### Purpose:

To rescind outdated policies.

### Reference:

[Regional District of Okanagan-Similkameen Policy Manual](#)

Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy (to be rescinded)

Delegation Authorization for Flood Hazard Exemption Covenants (to be rescinded)

Land Use Bylaw Disclosure policy (to be rescinded)

Land Use Bylaw Transition Policy (for adoption)

### Analysis:

At the January 21, 2016 Corporate Services Committee meeting and the January 21, 2016 Planning and Development Committee meeting, the Board reviewed the above noted policies.

The policies contained in this report include:

- **Undergraduate/Graduate/Postgraduate Fees – Exempt Staff**
  - o Best dealt with through an Administrative Directive
- **Delegation Authorization for Flood Hazard Exemption Covenants**
  - o Superseded by Bylaw No. 2509, 2010 Delegation of Local Government Authority; Bylaw No. 2680, 2015 Fees and Charges Bylaw; and Bylaw No. 2500, 2011 Development Procedures Bylaw

- **Land Use Bylaw Disclosure**
  - o Renamed Land Use Transition
  - o New template
  - o Updated language
  - o References to repealed bylaws removed

**Respectfully submitted:**

*“Christy Malden”*

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C. Malden, Manager of Legislative Services

## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

**P O L I C Y****POLICY NO: P2630-00.04**

Page 1 of 1

**SUBJECT: UNDERGRADUATE / GRADUATE/ POSTGRADUATE FEES – EXEMPT STAFF**

<b>Effective Date</b>	<b>Amendment</b>	<b>Board Resolution</b>	<b>Administered By</b>
March 18, 1999	June 20, 2002	SBL10/99 SBL20/02	Chief Administrative Officer

Annual undergraduate / graduate / postgraduate tuition fees for courses which are directly related to an Exempt Staff member's existing or future RDOS job responsibilities shall be reimbursed with the following conditions:

- (i) An individual Exempt Staff member's annual reimbursement may not exceed \$2,000 without obtaining:
  - a. Chairman's Advisory Committee review from a budget availability and internal equity perspective; and
  - b. specific reimbursement approval from the Board of Directors.
- (ii) Exempt Staff members who attend undergraduate / graduate / postgraduate educational courses (during normal office hours) are to utilize vacation leave or time in lieu of overtime for the absence.
- (iii) In the event an Exempt Staff member resigns from employment with the District, the Exempt Staff member shall reimburse the District in the amount of fifty percent (50%) of the Board's contribution to his/her tuition fees during the previous twelve (12) month period.



# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## P O L I C Y

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**POLICY NO:** 5225-00.07

**Page 1 of 2**

**SUBJECT:** Delegation Authorization for Flood Hazard Exemption Covenants

**Effective Date**  
November 4, 2004

**Amendment**

**Board Resolution**  
B627/04

**Administered By:**  
Manager, Legislative Services Dept.

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The following policy applies to all requests to require, modify and or discharge 'Restrictive Flood Hazard Exemption Covenants,' which have been delegated pursuant to Section 176 of the Local Government Act, to the Regional District's authorized signatory and employees.

Procedure:

1. Accept written request and ensure a \$150.00 document administration fee is paid, record application and set up file.
2. Any legal fees incurred by the application process are to be borne by the applicant(s).
3. The Planning and Building Inspection Department will process requests to require, modify and or discharge flood hazard exemption covenants. Upon receipt of a request to require, modify and or discharge a covenant, the Planning and Building Inspection Department will review the request and compose a staff report. The staff report shall contain details of the covenant, of the proposed request, a recommendation from the Director of Planning and Building Inspection Department and or related staff, and any additional relevant information in order to accurately assess the proposal.
  - a) If the staff report recommends that the flood hazard exemption covenant request is acceptable and the Regional District's level of protection is not altered, then the authorized signatory may endorse the request.
  - b) Upon receipt of a staff report, which determines that the circumstance and conditions of the flood hazard exemption covenant should not be considered, the Regional District's authorized signatory shall withhold consent, and the Planning and Building Inspection Department will advise the applicant in writing as to the reasons for the refusal. Planning and Building Inspection staff will also advise the applicant of their right to apply to the Regional Board for reconsideration.

**SUBJECT: Delegation Authorization for Flood Hazard Exemption Covenants**

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- c) In the event of reconsideration, the Planning and Building Inspection Department will produce a staff report with a recommendation that the Board consider the request to review the application.
2. For the purpose of this policy:
- a) The Province’s “Flood Hazard Area Land Use Management Guidelines” and or a geotechnical report prepared by a professional engineer or geoscientist experienced in geotechnical engineering and geotechnical assessments, will be used to help staff determine the appropriate scope for requiring, modifying and or discharging flood hazard exemption covenants.
  - b) The covenant must make statements consistent with Section 56 of the Community Charter or the Building Inspector may not be able to issue the building permit without another covenant.

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

**P O L I C Y**

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**POLICY NO: P6410-00.06**

**Page 1 of 1**

**SUBJECT: LAND USE BYLAW DISCLOSURE POLICY**

**Effective Date**  
September, 1997

**Amendment**

**Board Resolution**  
SB298/97

**Administered By**  
Director of Planning

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When updating Official Community Plan, Zoning, or Rural Land Use Bylaws staff shall apprise the Board of:

- (i) all significant policy changes, and
- (ii) a list of subdivision applications in progress which may be adversely affected by proposed reductions in development rights (i.e. use and/or density).

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

**POLICY:** Land Use Bylaw Transition Policy

**AUTHORITY:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**POLICY STATEMENT**

The Regional District of Okanagan-Similkameen (RDOS) requires that, prior to first reading of a new Official Community Plan (OCP) Bylaw and/or Zoning Bylaw for an Electoral Area, the Board of Directors be apprised by Administration of the following:

- i) all significant policy changes comprised within the Bylaw(s); and
- ii) all current subdivision proposals which may be affected by proposed changes to the regulations (i.e. minimum parcel size requirements, development permit area designations, etc) comprised within the Bylaw(s).

**PURPOSE**

To ensure that the Board is properly apprised by Administration of all significant policy changes resulting from the preparation of a new OCP Bylaw and/or Zoning Bylaw for an Electoral Area prior to commencing the formal process to adoption.

**DEFINITIONS (IF REQUIRED)**

Not applicable

**RESPONSIBILITIES**

Development Services Department

**PROCEDURES**

Not applicable.

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** RDOS Bi-weekly Advertisement

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### Administrative Recommendation:

**THAT the Board of Directors approve the award of the 2016 Bi-Weekly RDOS Advertisement to the Penticton Herald/Herald Extra for an amount not to exceed \$4,800 plus applicable taxes and to the Similkameen News Leader for an amount not to exceed \$ 4,600 plus applicable taxes.**

### Reference:

November 17, 2015 Administrative report to Corporate Services Committee (attached to this report)

### Business Plan Objective:

Key Success Driver 1.0: To Be a High Performing Organizing

Key Success Driver 2.0: To Optimize the Customer Experience

### Background:

As a result of high advertising costs in 2014 and as part of the 2016 Strategic Plan efforts to optimize the customer experience, administration recommended that a bi-weekly ad program be developed to realize economies of scale, promote the Regional District and its activities; and provide further organizational transparency. The bi-weekly advertisements would include department, special event, statutory and non-statutory advertisements and would incorporate additional RDOS news and educational facts. The ads would be branded and recognizable to citizens.

These ads would not take the place of all existing advertising, nor would it eliminate the existing advertising budgets; however, it is expected that those budgets would see a reduction significantly greater than the cost of the bi-weekly ads.

At the November 19, 2015, Corporate Services meeting, the committee received the initial administrative report including recommendations based on an RFQ which closed earlier that month. Questions arose as to which newspapers in the Similkameen responded to the RFQ and administration confirmed that one Similkameen newspaper, the Similkameen News Leader, responded and was evaluated based on that submission, and that the Penticton Western submission also included an additional cost optional for another Similkameen newspaper, the Similkameen Spotlight, in the Western's quote and was evaluated as part of that overall submission.

The committee supported the recommendation to 'approve the award of the 2016 Bi-Weekly RDOS Advertisement to the Penticton Herald/Herald Extra for an amount not to exceed \$4,800 plus applicable taxes and to the Similkameen News Leader for an amount not to exceed \$ 4,600 plus

applicable taxes.'

The recommendation then appeared at the December 17, 2015 Board meeting for approval of the committee recommendation. Continued discussion about the Similkameen submission resulted and the Board resolved the following:

THAT consideration of a Bi-weekly Advertisement be deferred until a response is received from the two Similkameen papers on Print Bill numbers.

**Analysis:**

The Print Bill numbers provided by each of the newspapers are as follows:

- Similkameen Spotlight 1,200 winter, 1,300 summer
- Similkameen News Leader 1,000 appx. based on season

It should be noted that Print Bill numbers was not included as criteria in the RFQ, and as such would not be within the scope of the evaluation based on key components, which were circulation, price, quality control, customer service, placement and display options. Additional points were also provided for value added services, as indicated in the RFQ evaluation form. Pricing was based on ad size of appx. 7 inches by 4.5 inches.

The final pricing, circulation and service area for each submission is noted in the chart below.

Proponent	Service Area	Pricing	Circulation
Penticton Western/ Similkameen Spotlight	Penticton, Naramata, Summerland, Kaleden, Okanagan Falls, Keremeos, Cawston, Oliver, Osoyoos	<b>Penticton Western –</b> \$ 278.30 per insertion \$ 7,235.80 per year based on 26 insertions <b>Penticton Western and Similkameen Spotlight –</b> \$ 360.99 per insertion \$ 9,385.75 per year, based on 26 insertions	<b>23,453 (includes:)</b> Penticton: 15,834 Kaleden: 290 Naramata: 554 Summerland: 2,255 Okanagan Falls: 865 Oliver: 1,650 Osoyoos: 1,009 Keremeos: 794 Cawston: 201 Similkameen Spotlight: 1,050
Penticton Herald / Herald Extra	Penticton, Summerland, Keremeos, Cawston, Princeton, Hedley, Naramata, Kaleden, Okanagan Falls, Oliver, Osoyoos	<b>Both newspapers -</b> \$ 183.68 per insertion \$ 4775.68 per year, based on 26 insertions	<b>25,053 (includes:)</b> Naramata: 682 Penticton: 15,222 Kaleden/OK Falls: 1,427 Oliver/Osoyoos: 2,807 Summerland: 3,468 Keremeos: 829 Princeton/Hedley: 500
Similkameen News Leader	Primarily Princeton, Hedley, Keremeos, Also, Tulameen, Coalmont, Cawston, Manning Park, Osprey Lake, Allison Lake and others by subscription	\$ 175 per insertion \$ 4,550 per year, based on 26 insertions	<b>1000 (includes:)</b> Coalmont Tulameen Caswton Keremeos Manning Park Osprey Lake Allison Lake Princeton
Osoyoos Times / Oliver Chronicle	Rock Creek, Osoyoos, Oliver, Okanagan Falls	\$ 180 per insertion \$ 4,680 per year, based on 26 insertions	<b>Circulation Number not provided</b> Rock Creek Osoyoos Oliver Okanagan Falls

Administration recommends that the proposals by Penticton Herald/Herald Extra and the Similkameen News Leader be approved by the Board. By placing ads in both the Herald/Herald Extra and the Similkameen News Leader, we will reach all communities and outlying areas within the District. Value Added services provided in the quote from the Penticton Herald/Herald Extra include an ad button on the Herald's website main page linking to the RDOS website, and an additional bi-weekly column run free of charge in the Herald. The column may be used to help get RDOS messaging out, provide an opportunity for a 'Chair's Message' or a column on a topical issue at the RDOS. The placement in the newspaper of page A4 (Community & RDOS) was also ranked the highest.

**Alternatives:**

That the Board of Directors not support the administrative recommendation.

**Respectfully submitted:**

*"Christy Malden"*

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C. Malden, Manager of Legislative Services

## ADMINISTRATIVE REPORT



**TO:** Corporate Services Committee  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** November 19, 2015  
**RE:** RDOS Bi-weekly Advertisement

---

### **Administrative Recommendation:**

**THAT the Board of Directors approve the award of the 2016 Bi-Weekly RDOS Advertisement to the Penticton Herald/Herald Extra for an amount not to exceed \$4,800 plus applicable taxes and to the Similkameen News Leader for an amount not to exceed \$ 4,600 plus applicable taxes.**

### **Business Plan Objective:**

Key Success Driver 1.0: To Be a High Performing Organizing  
Key Success Driver 2.0: To Optimize the Customer Experience

### **History:**

In 2014, newspaper advertising costs were estimated at approximately \$57,000 - \$60,000. Those costs included statutory and non-statutory advertising from all departments and there was no consistency as to which newspapers were used. Circulation and cost were not always the highest consideration when submitting advertisements. Deadline dates and graphic services were also a factor.

### **Analysis:**

The RDOS 2014 telephone Citizen Survey revealed that 64% of our citizens learned about local government issues through the newspaper. Newspaper advertising and articles are an effective way to promote the Regional District and its activities; however, without a strategy to efficiently reach citizens, it can be a costly method of communicating.

Across BC, many local governments have moved to a standard bi-weekly or weekly ad format within designated newspapers, using a Request for Proposal or Request for Quotation process to ensure transparency, cost effectiveness and compliance with purchasing policies.

Organizational, standardized advertising will consistently and effectively communicate the professionalism and overall presence of the RDOS to our citizens. The ad will be branded and recognizable to citizens. The RDOS bi-weekly ad will provide consistent messaging which will build citizen trust and provide further organizational transparency. The insertions will include any department ads required and will incorporate additional RDOS news and educational facts.

On September 30, 2015 a Request for Quote (RFQ) was released, for the printing of a bi-weekly newspaper advertisement. Four RFQ's were received by the closing time on October 23, 2015 and an



analysis of all four RFQ's was performed to determine if any or all had the necessary qualifications and experience for the project.

The key components of the evaluation process were circulation, price, quality control, customer service, placement and display options. Additional points were also provided for value added services, as indicated in the RFQ evaluation form. Pricing was based on ad size of appx. 7 inches by 4.5 inches.

The final pricing and service area for each submission is noted in the chart below.

<b>Proponent</b>	<b>Service Area</b>	<b>Pricing</b>
Penticton Western/ Similkameen Spotlight	Penticton, Naramata, Summerland, Kaleden, Okanagan Falls, Keremeos, Cawston, Oliver, Osoyoos	<b>Penticton Western –</b> \$ 278.30 per insertion \$ 7,235.80 per year based on 26 insertions <b>Penticton Western and Similkameen Spotlight –</b> \$ 360.99 per insertion \$ 9,385.75 per year, based on 26 insertions
Penticton Herald / Herald Extra	Penticton, Summerland, Keremeos, Cawston, Princeton, Hedley, Naramata, Kaleden, Okanagan Falls, Oliver, Osoyoos	<b>Both newspapers -</b> \$ 183.68 per insertion \$ 4775.68 per year, based on 26 insertions
Similkameen News Leader	Primarily Princeton, Hedley, Keremeos, Also, Tulameen, Coalmont, Cawston, Manning Park, Osprey Lake, Allison Lake and others by subscription	\$ 175 per insertion \$ 4,550 per year, based on 26 insertions
Osoyoos Times / Oliver Chronicle	Rock Creek, Osoyoos, Oliver, Okanagan Falls	\$ 180 per insertion \$ 4,680 per year, based on 26 insertions

Regional Districts are presented with unique challenges with regard to reaching citizens in all of the rural areas of the District and often must consider using several sources to ensure the circulation is all inclusive and that a consistent message is received in all areas of the district.

Administration recommends that the proposals by Penticton Herald/Herald Extra and the Similkameen News Leader be approved by the Board. By placing ads in both the Herald/Herald Extra and the Similkameen News Leader, we will reach all communities and outlying areas within the District. Value Added services provided in the quote from the Penticton Herald/Herald Extra include an ad button on the Herald's website main page linking to the RDOS website, and an additional bi-weekly column run free of charge in the Herald. The column may be used to help get RDOS messaging out, provide an opportunity for a 'Chair's Message' or a column on a topical issue at the RDOS. The placement in the newspaper of page A4 (Community & RDOS) was also ranked the highest.

**Additional Advertising Sources (non-print media)**

The Regional District endeavors to reach as many citizens as possible and have found that many rely on online news sources such as Skaha Matters, MyNaramata, and Oliver Daily News. It is expected that for matters related directly to a specific electoral area such as Alternative Approval Processes, Open Houses and other related public engagement opportunities, the online news sources may also be used for advertising with funding coming directly from the service or electoral area budget.

**Budget:**

The bi-weekly advertisement will contain a mix of corporate and service specific information and would be billed back to each department or service accordingly. It is expected that a significant decrease will be noted in departmental budgets due to the shift toward consistent corporate advertising.

**Alternatives:**

The Board may choose not to award the project to the recommended proponent.

**Respectfully submitted:**

**Endorsed by:**

*"Nona Lynn"*

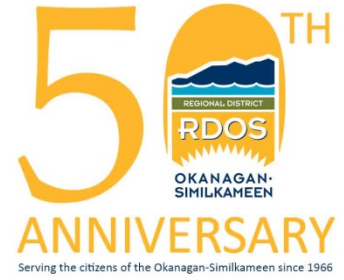
*N. Lynn, Administrative Assistant*

*"Christy Malden"*

*C. Malden, Manager of Legislative Services*

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Development Variance Permit Application — Electoral Area “E”



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### **Administrative Recommendation:**

**THAT the Regional Board approve Development Variance Permit No. E2015.126–DVP.**

---

Purpose: To relocate and extend an existing accessory building (garage).

Owners: NL Surveys Ltd.                      Agent: Robert Leach                      Folio: E-00737.000

Civic: 490 Dorothy Avenue                      Legal: Lot 7, Block 128, Plan 519, District Lot 210, SDYD

OCP: Low Density Residential (LR)                      Zone: Residential Single Family One (RS1)

Requested to vary the minimum front parcel line setback from 7.5 metres to 4.53 metres; and

Variations: to vary the minimum interior side parcel line setback from 3.0 metres to 0.38 metres.

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### **Proposed Development:**

This application proposes a number of variances to the provisions of Electoral Area “E” Zoning Bylaw No. 2459, 2008, in order to facilitate the relocation and extension of an existing garage, specifically:

- to reduce the minimum front parcel line setback from 7.5 m to 4.53 m; and
- to reduce the minimum interior side parcel line setback from 3.0 m to 0.38 m.

The applicant has indicated that siting the existing garage further from the front parcel line “will create additional parking in a congested area during the summer months. The variance will have a positive net benefit. Park land is located east of the existing garage. The garage has likely been in this location for many decades.”

### **Site Context:**

The subject property is approximately 427 m<sup>2</sup> in area and is located on the south side of Dorothy Avenue in Naramata on the shore of Okanagan Lake.

The surrounding pattern of development is characterised by similar low density residential parcels to the west and Manitou Park to the north and west.

### **Background:**

Under the Electoral Area “E” Zoning Bylaw No. 2459, 2008, the subject property is zoned Residential Single Family One (RS1), wherein accessory buildings and structures are permitted uses.

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Currently, the subject property forms one residential premises with Lot 6 to the west. However, the consolidation of these two parcels and accreted land to the south is currently in process. Once complete, the consolidation will create one single parcel of approximately 854 m<sup>2</sup>.

**Public Process:**

Adjacent property owners will have received notification of this application with written comments regarding the proposal being accepted until 12:00 noon on Thursday, January 14, 2016.

**Analysis:**

When assessing variance requests a number of factors are generally taken into account and these include the intent of the zoning; the presence of any potential limiting physical features on the subject property; established streetscape characteristics; and whether the proposed development will have a detrimental impact upon the amenity of the area and/or adjoining uses.

The garage is seen to be accessory to the principle dwelling and related to the residential use of the property, which is consistent with zoning.

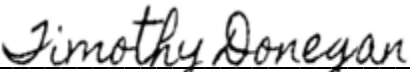
Allowing for the development of a garage within a front setback is considered to represent poor streetscape design. However, in this instance, there are no neighbours on the opposite side of the street, and the existing garage is obscured by trees and is to be relocated further from the front parcel line than it currently is. As a result, streetscape characteristics and amenity are unlikely to be negatively affected.

In considering the side setback, though varying the side setback from 3.0 metres to 0.38 metres is significant, the existing garage has been in its present location for many years and its length will only increase by 0.9 metres and its distance from the side parcel line will remain the same. Though close proximity to the side parcel line has building code implications, they are easily addressed. Generally, use of Manitou Park is unlikely to be negatively affected.

**Alternatives:**

- .1 THAT the Regional Board deny Development Variance Permit No. E2015.126–DVP; or
- .2 THAT the Regional Board defers making a decision and directs that the proposal be considered by the Electoral Area “E” Advisory Planning Commission (APC).

**Respectfully submitted:**



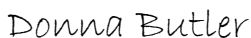
T. Donegan, Planning Technician

**Endorsed by:**



C. Garrish, Planning Supervisor

**Endorsed by:**



D. Butler, Development Services Manager

Attachments:

No. 1 – Site Photos

Attachment No. 1 – Site Photos



**View of Dorothy Avenue looking west from Manitou Park**



# Development Variance Permit

FILE NO.: E2015.126-DVP

Owner: NL Surveys Ltd.  
26 Royal Oak Manor NW  
Calgary, AB T3G-0B5

Agent: Robert Leach  
3422 McCallum Road  
Abbotsford, BC V2S-7W6

## GENERAL CONDITIONS

1. This Development Variance Permit is issued subject to compliance with all of the bylaws of the Regional District of Okanagan-Similkameen applicable thereto, except as specifically varied or supplemented by this Permit.
2. The land described shall be developed strictly in accordance with the terms and conditions and provisions of this Permit, and any plans and specifications attached to this Permit that shall form a part thereof.
3. Where there is a conflict between the text of the permit and permit drawings or figures, the drawings or figures shall govern the matter.
4. This Development Variance Permit is not a Building Permit.

## APPLICABILITY

5. This Development Variance Permit is substantially in accordance with Schedules 'A', 'B', and 'C', and applies to and only to those lands within the Regional District described below, and any and all buildings, structures and other development thereon:

Legal Description: Lot 7, Block 128, Plan 519, District Lot 210, SDYD

Civic Address: 490 Dorothy Avenue

Parcel Identifier (PID): 012-287-466 Folio: E-00737.000

## CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to the Electoral Area "E" Naramata Rural Zoning Bylaw No. 2459, 2008, in the Regional District of Okanagan-Similkameen:
  - a) The minimum front parcel line setback for an accessory building or structure, as prescribed at Section 11.1.6(b)(i), is varied :

- i) from: 7.5 metres  
to: 4.53 metres, as measured from the outermost projection and as shown on Schedule 'B'.
- b) The minimum interior side parcel line setback for an accessory building or structure, as prescribed at Section 11.1.6(b)(iv), is varied:
  - i) from: 3.0 metres  
to: 0.38 metres, as measured from the outermost projection and as shown on Schedule 'B'.

**7. COVENANT REQUIREMENTS**

- a) Not Applicable

**8. SECURITY REQUIREMENTS**

- a) Not applicable

**9. EXPIRY OF PERMIT**

The development shall be carried out according to the following schedule:

- (a) In accordance with Section 926 of the *Local Government Act* and subject to the terms of the permit, if the holder of this permit does not substantially start any construction with respect to which the permit was issued within two (2) years after the date it was issued, the permit lapses.
- (b) Lapsed permits cannot be renewed; however, an application for a new development permit can be submitted.

Authorising resolution passed by the Regional Board on \_\_\_\_\_, 2016.

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B. Newell, Chief Administrative Officer

# Regional District of Okanagan-Similkameen

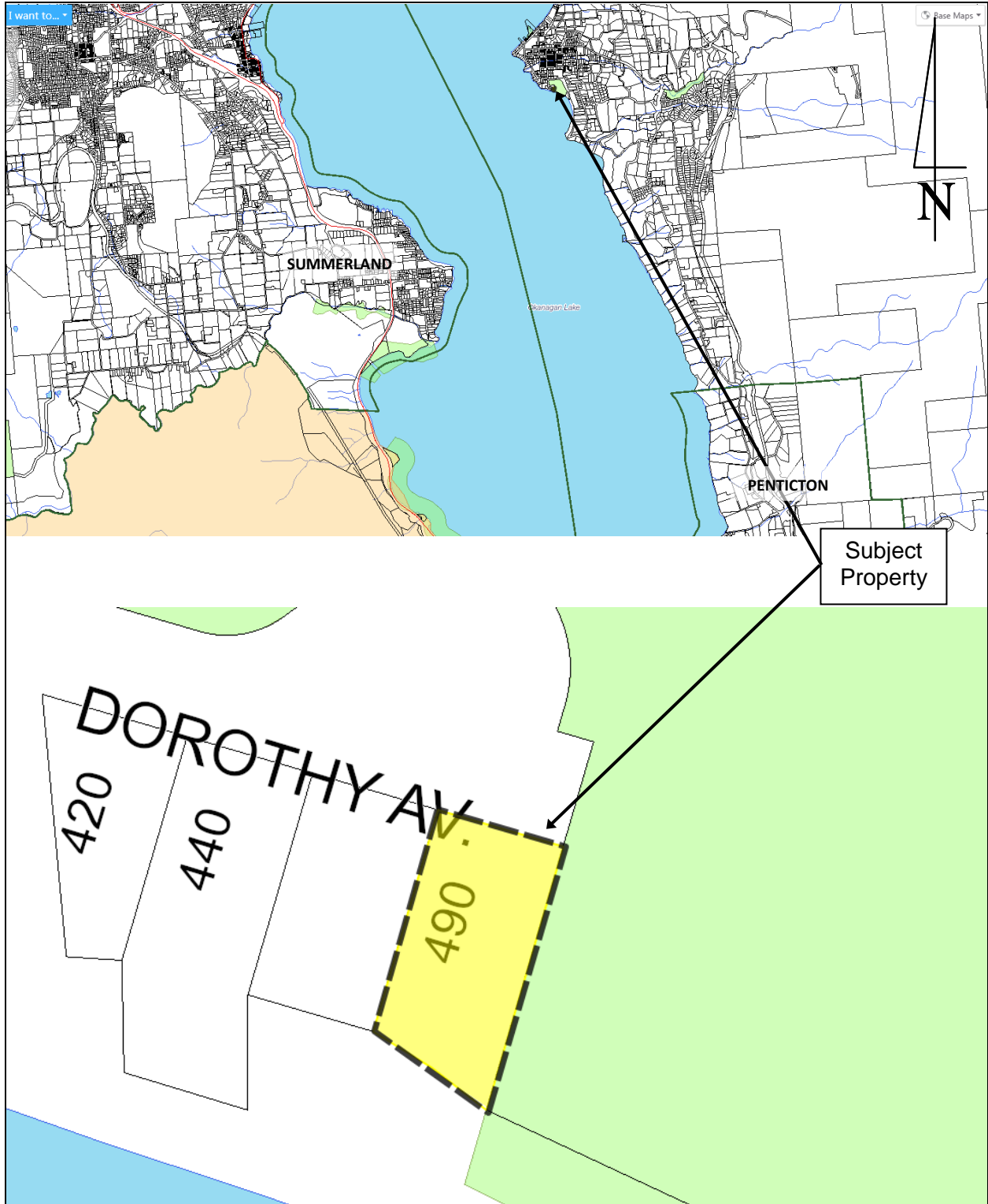
101 Martin St, Penticton, BC V2A 5J9  
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. E2015.126-DVP

Schedule 'A'





# Regional District of Okanagan-Similkameen

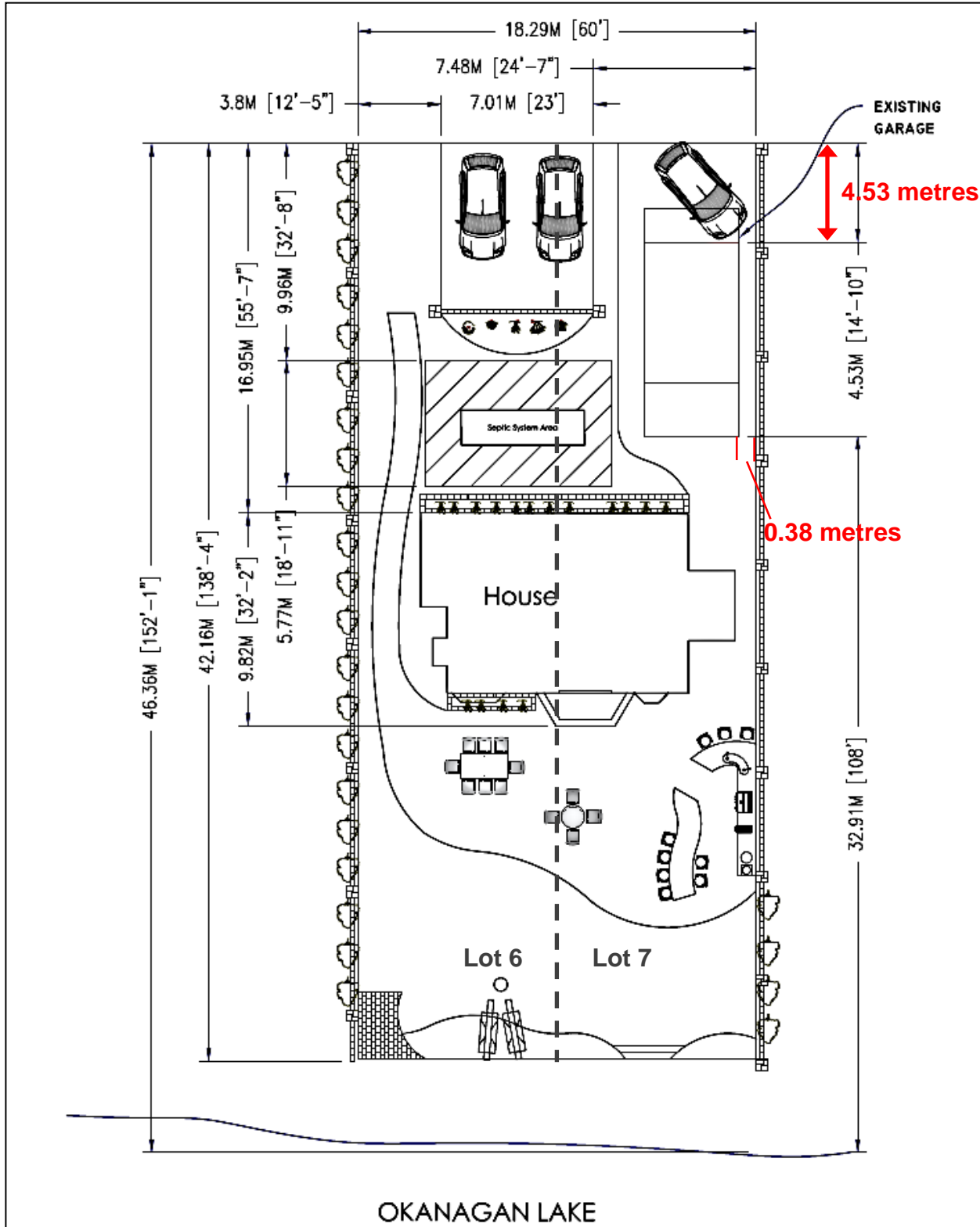
101 Martin St, Penticton, BC V2A 5J9  
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. E2015.126-DVP

## Schedule 'B'



# Regional District of Okanagan-Similkameen

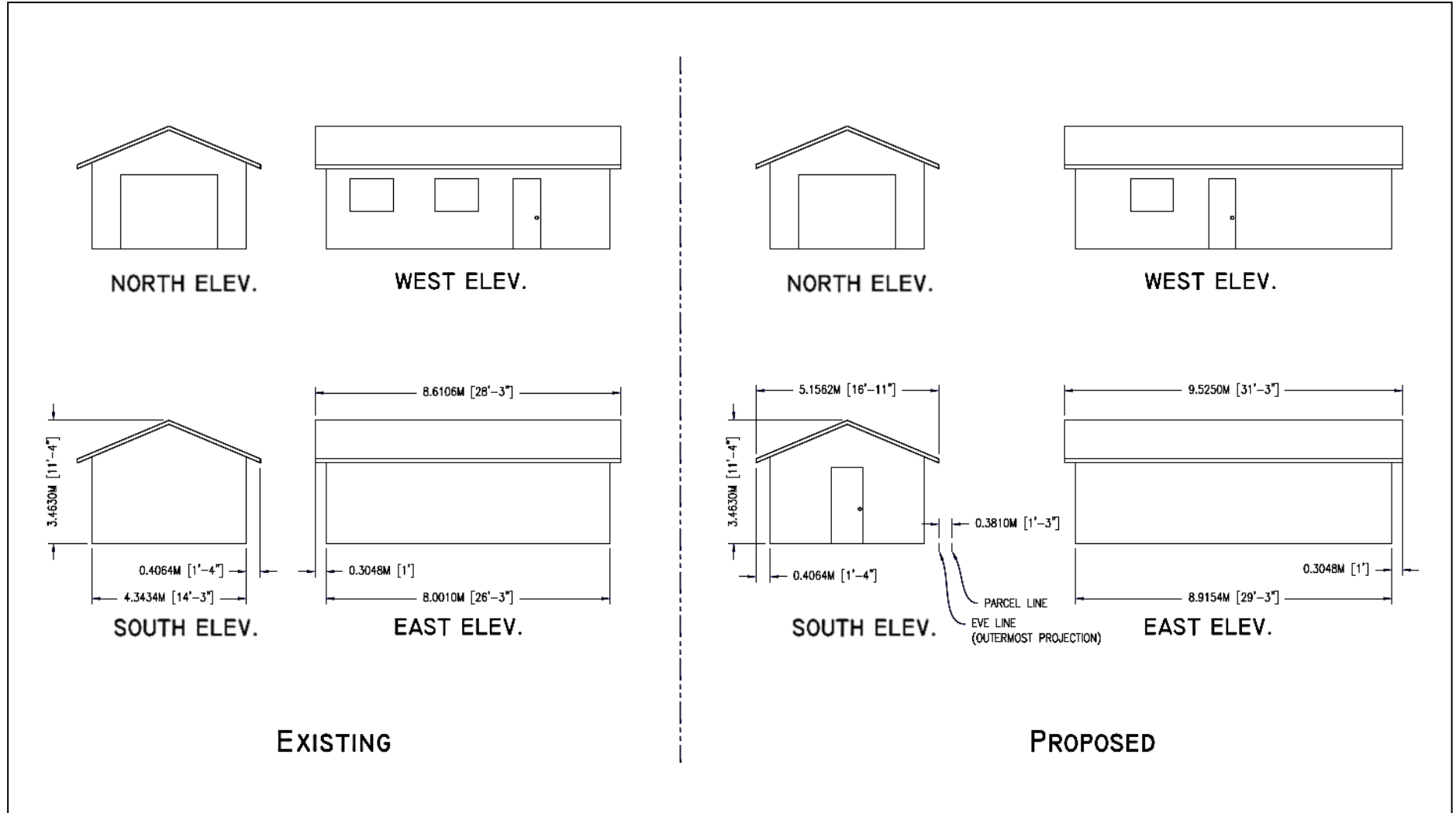
101 Martin St, Penticton, BC V2A 5J9  
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. E2015.126-DVP

## Schedule 'C'



## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Regional Snapshot 2014



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### Administrative Recommendation:

For information

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### Background:

On April 1, 2010, the Board of Directors of the Regional District of Okanagan-Similkameen resolved unanimously to adopt the [Sub-regional Growth Strategy Bylaw No. 2421, 2007](#), known as the South Okanagan Regional Growth Strategy (RGS). With this accomplished, the focus of those involved with the RGS shifted from approval to implementation.

Once a Regional Growth Strategy is adopted, the *Local Government Act* (LGA) requires that ongoing monitoring be established to assess implementation and measure progress being made towards the stated objectives.

The RDOS committed to releasing a Regional Snapshot each year using a selection of the performance indicators. The data collected for this Snapshot was collected and analyzed by RDOS staff, through the use of the Information Service, Finance, Community Services and Planning Services.

In 2015, a preliminary review of the RGS was completed that also looked at type and adequacy of monitoring indicators currently being used. In anticipation of the project to update the RGS through a minor amendment commencing in 2016 that will include a review of indicators, the 2014 Snapshot has been reduced in size.

### Alternative:

That the Board not receive the Regional Snapshot, Volume 6, 2014.

### Analysis:

A region, such as the South Okanagan, is a complex system of interdependencies and relationships, politically, economically, socially and environmentally. The use of performance indicators has limitations, but over the long term, the data can be used to show certain trends or conditions. Fluctuations in data collected annually does not necessarily indicate a trend, per se, but may be a result of minor variations in data or variations that are insignificantly statistically. Long term collection of data is required in order to establish particular trends.

This is the sixth year that a Regional Snapshot has been produced and is comprised of 2014 data. The data indicates that there is a general consistency throughout the sectors. Some of the changes noted between 2013 and 2014 include: the median house price increased over 2013; there was a decrease in ALR lands but an increase in lands being held for conserving biodiversity and natural spaces. There

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was a slight increase of population estimated at about 1000 people. The majority of growth was absorbed by the City of Penticton.

Crime rates appear to have increased; however, the data collected by the Ministry of Justice may revise previous data reports reflecting new updates. The area of where the data has been collected also differs slightly from earlier crime statistics shown in Regional Snapshots. However, crime rates for the South Okanagan remain below the provincial average.

**Respectfully submitted:**



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E. Riechert, Planner

**Endorsed by:**



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C. Garrish, Planning Supervisor

**Endorsed by:**



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D. Butler, Development Services Manager

Attachment: Regional Snapshot 2014, Vol 6, 2014

# REGIONAL SNAPSHOT 2014



SOUTH OKANAGAN REGIONAL GROWTH STRATEGY VOL. 6, 2014

## South Okanagan Regional Growth Strategy

The purpose of the South Okanagan Regional Growth Strategy (RGS) is to create a “big picture” vision for the South Okanagan over the next twenty years. Legislatively, Part 25 of the *Local Government Act* establishes authority for the RGS and states a RGS is to “promote human settlement that is socially, economically and environmentally healthy and that makes efficient use of public facilities and services, land and other resources.”

Once a RGS is adopted, the *Local Government Act* requires that ongoing monitoring be established to assess implementation and measure progress being made towards the stated objectives and an annual report on progress.

### Monitoring and Evaluation: Indicators

As part of the RGS monitoring program, a 2008 Baseline Study identified potential “performance indicators” for the growth strategy. The list of almost 50 indicators was narrowed down to 10 core indicators that have been tracked and used to produce the Regional Snapshot reports beginning in 2009.

Due to changes with the Census and changes to data tracking procedures, a number of baseline indicators have needed adjustments over the past few years.

The following is the sixth annual report on the state of the region which compares 2013 to 2014 data. The report has been condensed from past year’s volumes reflecting possible changes to future monitoring and evaluation information. Only nine key indicators have been reported on this year as obtaining data on public funding for the arts was problematic for 2014.

A South Okanagan Regional Growth Strategy Preliminary Review was completed in 2015 that evaluated RGS policies and RGS indicator data, in order to provide the Board with information and a recommendation on whether any amendments would be required. The recommendation of the report was for a minor amendment that included a review and updating of indicator data being used to monitor the RGS.

<b>POPULATION GROWTH</b>	<b>Estimated Population</b>	
	<b>2013: 69,959</b>	<b>2014: 70,921</b>
<p>Estimated population projections are based on estimates calculated by BC Stats, the provincial statistical agency.</p> <p>Based on population estimates, the south Okanagan has had an increase of 962 people. The City of Penticton has absorbed the majority of this growth, while Oliver and Osoyoos also showing a slight increase. All of the Electoral Areas and Summerland show a slight decrease.</p> <p>The RGS provides policy direction that promotes sustainable development if growth occurs.</p>		

<b>AGRICULTURE</b>	<b>Land included in the ALR</b>	
	<b>2013 – 2014: - 8.7 ha</b>	
<p>This indicator tracks the success of protecting agricultural land by measuring the amount of land that has been added or removed from the Agricultural Land Reserve (ALR). Approximately 13% of the RGS area is within the ALR.</p> <p>For the years 2013 and 2014 there were inclusions, exclusions, and a boundary adjustment for the ALR, resulting in a net loss of 8.7 ha within the RGS area.</p> <p>One of goals in the RGS is the protection of farmland and the agricultural industry in the South Okanagan.</p>		

<b>BIODIVERSITY &amp; NATURAL SPACES</b>	<b>Amount of parks and protected areas</b>	
	<b>2013: 11.4%</b>	<b>2014: 11.6%</b>
<p>This indicator measures the percentage of total land area of parks and protected natural areas in the South Okanagan. It includes lands zoned as a park and lands owned by Natures Trust of BC, the Nature Conservancy, Ducks Unlimited and the Land Conservancy.</p> <p>The Okanagan valley supports some of the most rare flora and fauna in Canada. The policies of the RGS strongly support the conservation, protection and enhancement of ecologically sensitive lands and the retention of open spaces, parks and large rural holdings.</p> <p>The RGS recognizes the value of all components of the natural environment and policies</p>		

strongly support the conservation, protection and enhancement of ecologically sensitive lands and the retention of open spaces, parks and large rural holdings.

For the year 2013 to 2014, a slight increase of protected land was identified, in Electoral Area “A” which reflects a Nature Conservancy grasslands acquisition.



<b>AFFORDABLE HOUSING</b>	<b>Housing starts and median house price</b>
	<b>Median house price (CPI adjusted*)</b>
	<b>2013: \$294,742    2014: \$303,467</b>

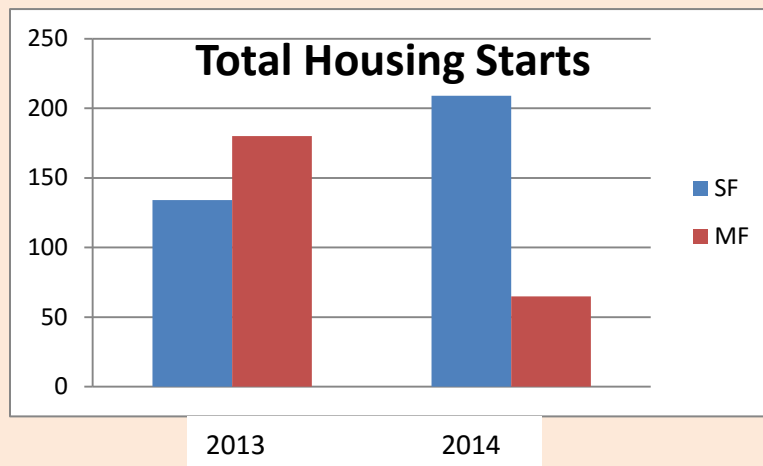
This indicator measures the mix of new housing starts by structural type, that is, the number of buildings that are single family and those as multi-family. The median annual housing price calculated and CPI adjusted is derived from the regional homes sales.

The RGS strongly encourages the development of compact complete communities. Developing complete communities that are accessible to their residents require a mix of housing types within the housing continuum.

The median house price appears to have increased \$8725. Single Family dwellings appear to dominate the overall housing starts for 2014. Multi-family starts for 2014 were almost exclusively with the City of Penticton.



*\*The Consumer Price Index (CPI) is an indicator in consumer prices experienced by Canadians. It is obtained by comparing, over time, the cost of a fixed good (e.g. housing) using a constant base year cost. The base year used for this indicator is 2010.*



## ENERGY USE

### Energy consumption per customer in GJs

**2013: 105.8    2014: 106.6**

This indicator has been adjusted to be consistent with the Provincial Community Energy & Emissions Inventory (CEEI) data collected in each local government across BC. It is anticipated that this data collection methodology will remain consistent in future years. Future CEEI reports will be produced every two years (i.e. 2014, 2016). Data is calculated in Giga Joules. One GJ is equal to 26.1 m<sup>3</sup> of natural gas and 25.8 litres of heating oil.

Data is collected by Fortis by 'premise addresses' of customers (mailing address town or city) that include: Summerland, Penticton, Oliver, Osoyoos, OK Falls, Kaleden, and Naramata. The remote areas of the RGS area may not be included within this indicator. The data used comparing 2013 to 2014 is for natural gas consumption only.

Data is collected for Residential, Commercial and Industrial customers. This indicator uses all energy consumed measured in gigajoules per customer.

Residential Use only comparison:

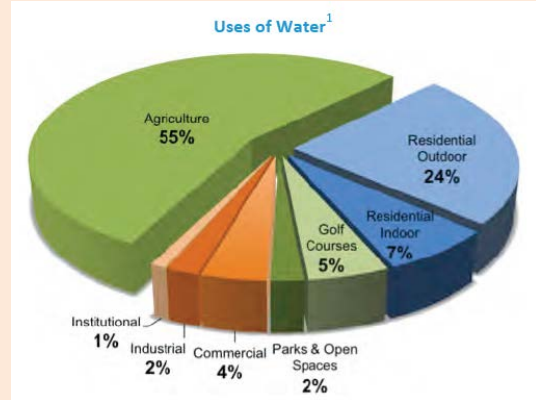
**2013: 62.0 GJ    2014: 68.8 GJ**

**WATER  
MANAGEMENT**

**Daily Water Consumption in Litres per Capita**

**2013: 2022    2014: 2367**

This indicator uses the data collected from eight water utilities of the South Okanagan. Utilities include Penticton, Summerland, Osoyoos, Oliver (including rural Oliver), Faulder, Sage Mesa, West Bench and Naramata. 2014 data *does not* include Summerland. For comparison purposes, the 2013 data was adjusted to remove Summerland data. The indicator uses combined residential and irrigation usage of water.



Water availability remains a concern throughout the Okanagan valley.

Outdoor domestic use accounts for about 25% of water used in the Okanagan, indoor domestic 7%, agricultural irrigation accounts for approximately 55% with commercial and other users making up the remaining 13% of consumption.

Residential only use for the seven utilities averages approximately 770 litres/day/capita.

The RGS promotes water sustainability through conservation and best practises and working collaboratively to ensure water remains available for future uses.

**MUNICIPAL  
SOLID WASTE**

**Solid Waste Disposed (kg/per capita)**

**2013: 1.37    2014: 1.41**

Data is shown for the amount of landfilled waste per capita which is the waste going into the landfill after the diverted waste is taken into account.

Specifically this indicator is measured in kilograms (kg) of solid waste per person per year and consists of measurements taken from the Campbell Mountain landfill.

A slight increase is noted but generally remains consistent with previous years.



The RGS speaks directly to reducing solid waste production by promoting and encouraging waste reduction, through best practises, public awareness and actions.

**SOCIAL,  
CULTURAL &  
THE ARTS**

**Crime Rate per 1000 population (average of)**

**2013: 61.46      2014: 74.14**

This indicator measures the number of Criminal Code offences (excluding traffic offences) per 1000 population. Criminal Code offences include property (e.g. break and enter, theft, fraud, mischief), violent (e.g. homicide, sexual and non-sexual assault, abduction, robbery), and other crimes (e.g. prostitution, gaming and betting, disturbing the peace). Jurisdictions included are Penticton Municipal, Penticton Provincial, South Okanagan Oliver Provincial, South Okanagan Osoyoos Provincial, and Summerland Municipal. Statistics from policing jurisdictions do include several areas outside of the South Okanagan RGS area.

Crime rate statistics are obtained from Ministry of Justice Police Services Division that includes a qualifier that crime data from previous years are revised to reflect any updates, therefore crime statistics may vary for year to year. South Okanagan crime rate for 2014 remains below the provincial average which is 76.0 for every 1000 people.

**SOCIAL,  
CULTURAL &  
THE ARTS**

**Total Length of Trails – km**

**2013:      2014:**

Data from the Regional Trails Master Plan has been used for this indicator. The total length of trails are as follows:

Cycling: 313 km      Mixed: 195 km      Motorized: 449 km      Non-motorized: 905 km

Maintaining an inventory of trail distances has not been implemented during 2014, therefore the km's remain the same as 2013.

Several projects have been completed in 2014 that enhance the recreation and alternative transportation options for the South Okanagan, the include:

- Paving of the KVR at the 'little tunnel' section of the KVR
- Closing motorized use from Penticton to the 'little tunnel' section of the KVR
- Piloting a shared use trail in Faulder
- Completing West Bench and Osoyoos (Lake Shore Drive) pedestrian corridors
- Publishing a new Click Hike Bike brochure

## Summary and Conclusions

The intent of the Regional Snapshot Report is to track a number of performance indicators to enable us to measure the progress on implementing the objectives of the Regional Growth Strategy. This report which is the sixth annual Snapshot uses data collected from 2014 and compares it to 2013 data.

There are limitations to the use of indicators. A region comprises many subsystems with complex relationships and interdependencies. Indicators provide big picture and long term information.

Overall it appears that the South Okanagan was relatively stable, although with some fluctuations, in terms of the nine indicators assessed in this report. The number of housing starts were up from 2013; however, the majority of these are for single detached dwellings, as opposed to multi-unit dwellings. Additional land was purchased to help with biodiversity and conservation in 2013. There was also a net loss of Agricultural Reserve lands of 8.7 ha in 2014.

The vision of the Regional Growth Strategy is a long term commitment to manage growth that is rooted in sustainability. Fluctuations in the marketplace and development industry usually occur somewhat cyclically, therefore, it is important to reflect on the goals of the RGS in the long term.

In 2015, the Regional Board of Directors agreed to proceed with a minor amendment to the RGS that will enhance the usability of the RGS and also will re-evaluate key indicators that will tie into specific goals. It is therefore anticipated that some of the indicators tracked over the last six years in the Snapshot will be amended.

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** OBWB Water Conservation and Quality Improvement Grant Application

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### Administrative Recommendation:

**THAT the Board of Directors forward a resolution of support to the Okanagan Basin Water Board for the following applications to the 2016 OBWB Water Conservation and Quality Improvement (WCQI) Grant program:**

- **Okanagan-Similkameen Drought and Flood Mitigation Plan- Phase 2**
- **Protecting Our Natural Assets – Waterways Stewardship and Protection**
- **Expansion of the Quagga/Zebra Mussel Outreach Program**
- **Greater Twin Lakes Area Stewardship Society and Lower Nipit Improvement District – Watershed Management Plan**

### Purpose:

The OBWB requires that all WCQI grant applications be accompanied by a resolution of support from the organization's local government council or board (this includes projects submitted by staff of local government; all projects must receive support from their council/board).

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

Goal 3.3: To develop an environmentally sustainable community

### Background:

The Okanagan Basin Water Board (OBWB) has announced that applications will be received until 4:00pm on February 12, 2016 for the Water Conservation and Quality Improvement (WCQI) grant program. The WCQI program supports local organizations and government by providing funds to support initiatives that are innovative, tangible, and improves water quality and conservation practices.

For the 2016/2017 program, the funding available to the entire Regional District of Okanagan-Similkameen area, which includes the member municipalities, is \$62,520. Successful grant applications chosen by the OBWB will receive between \$3,000 and \$30,000.

This year, the OBWB is calling for projects that focus on drought planning, groundwater studies, and water flow monitoring to help better understand the state of our water supplies and adapt to

extreme events like floods and droughts, as well as irrigation improvement, metering, and source protection. However, there are 9 funding categories and all eligible applications will be considered. Eligible applicants include the Regional District, Member Municipalities, Irrigation/improvement districts and Non-profit community organizations. All applications must include a resolution of support from the organization's local government council or board.

The program will cover up to 100% of applicable costs or the maximum amount awarded.

## **Analysis:**

### **RDOS Internal Projects**

#### **Okanagan-Similkameen Drought and Flood Mitigation Plan- Phase 2 - \$20,000**

Droughts and floods are 2 natural climatic hazards that the Regional District of Okanagan-Similkameen (RDOS) have been increasingly faced with over the past decade. RDOS received funding for Phase 1 of the plan as part of a 3 phase project. The 2<sup>nd</sup> phase of the Drought and Flood Mitigation Plan will compile the data gathered from phase 1, and bring together key individuals from across sectors and the region to form a Drought/Flood Team. This Team will be able to continue to build a multi-agency working document to mitigate the effects caused by Drought and Flood. Phase 2 of the Plan will be to complete the gap analysis, arrange several community based meetings, form the Drought/Flood Team, working to improve the resilience to these events throughout the Okanagan-Similkameen region.

#### **Protecting Our Natural Assets – Waterways Stewardship and Protection - \$15,000**

An estimated 85 % of riparian habitats have been lost in the South Okanagan-Similkameen due to urban development in the valley bottoms. These wetlands are considered imperiled habitats. Owners along foreshores are often not aware of riparian setbacks, how to steward their properties to preserve land and water quality. This grant will enable the project team to build on seminars and workshops already piloted with the Real Estate Community. It will reach further to builders and most importantly land owners to understand how development choices impact the viability and health of local riparian habitats, community water systems, and fish populations. The project will encourage development of waterway and lakeshore community stewardship including on-site workshops. If successful, this grant will leverage funding from a 2016 RBC Blue Water Project Grant which the RDOS has been selected to apply for.

#### **Expansion of the Quagga/Zebra Mussel Outreach Program - \$15,000**

The OBWB currently provides \$25,000 to OASISS - Aquatic Invasive Species program for hiring summer students to work throughout the Okanagan, conducting face to face outreach with the recreational water users, residents, and water sport businesses. In 2015, the RBC Blue Water Grant Project provided the RDOS \$100,000 to expand the capacity of the program and purchase a custom made interactive educational mobile unit. This grant will be leveraging other grant funding specifically to provide an experienced individual to mobilize the unit; at Farmer's Markets, Community Events, Beaches, Boat Launches, and support the Early Detection and Response Teams as requested at roving stations.

## External Projects

### **Greater Twin Lakes Area Stewardship Society and the Lower Nipit Improvement District – Source Water Protection Plan Assessment - \$25,000**

The Lower Nipit Improvement District (LNID) and the Greater Twin Lakes Area Stewardship Society (GTLASS) would like to apply for the OBWB WCQI for the year 2016 to provide a Watershed Management Plan to mitigate flood and drought in the Twin Lakes Area. Water levels at Twin Lakes vary greatly from 0 to 10+ feet with the variable spring freshet. Since an early 1950's rancher closed in the over flow outlet of Lower Horn Creek, Lower Twin Lake became a closed surface water system. The closed surface water system was made very vulnerable to flooding in the 70's when the RDOS approved the 8 strata dwellings built on a flood plain 2 feet closer to high water than the regulation. A written management plan based on historical to present day data with triggers for best practice and recommendations would be outlined. This management plan is an important part of sustainable water in the Twin Lakes Area and would be written in consultation with a hydrologist/water engineer.

### **Alternatives:**

The Board may choose to not provide a resolution for one or more of the projects listed.

### **Communication Strategy:**

The resolution letters will be provided to the OBWB as part of the WCQI grant application.

### **Respectfully submitted:**

*Candace M. Pilling*

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C. Pilling, Engineering Technologist

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Okanagan Falls Parks & Recreation Commission  
Appointments 2016/2017



### Administrative Recommendation:

**THAT the Board of Directors appoint Ron Obirek as a member of the Okanagan Falls Parks & Recreation Commission until December 31, 2016; AND,**

**THAT the Board of Directors rescind the appointment of Kim Baker and Mike Bryne from the Okanagan Falls Parks & Recreation Commission; AND,**

**THAT a letter be forwarded to Ms. Baker and Mr. Bryne thanking them for their contribution to the Okanagan Falls Parks & Recreation Commission; AND,**

**THAT the Board of Directors re-appoint the following people as members of the Okanagan Falls Parks & Recreation Commission for the periods indicated:**

Name	Term	Expires
Don Clark	2 years	December 31, 2017
Pat Rawkins	2 years	December 31, 2017
Alf Hartviksen	2 years	December 31, 2017
Ed Melenka	2 years	December 31, 2017

The following members continue to serve Okanagan Falls Parks & Recreation Commission.

Name	Expires
Mike Pearce	December 31, 2016
Julie Feller	December 31, 2016
Lynn Tsumuraya	December 31, 2016



**Purpose:**

**It is the recommendation of the Okanagan Falls Parks & Recreation Commission to appoint and rescind the following members to and from the Commission.**

**Reference:**

**Bylaw 2253, 2004 Okanagan Falls Parks & Recreation Commission Establishment Bylaw.**

**Alternatives:**

**The Board not approve the recommendations of the Okanagan Falls Parks & Recreation Commission.**

**Respectfully submitted:**

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J. Shuttleworth, Park/Facilities Coordinator

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Lease Agreement - Community Parks  
Town of Oliver and Regional District of Okanagan-Similkameen

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### Administrative Recommendation:

**THAT the Board of Directors authorize the Chair and Chief Administrative Officer to execute the Lease Agreement between the Town of Oliver and Regional District of Okanagan-Similkameen for the community parks legally described as:**

PID 011-024-402, Lot 707, DL 24505, SDYD, Plan 2133 (Rotary Beach.6759 Lakeside Drive);

PID 006-278-159, Lot 362, DL 24505, SDYD, Plan KAP1996, Except Plans A1274, 18418, 20723, 30688 and Plan 38045 (Oliver Community Park, 799 McKinney Road);

PID 008-354-197, Lot 985, DL 24508, SDYD, Plan 17753 Except Plan KAP90396 (Oliver Lions Park, 6607 Main Street); and

(PID 023-973-803, Lot A, DL 24508, SDYD, Plan KAP60696 Except Plan KAP67689 (Oliver Kinsmen Park, (255 Fairview Road);

### Purpose:

**The purpose of this report is to advise the Board that the Regional District wishes to enter into a landlord tenant agreement with the Town to augment the provisions of the original 2004 agreement with the Oliver Parks & Recreation Society.**

### Reference:

Lease Agreement - Community Parks  
Town of Oliver and Regional District of Okanagan-Similkameen

### Background:

In 2004, the Regional District of Okanagan-Similkameen and the Oliver Parks & Recreation Society (Society) entered into an agreement for the Society to undertake the management, supervision, and operation of the Oliver Arena, Oliver Community Pool, the Community Parks, the Oliver Community Centre, and recreation programming.

The Society manages the Town's parks (Lions Park, Kinsman Park, Rotary Beach Community Park, and Oliver Community Park) by scheduling events, which includes the rental and use for recreational and community purposes.

The Regional District requisitions funds from both the Town of Oliver and Electoral Area "C" (rural Oliver) to fund the Society for the management and operation of the parks, along with the Oliver Arena, Oliver Community Pool, and Oliver Community Centre.

**Analysis:**

In order to requisition funds to operate a service on land not owned by the Regional District, some form of legal tenure is required.

**Alternatives:**

That the Board not authorize the Chair and Chief Administrative Officer to execute the Lease Agreement.

**Respectfully submitted:**

*L. Bourque*

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L. Bourque, Rural Projects Coordinator

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** RDOS Fees and Charges Bylaw No. 2723, 2016



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### Administrative Recommendation:

**THAT Bylaw No. 2723, 2015 Regional District of Okanagan-Similkameen Fees and Charges Bylaw be read a first time.**

### Reference:

*Local Government Act*

### Background:

Through the *Local Government Act* the Regional District has the authority to impose fees and charges for services that are provided. Prior to 2010, the Regional District fees and charges were located within a number of different bylaws; however, in that same year an all-encompassing Fees and Charges Bylaw was brought in for ease of reference and review on an annual basis.

Although the bylaw can be amended throughout the year, administration brings the bylaw forward for review in February in conjunction with the budget process. Following the adoption of the Budget bylaw, the Fees and Charges bylaw is also passed.

### Analysis:

Bylaw 2723 repeals Bylaw 2680, 2015 and provides the following changes in accordance with the 2016 budget:

#### **Schedule 1 (Corporate Services Fees)**

##### *6.0 Human Resources Services for Municipalities*

- To ensure that costs are covered, a formula based on 24.5% labour load and 15% admin charge is implemented, resulting in a small increase from 2015.

#### **Schedule 2 (Building Permit Fees)**

#### **Schedule 3 (Planning and Development Fees)**

##### *3.0 Temporary Use Permits (TUP)*

- The amendment includes a change to the fees charged for TUP issued for “vacation rental” uses which extends the discounted rate of \$350 to December 31, 2016 (as per direction provided by the Planning and Development Committee of the Board on January 21, 2016).

## Schedule 4 (Bylaw Enforcement Fees)

## Schedule 5 (Public Works and Engineering Services Fees)

### **Section 3 Water Systems**

#### *1.0 Naramata Community Water System and Street Lighting:*

- 3.4% or \$33 per basic user fee increase due to increased Consultant costs in 2016 to address various issues such as a Dam Master Plan.

#### *2.0 Olalla Water System:*

- 2.5% or \$10 per Single Family dwelling user fee decrease due mainly to decreasing transfer to reserve.

#### *5.0 Gallagher Lake Water System:*

- 5.1.2.4 Wording Change to add 'Distillery'

### **Section 4 Sewer Systems**

#### *1.0 Okanagan Falls Sewer:*

- 2.9% or \$19 per Single Family Dwelling increase due mainly to a decreasing Prior Year Surplus.

#### *2.0 Gallagher Lake Sewer:*

- 2.1.2.4 Wording Change to add 'Distillery'

### **Section 7 – Sanitary Landfills**

The amendments include:

New Waste Categories: Unsorted Residential Recycling, Non-Recyclable Concrete, Prohibited Waste, (Large & Small) Pressurized Tanks, Unsorted Residential Recycling.

Adjusted Rates: Controlled and authorized Prohibited Waste, Oversize Tires, Tires with Rims, Assessed & Non-Assessed Demolition Construction Renovation Materials categories

## Schedule 6 (Parks and Recreation Fees)

#### *1.0 Naramata Parks and Recreation*

- Increased program fees

#### *3.0 Kaleden Parks and Recreation*

- Increased Program fees

- Increased Rental fees

#### *4.0 Keremeos*

- Increased Program fees

- Removal of the "punch in Fitness" prices, this information is only for the employee when entering the amount in the register in order to calculate the GST amount.

**Alternatives:**

**Communication Strategy:** *(Outline the communications efforts being undertaken to ensure this initiative is communicated appropriately.)*

**Respectfully submitted:**

*“Christy Malden”*

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C. Malden, Manager of Legislative Services

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

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Fees and Charges Bylaw No. 2723, 2016

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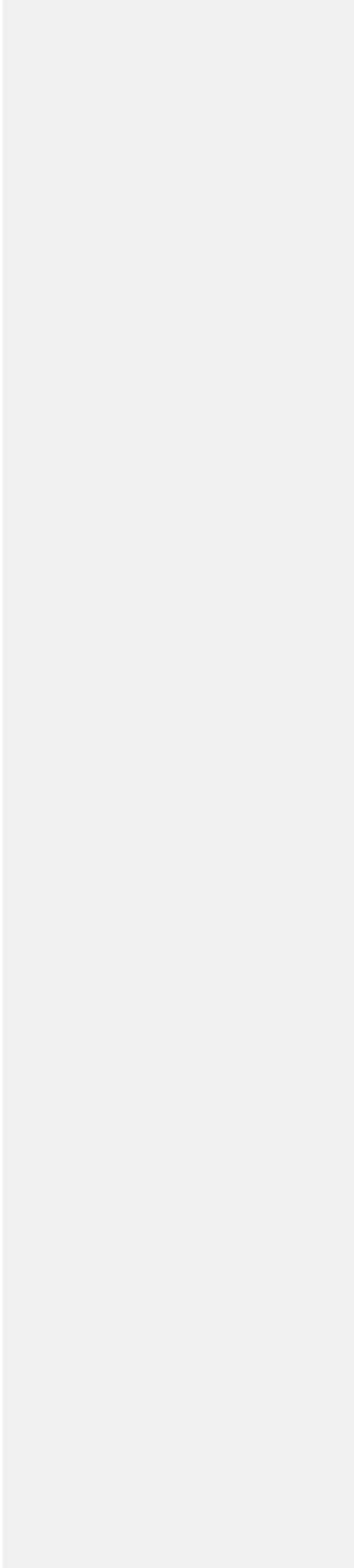
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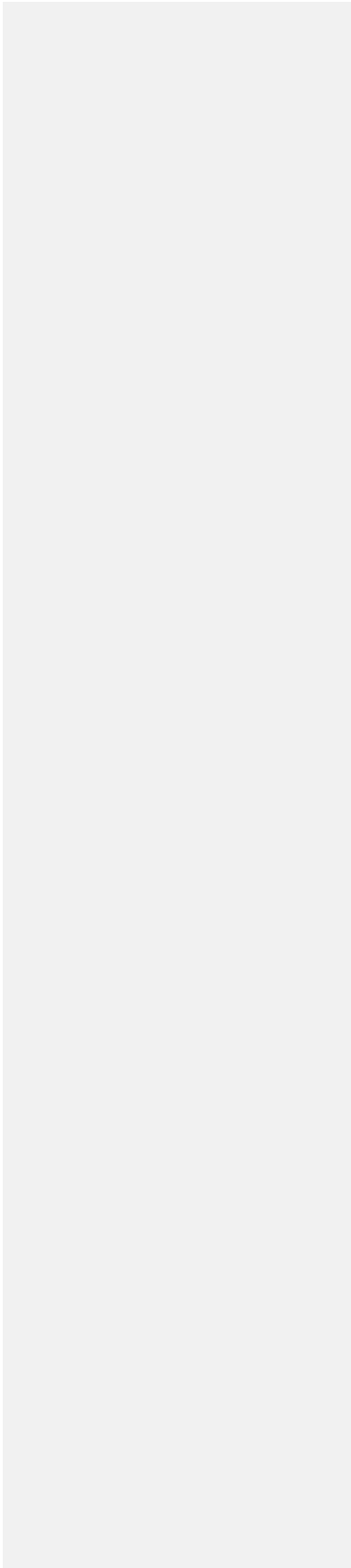
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**REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN**

**BYLAW NO. 2723, 2015**

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A bylaw to set fees and charges for Regional District services and information.

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**WHEREAS** the *Local Government Act* provides that the Board may by bylaw establish fees and charges for various Regional District services and information;

**AND WHEREAS** in accordance with Section 363 [imposition of fees and charges] and Section 931 [fees related to applications and inspections] of the *Local Government Act*, the Regional Board wishes to establish fees and charges which reflect cost recovery for services and information provided;

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

**Section 1 - Citation**

- 1.1 This Bylaw shall be cited as the **Regional District of Okanagan-Similkameen Fees and Charges Bylaw No. 2723, 2016**.

**Section 2 – Fees and Charges**

- 2.1 Wherever this Bylaw sets out fees and charges with respect to other Regional District bylaws and such other bylaws contain similar fees and charges, this Bylaw is deemed to prevail.
- 2.2 Wherever this Bylaw sets out fees and charges for work done or services provided to land or improvements, the Regional District may recover the costs of undertaking the work in the same manner and with the same remedies as property taxes.
- 2.3 The schedule of fees to be imposed for the provision of goods, services and information as specified in Appendix 'A' Schedules 1 to 6 attached hereto, and forming part of this bylaw, is hereby established.

**Section 3 – Effective Date**

- 3.1 This bylaw shall come into effect on April 15, 2016.

**Section 4 - Repeal**

- 4.1 Bylaw No. 2680, 2015 are hereby repealed.

**READ A FIRST TIME** this day of xx day of xx, 2016.

**READ A SECOND AND THIRD TIME** this xx day of xx, 2016.

**ADOPTED** this xx day of xx, 2016.

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RDOS Board Chair

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Corporate Officer

## Schedule 1 – Corporate Services Fees

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### 1.0 - Photocopies

8.5" x 11"	\$0.25/page
8.5" x 14"	\$0.35/page
11" x 17"	\$0.50/page
24" x 36"	\$2.50/page

### 2.0 - Finance Fees and Charges

2.1 Utility Search Fee \$20.00

2.2 Utility rates will be billed as set out in this bylaw and if remain unpaid after the due date, a percentage addition of ten percent of the amount thereof shall be added on the next following working day.

In default of any such owner making any such payment or payments as in such agreement made and provided, the Collector for the Regional District shall add such amount in default to the taxes of such lot or parcel of land on the Collector's Real Property Tax Roll and thereafter such amount shall be deemed to be taxes against the said property and shall be dealt with in the same manner as taxes against the said property would be dealt with under the provisions of the *Local Government Act* and *Community Charter*.

2.3 Processing fee for payments returned by the financial institution – \$30.00

### 3.0 - Mapping

3.1 Legal, civic and zoning 1:5,000 scale maps are available to the public in the following formats:

- Hardcopy maps at a price of \$15 per map.
- Digital format (Adobe PDF) set of maps for price of \$30 per CD.

3.2 Cost for miscellaneous hardcopy maps in GIS warehouse directory is \$35 per map.

3.3 Cost for creation of custom maps is \$80/hr. A minimum charge of \$140 is required with a minimum notice of 15 working days by the applicant.

### 4.0 - Digital Data

4.1 RDOS will provide GIS data available at no charge on the RDOS FTP site as per Item 1.0 of Enterprise Unit Data and Services Policy.

### 5.0 - GIS Services for Municipalities, Provincial and Federal Government

5.1 Access to existing RDOS internal internet mapping application will be \$2,540/year.

5.2 Creation of a municipal specific internet mapping application with functionality in addition to or different from the RDOS internal application as per Item 2.1 of Enterprise Unit Data and Services Policy will be available at a cost of \$4,431 per year.

- 5.3 Specific GIS services as per items 2.2 and 2.3 of Enterprise Unit Data and Services Policy will be available at a cost of \$50.85/hr for the GIS Technician, \$54.03/hr for GIS Analyst/Programmer and \$71.13/hr for IS Manager.
- 5.4 Services will be available at a cost of \$50.85/hr for the GIS Technician, \$54.03/hr for GIS Analyst/Programmer and \$71.13/hr for IS Manager.

#### **6.0 - Human Resources Services for Municipalities**

- 6.1 Human Resources services will be available to municipalities as per items 3.1 and 3.2 of Enterprise Unit Data and Services Policy. Services will be available at a cost of \$69.55 71.19/hr for the HR Manager and \$46.95 48.38/hr for HR Coordinator.

#### **7.0 - IT Services for Municipalities**

- 7.1 IT services will be available to municipalities as per items 4.1 and 4.2 of the Enterprise Unit Data and Services Policy will be available at a cost of \$47.93/hr for the Systems Administrator and \$40.26/hr for Network Analyst.

**1.0 - Plan Processing Fee**

1.1 The fee for plan processing shall be \$150.00

**2.0 - Building Permit – to be determined as follows:**

- 2.1 \$12.00 for each \$1,000.00 in value of work to be authorized by the permit except that the minimum fee for a permit or a series of permits on the same parcel of land issued at the same time is \$150.00.
- 2.2 using Table A-1 for detached single family dwellings, duplex dwellings where one dwelling is not located above the other dwelling and buildings that are accessory to these buildings; or,
- 2.3 using the declared contract value for all construction other than that work included in paragraph 1. above, except that if the declared value is contested by the building official the value will be established using the Marshal & Swift Residential Cost Hand Book or the RS Means Square Foot Costs Handbook.

**Table A-1**

Proposed <i>construction</i>	Value per square meter	Value per square foot
One storey*	\$1453	\$135
Finished basement	\$538	\$50
Each Additional Storey	\$807	\$75
Enclosed structure or Garage**	\$430	\$40
Sundeck (no roof)	\$323	\$30
Roof only	\$215	\$20
Unenclosed structure or carport	\$269	\$25
Pool	\$377	\$35

\*The fee covers slab on grade, crawlspaces and unfinished basements

\*\*The minimum permit fee for a structure over 55 m<sup>2</sup> shall be \$300

**3.0 - Plan Review Fee**

3.1 Submissions of revised drawings once a zoning or building code review has been completed will result in a minimum charge of \$100. In addition, an hourly rate of \$50 will be charged if the revised drawings require more than 1 hour of review.

#### **4.0 - Locating/Relocating a Building**

- 4.1 The fee for a permit authorizing the locating or relocating of a building or *structure* including the value of any additions or modifications, shall be calculated at 0.7 of the fees set out in Table A-1.
- 4.2 A modular home or manufactured home installed in accordance with Z-240.10.1, including the value of any additions or modifications, shall be calculated at 0.5 of the fees set out in Table A-1.

#### **5.0 - Demolishing a Building or Structure**

- 5.1 The fee for a permit authorizing the demolition of a building or structure shall be \$500.00.

#### **6.0 - Plumbing Permits**

- 6.1 The permit fee for each plumbing fixture shall be \$10.00 per fixture, when the plumbing permit is issued in conjunction with a building permit, and \$10.00 per fixture plus an administration fee of \$100 when a plumbing permit is issued separately.
- 6.2 The plumbing permit fee may be reduced up to 25% (minimum fee \$150) with submission and approval of plumbing system layout drawings by a TQ certified tradesperson (plumber) for single family new construction and renovation projects.

#### **7.0 - Solid Fuel Burning Devices**

- 7.1 The permit fee for the installation of solid fuel burning appliances, fireplaces and chimneys shall be \$100.00 per appliance.

#### **8.0 - Re-inspection Fees**

- 8.1 The fee for a re-inspection shall be \$100.00.

#### **9.0 – Health and Safety Inspection**

- 9.1 The fee for any inspection to confirm health & safety requirements as set out in the BC Building Code shall be \$100.00.

#### **10.0 - Transfer Fee**

- 10.1 The fee for the transfer of a permit as set out in the RDOS Building Bylaw No. shall be \$100.00.

#### **11.0 - File Searches and Comfort Letters**

- 11.1 The fee for information recovery from archived files shall be \$20.00 payable in advance and shall be subject to the *Freedom of Information and Protection of Privacy Act*.
- 11.2 The fee for provision of information contained on the Parcel Information Maps, information recovered from building permit files and property folio files which is routinely releasable and not subject to the Freedom of Information and Protection of Privacy Act may be charged at a rate of \$10 per ¼ hour of time spent by a RDOS employee.
- 11.3 The fee for comfort letters shall be \$100.00 per property.

**12.0 - Deficiency Inspection Permit for Removal of Notice on Title**

12.1 The fee for a deficiency inspection permit and subsequent removal of a Notice on Title shall be \$250.00. The fee for a deficiency re-inspection shall be \$100.00

**13.0 - Permit Extension Fee**

13.1 The fee for permit extension shall be \$100.00

**14.0 - Legal Documents**

14.1 Title search \$ 15

14.2 Title and on-line document search (including State of Title, Covenants, Right of Ways, Easements, Plans and similar documents (per document) Actual cost of document, not to exceed \$ 50

Non-Electronic Documents from Land Titles Office and Registry Services (per document) Actual cost of document, not to exceed \$ 100

**15.0 - Covenants**

15.1 Preparation of a Covenant \$500

15.2 Covenant Discharge \$250



### Schedule 3 – Planning and Development Fees

<b>1.0 Official Community Plan (OCP) amendment</b>	
1.1 Application fee .....	\$1,000.00
1.2 Joint Zoning Bylaw Amendment fee .....	\$1,500.00
plus: i) \$25.00 per dwelling unit and/or parcel in excess of four (4)	
<b>2.0 Zoning Bylaw or Land Use Contract (LUC) amendment</b>	
2.1 Application fee .....	\$1,000.00
plus: i) \$25.00 per dwelling unit and/or parcel in excess of four (4)	
<b>3.0 Temporary Use Permit</b>	
3.1 a) Application fee .....	\$ 700.00
b) despite subsection a), application fee for a 'vacation rental' use submitted between July 1, 2014 and prior to Dec 31, 2016	\$ 350.00
3.2 Renewal fee .....	\$ 350.00
<b>4.0 Development Permit</b>	
4.1 Application fee .....	\$ 600.00
4.2 Amendment to a Permit fee .....	\$ 300.00
4.3 Expedited Permit .....	\$ 300.00
<b>5.0 Development Variance Permit</b>	
5.1 Application fee .....	\$ 400.00
<b>6.0 Board of Variance Appeal</b>	
6.1 Application fee .....	\$ 500.00
<b>7.0 Floodplain Exemption</b>	
7.1 Application fee .....	\$ 400.00
<b>8.0 Strata Title Conversion</b>	
8.1. Application fee .....	\$ 150.00
plus: i) \$150.00 for each additional unit	
<b>9.0 Campsite Permit</b>	<b>Bylaw 713</b>
9.1 Application fee .....	\$ 150.00
plus: i) \$15.00 for each camping space	
9.2 Renewal fee .....	\$ 150.00
<b>10.0 Mobile Home Park Permit</b>	<b>Bylaw 2597</b>
10.1 Application fee .....	\$ 150.00
plus: i) \$30.00 for each mobile home space	
10.2 Renewal fee .....	\$ 150.00
<b>11.0 Applications to the Agriculture Land Commission (ALC)</b>	
11.1 Application fee .....	\$ 600.00

**12.0 File Searches (For routinely releaseable records only)**

12.1 Information recovery from archived files .....	\$	20.00
12.2 Information recovery from a property folio:		
i) first ½ hour of time spent .....	\$	0.00
ii) each additional ¼ hour spent after first ½ hour of time .....	\$	7.50

**13.0 Legal Documents**

13.1 Title and document search (including State of title, Covenants, Right of Ways, Easements, Plans and similar documents):		
i) Electronic search (per document) .....(up to)	\$	50.00
ii) Non-Electronic search (per document).....(up to)	\$	100.00

**14.0 Covenants**

14.1 Discharge of a Statutory Covenant .....	\$	250.00
14.2 Preparation or Amendment of a Statutory Covenant.....	\$	500.00

**15.0 Comfort Letters**

15.1 "Comfort Letter" for compliance with bylaws or zoning .....	\$	100.00
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**16.0 Letter of Concurrence for Communication Towers .....\$ 400.00**

Note: The number of dwelling units and/or parcels referred to at Sections 1.2 and 2.1 shall be determined by either using the maximum density of dwelling units permitted per hectare of land in the proposed zone or designation, or by dividing the area of the land proposed to be re-designated or zoned by the minimum parcel size requirement of the proposed zone or designation, whichever yields the greatest number.

## Schedule 4 – Bylaw Enforcement Fees

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### 1.0 Animal Control Fees

- 1.1. Impoundment Fees – Dogs (other than Dangerous Dogs)
- first impoundment in any calendar year \$ 50.00
  - second impoundment in any calendar year \$100.00
  - third impoundment in any calendar year \$250.00
  - each subsequent impoundment in any calendar year \$500.00
- 1.2. Impoundment Fees – Dangerous Dogs
- each impoundment \$1,000.00
- 1.3. Maintenance Fees
- each twenty-four (24) hour period, or part thereof \$ 20.00
  - Dangerous Dog \$30.00
- 1.4. Veterinary Costs Incurred costs as invoiced by Veterinarian

### 2.0 Dog Licensing Fees:

- 2.1. Intact Males and Non Spayed Females \$ 50.00  
Spayed Females and Neutered Males \$ 20.00  
Certified Guide or Assistance Dog no charge
- 2.2. notwithstanding 2.1, the licence fee for a dog that has reached 24 weeks in the same licencing year shall be prorated to a minimum amount of \$5.00
- 2.3. Where an owner presents proof that a dog was spayed or neutered in the same calendar year as the dog licence, the difference in licence fee shall be reimbursed for that calendar year, provided that the reimbursement is requested within the same calendar year as the licence.

### 3.0 Replacement of Lost, Destroyed or Mutilated Tags:

- 3.1 replacement of any lost, destroyed or mutilated tag \$ 5.00

### 4.0 Burning Permit Fees

- 4.1 Open Air Burning Permit (valid for one year) **Bylaw 2364**  
\$30.00

## Schedule 5 – Public Works and Engineering Services Fees

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### Section 1- Development Fees

### Bylaw 2000

#### 1.0 Examination Fees for the Subdivision of Land:

1.1	Subdivision Administration Fee	\$ 400.00
1.2	Simple lot intended to be created	\$ 500.00
1.3	Strata lot/unit intended to be created	\$ 500.00
1.4	Boundary Adjustments, per lot altered	\$ 100.00
1.5	Revision of subdivision referrals, each	\$ 150.00

If the revision results in additional lots to be created then 1.2 or 1.3 shall apply. If the revision results in a reduction of lots then no refund is given.

#### 1.6 Review Fee

A development/subdivision design review fee of whichever the greater between \$500 or equal to 1 percent of the construction cost (approved estimate by the Regional District) of works and services which are reviewed by the Regional District, shall be paid to the Regional District before a development/subdivision is approved.

#### 1.7 Inspection Fee

An inspection fee equal to 3 percent of the construction cost (approved estimate by the Regional District) of works and services which are owned and operated by the Regional District and that are reviewed or inspected by the Regional District, shall be paid to the Regional District before a subdivision is approved.

The inspection fee is not payable if the owner submits a certificate from a professional engineer that all works and services have been inspected by the engineer and have been completed in accordance with the requirements of this bylaw.

#### 2.0 Water Meter Vault, Appurtenances and Installation Fees

2.1 For all newly created lots a fee will be paid a time of subdivision for each lot that lies within a Water Service Area owned and operated by the Regional District as follows:

2.1.1	¾ to 1 ½ inch Service	\$1,500/lot
2.1.2	2 inch Service	\$2,000/lot
2.1.3	4 inch Service	\$3,000/lot

The fee includes the cost for the water meter and meter installation.

2.2 The fees in 2.1 may also apply to zoning amendment applications.

## **Schedule 5 – Public Works and Engineering Services Fees**

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### **Section 2 - Development Cost Charges & Capital Expenditure Fees**

<b>1.0 Okanagan Falls Sewer Development Cost Charges</b>	<b>Bylaw 2486</b>
1.1 Single detached dwelling per lot/per dwelling unit	\$9,500.00
1.2 Duplex per dwelling unit	\$9,500.00
1.3 Townhouse per dwelling unit	\$6,800.00
1.4 Apartment per dwelling unit	\$6,800.00
1.5 Commercial per m <sup>2</sup> gross floor area	\$ 30.00
1.6 Industrial per m <sup>2</sup> gross floor area	\$ 30.00
1.7 Institutional per m <sup>2</sup> gross floor area	\$ 27.00
<b>2.0 Naramata Water System Development Cost Charges and Capital Expenditure Charges</b>	<b>Bylaw 1804 NID Bylaw 443</b>
2.1 Development Cost Charges Zone A	
2.1.1 Single Family Residential at Subdivision	\$5,700/parcel
2.1.2 Multi Family Residential at Building Permit	\$5,700/dwelling
2.2 Capital Expenditure Charges – Zone A, B & C	
2.2.1 Single Family Residential	\$5,700/service
2.2.2 Multi-Family Residential	\$5,700/lot
2.2.3 Cottage	\$5,700/service
<b>3.0 Olalla Water System Capital Expenditure Charges</b>	<b>OID Bylaw 32</b>
3.1 Mobile Home Capital Expenditure Charge	\$1,000/unit
3.2 Capital Expenditure Charge	\$ 800/parcel
<b>4.0 Faulder Community Water System Development Cost Charges</b>	<b>Bylaw 1894</b>
4.1 Single Family Residential	\$4,200/parcel
<b>5.0 West Bench Water System Capital Expenditure Charge</b>	<b>WBID Bylaw 101</b>
5.1 Capital Expenditure Charge	\$3,000/parcel
<b>6.0 Gallagher Lake Water Connection Cost</b>	<b>Bylaw 2644</b>
6.1 Each water service	\$1,500.00

**7.0 Gallagher Lake Sewer Connection Cost**

**Bylaw 2645**

7.1 Sewer – Single Family Equivalent Units (SFU)

Each SFU equivalent unit in this section will have a Connection Cost of \$6,000.00.

Use	Person per Unit	SFU Equivalency	\$6000.00 Per
<b>Residential</b>	2.50 <sup>1</sup>	1.000	Dwelling
<b>Motel Unit</b>			2 Units
<b>Camp/RV Site</b>			2 Sites
<b>Commercial</b>	0.013 <sup>2</sup>	0.0052	193 m <sup>2</sup>
<b>Industrial</b>	0.006 <sup>2</sup>	0.0024	417 m <sup>2</sup>
<b>Institutional</b>	0.01 <sup>2</sup>	0.004	250 m <sup>2</sup>

Note: 1: RDOS' *Gallagher Lake & Vaseux Lake Areas Liquid Waste Management Plan*

2: The Ministry of Community, Sport of Cultural Development, *Provincial Best Practices for Development Cost Charges*

## Schedule 5 – Public Works and Engineering Services Fees

### Section 3 – Water System Fees<sup>1</sup> –not to exceed maximum of:

#### 1.0 Naramata Community Water System and Street Lighting

#### Bylaw 2377

1.1 Basic User Fee	\$ 960 <u>993</u> /house
1.2 Grade A Domestic	\$ 267 <u>276</u> /acre
1.3 Grade A Irrigation	\$ 255 <u>264</u> /acre

If land is deemed to be non-irrigable, residents may apply for exemption based on an agrologist's report

1.4 Grade B	\$165 <u>171</u> / parcel
1.5 Development Charge – applicable when no Basic User Fee attached to property	\$135 <u>140</u> / parcel
1.6 Street Lighting	\$ 4/ parcel

#### In addition to the above user fees, the following will also apply:

1.7 each garage, service station, coffee shop, cafe, business office, beauty salon, dog kennel, neighbourhood pub, hobby shop, an annual charge of	\$ 198 <u>205</u>
1.8 each farm winery and/or store and winery with restaurant, an annual charge of	\$ 396 <u>409</u>
1.9 each Packing house an annual charge of	\$ 1,070 <u>1,106</u>
1.10 each school an annual charge of	\$ 4,439 <u>4,590</u>
1.11 each Naramata Centre an annual charge of	\$ 10,094 <u>10,437</u>
1.12 each guesthouse, summer cabin or picker's cabin an annual charge of	\$ 165 /unit <u>171</u>
1.13 each residence where the owner has for year round use (or rental) living units, suites, guest cottages or cabins, an annual per unit charge of	\$ 825 /unit <u>853</u>
1.14 each motel or auto court an annual charge of	\$ 146 unit <u>151</u>
1.15 each resort an annual charge of	\$ 146 /unit <u>151</u>
1.16 each bed and breakfast an annual charge of	\$ 291 <u>301</u>
1.17 each tent and trailer court an annual charge of	\$ 765 <u>791</u>
1.18 each multiple family dwelling, duplex, apartment block or condominium, an annual charge of for each family unit, except that one such unit in each building shall be exempt.	\$ 825 <u>853</u> /unit
1.19 each bunkhouse an annual charge of	\$ 338 <u>349</u>
1.20 each single irrigation service connection a charge in accordance with the following:	
1.20.1 Three quarter inch (3/4")	\$ 83 <u>86</u>
1.20.2 One Inch (1")	\$ 83 <u>86</u>
1.20.3 One and One Quarter Inch (1 1/4")	\$ 83 <u>86</u>
1.20.4 One and One Half Inch (1 1/2")	\$ 83 <u>86</u>
1.20.5 Two Inches (2")	\$ 83 <u>86</u>

<sup>1</sup> Bylaw No. 2680.01, 2015 adopted May 21, 2015

- 1.21 Hydrant Permit \$ 30/per day
- 1.22 Connection Charge \$350/connection

**2.0 Olalla Water System**

**Bylaw 2381**

- 2.1 User Fees
  - 2.1.1 Single Family Dwelling \$ 391 ~~381~~/each
  - 2.1.2 Businesses \$ 391 ~~381~~/each
  - 2.1.3 Trailer Space \$ 391 ~~381~~/unit
  - 2.1.4 Motels \$ 391 ~~381~~/unit
  - 2.1.5 Apartments \$ 205 ~~200~~/unit

**3.0 Faulder Water System**

**Bylaw 1179**

- 3.1 User Rates By taxation

**4.0 West Bench Water System User Rates**

**Bylaw 2555**

- 4.1 Single Family \$ 767 /house
- 4.2 Vacant Lot \$ 767 /parcel
- 4.3 Multi Family \$ 1405 parcel
- 4.4 Park \$ 1571 /parcel
- 4.5 School \$ 8943 /parcel
- 4.6 Farm \$ 787 /parcel
- 4.7 Business \$ 956 /parcel
- 4.8 Utility \$ 787 /parcel
- 4.9 Grade A Irrigation \$ 123 /acre
- 4.10 Grade B Non-Irrigable \$ 116/flat rate

If a portion of land is deemed to be non-irrigable by an agrologist, the landowner may apply for exemption from the Grade A rate, based on the agrologist's report. The portion of land deemed non-irrigable will then be billed at a flat rate of \$ 116.

- 4.11 Capital Assessment \$ 93 /parcel
- 4.12 Renewal Fund \$ 115 /parcel



## 5.0 Gallagher Lake Water System

### 5.1 Flat Rates

	Type of Use	Unit of Charge	Annual Rates
<b>5.1.1</b>	<b>Residential</b>		
5.1.1.1	Single Family, Duplex, or mobile home not in a mobile home park	dwelling unit	\$ 631.00
5.1.1.2	3-plex, 4-plex, townhouse, mobile home in a mobile home park	dwelling unit	\$ 495.00
5.1.1.3	Apartment, secondary suite, cabin	dwelling unit	\$ 240.00
5.1.1.4	Assisted Living Care Unit	under 50 square meters gross area	\$ 316.00
<b>5.1.2</b>	<b>Commercial</b>		
5.1.2.1	Office, Hall, Bakery, Hair Salon, Funeral Home, other small commercial Businesses	per unit	\$ 279.00
5.1.2.2	Motel or Hotel	per room	\$ 210.00
5.1.2.3	Campground	per site	\$ 74.00
5.1.2.4	Restaurant, <del>or</del> Beverage Room, <del>or</del> Distillery:	less than 25 seats	\$ 602.00
		25 to 49 seats	\$ 900.00
		for each additional 25 seats or increment	\$ 300.00
5.1.2.5	Garage, Service Station, Theatre, Bowling Alley, Supermarket	per unit	\$ 601.00
5.1.2.6	Laundromat	per machine	\$ 183.00
5.1.2.7	Car Wash	per wand	\$ 183.00
5.1.2.8	Church	per unit	\$ 391.00
5.1.2.9	Hospital, Extended Care or Long-Term Care Facility	per bed	\$ 391.00
5.1.2.10	School	per classroom	\$ 391.00
5.1.2.11	Community Hall, Arena, Curling Rink, Swimming Pool	per unit	\$ 1,987.00

Where two or more types of uses are made of a single property or building, multiples or combinations of the user rate shall be determined by the RDOS, acting reasonably. In the case of a residence accompanying a commercial use, the applicable rate shall be the higher of the two rates but not both.

The rate for churches and halls is only intended where the premises are used for holding regular meetings. Where other uses are made of the building the appropriate user rates shall also apply.

### 5.2 Metered Rates

All consumption shall be charged at the rate of \$0.57 per cubic metre.

**6.0 General Water Services**

6.1	Hydrant Permit	\$ 30/per day
6.2	Connection Charge	\$ 350
6.3	Inspection & Administration Fee	\$ 100/each
6.4	Water Turn-On Fee	\$ 20
6.5	Valve Turn Request	\$ 20

## Schedule 5 – Public Works and Engineering Services Fees

### Section 4 – Sewer System Fees not to exceed a maximum of:

#### 1.0 Okanagan Falls Sewer User Rates

#### Bylaw 1707

The following rates do not apply if the owner is in possession of a Sewer Use Contract of Section 14 of the Okanagan Falls Special Service Area Sewerage Regulation Bylaw.

Category	Estimated Usage (m3/Day)	Factor	Annual Billing
Single Family Dwelling, Duplex or Townhouse per Single Family Unit	2.00	1.6	\$ 653 <u>672</u>
Apartment – per Dwelling Unit	1.5	1.2	\$ 490 <u>504</u>
Mobile Home Parks – per Mobile Home	1.5	1.2	\$ 490 <u>504</u>
Motel – per Unit	0.5	0.4	\$ 163 <u>168</u>
Hotel – per Unit	0.5	0.4	\$ 163 <u>168</u>
Restaurant	4.5	3.6	\$ 1469 <u>1,512</u>
Licensed lounge/pub	4.5	3.6	\$ 1469 <u>1,512</u>
Laundromat – per washer	0.9	0.7	\$ 286 <u>294</u>
Service Station	1.25	1	\$ 408 <u>420</u>
Coin operated car wash	7.5	6	\$ 2448 <u>2,520</u>
Stores, banks, small business, office buildings, (20 people or less, washroom facilities, major water use)	1.25	1	\$ 408 <u>420</u>
Supermarket	3.0	2.4	\$ 979 <u>1,008</u>
Churches, Community Halls & Drop-In Centres	1.25	1	\$ 408 <u>420</u>
Library	1.25	1	\$ 408 <u>420</u>
Schools per classroom	1.25	1	\$ 408 <u>420</u>
Industrial Plants (20 employees or less, washroom facilities, major water use)	1.25	1	\$ 408 <u>420</u>
Sani-dump – per station			\$ 163 <u>168</u>
Campgrounds – per site/pad			\$ 163 <u>168</u>
– per washroom facility			\$ 163 <u>168</u>

## 2.0 Gallagher Lake System

### 2.1. Flat Rates

	Type of Use	Unit of Charge	Annual Rates
<b>2.1.1</b>	<b>Residential</b>		
2.1.1.1	Single Family, Duplex, or mobile home not in a mobile home park	dwelling unit	\$ 434.00
2.1.1.2	3-plex, 4-plex, townhouse, mobile home in a mobile home park	dwelling unit	\$ 339.00
2.1.1.3	Apartment, secondary suite, cabin	dwelling unit	\$ 166.00
2.1.1.4	Assisted Living Care Unit	under 50 square meters gross area	\$ 216.00
<b>2.1.2</b>	<b>Commercial</b>		
2.1.2.1	Office, Hall, Bakery, Hair Salon, Funeral Home, other small commercial Businesses	per unit	\$ 434.00
2.1.2.2	Motel or Hotel	per room	\$ 318.00
2.1.2.3	Campground	per site	\$ 56.00
2.1.2.4	Restaurant <del>or</del> , Beverage Room or Distillery:	less than 25 seats	\$ 793.00
		25 to 49 seats	\$ 1,184.00
		for each additional 25 seats or increment	\$ 395.00
2.1.2.5	Garage, Service Station, Theatre, Bowling Alley, Supermarket	per unit	\$ 789.00
2.1.2.6	Laundromat	per machine	\$ 235.00
2.1.2.7	Car Wash	per wand	\$ 235.00
2.1.2.8	Church	per unit	\$ 460.00
2.1.2.9	Hospital, Extended Care or Long-Term Care Facility	per bed	\$ 460.00
2.1.2.10	School	per classroom	\$ 460.00
2.1.2.11	Community Hall, Arena, Curling Rink, Swimming Pool	per unit	\$ 2,174.00

Where two or more types of uses are made of a single property or building, multiples or combinations of the user rate shall be determined by the RDOS, acting reasonably. In the case of a residence accompanying a commercial use, the applicable rate shall be the higher of the two rates but not both.

The user rate for churches and halls is only intended where the premises are used for holding regular meetings. Where other types of uses are made of the building the

appropriate user rates shall also apply.

### 2.2.2 METERED RATES

Where sewer flows for a particular property or use are determined, by the RDOS or designate, to be in excess of the recoverable flat rate, the property in question will be invoiced based on one of the following:

2.2.2.1 Sewer users with an effluent or sewage flow meter shall be charged at the rate of \$0.78 per cubic metre of measured effluent.

2.2.2.2 For metered water users without effluent flow meters, the charge for use of the sewage system shall be calculated as 80% of the recorded volume of metered water used times a rate of \$0.78 per cubic metre.

## 3.0 General Sewer Services

3.1	Connection Charge	\$ 350.00
3.2	Inspection & Administration Fee	\$ 100/each

**Schedule 5 – Public Works and Engineering Services Fees**

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**Section 5 – Cemetery Fees**

**1.0 Naramata Cemetery**

**Bylaw 2023**

<b>1.1 PLOT RESERVATION LICENSE FEES:</b>	
Burial Plot: resident (\$120 allocated to reserve)	\$495
Burial Plot non-resident (\$240 allocated to reserve)	\$660
Cremation Plot: resident (\$40 allocated to reserve)	\$165
Cremation Plot non-resident (\$80 allocated to reserve)	\$220
<b>1.2 INTERMENT OPENING AND CLOSING FEES:</b>	
Burial Plot: 240 cm depth or greater	\$660
Cremation Plot:	\$110
<b>1.3 EXHUMATION OR DISINTERMENT OPENING AND CLOSING FEES:</b>	
Burial Plot:	\$650
Cremation Plot:	\$150
<b>1.4 OPENING OR CLOSING FOR INTERMENT/ EXHUMATION/DISINTERMENT OTHER THAN DURING NORMAL BUSINESS HOURS:</b>	
Fee in addition to that applicable under item 1.2 or 1.3 above for burial plot:	\$220
Fee in addition to that applicable under item 2 or 3 above for cremation plot:	\$220
<b>1.5 ISSUANCE OF LICENSE/PERMIT OTHER THAN DURING NORMAL BUSINESS HOURS, OR LESS THAN 24 HOURS PRIOR TO SCHEDULED INTERMENT:</b>	
Fee in addition to that applicable under item 1, 2 or 4 above:	\$100
<b>1.6 INSTALLATION OF MEMORIAL MARKER:</b>	\$ 94
(\$10 allocated to reserve)	
<b>1.7 GRAVE LINER:</b>	\$275
<b>1.8 PICTURE OF INTERRED FOR INTERNET</b>	
one time charge (optional)	\$ 50
<b>1.9 TEXT</b>	
for interment to a maximum of 200 words, (optional)	\$ 50
<b>1.10 SCATTERING GARDEN</b>	
Fee for Scattering Garden Plaque	\$150
Fee for Scattering Gardens Care Fund	\$ 50

## **Schedule 5 – Public Works and Engineering Services Fees**

### **Section 6 Curbside Solid Waste Collection and Drop-Off Service Fees Bylaw 2191**

6.1	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “A”.	\$125 per premise per year
6.2	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “B”.	\$115 per premise per year
6.3	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “C”.	\$135 per premise per year
6.4	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “D” excluding Upper Carmi, Heritage Hills, Lakeshore Highlands and Kaleden.	\$110 per premise per year
6.5	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “D” within Upper Carmi, Heritage Hills, Lakeshore Highlands and Kaleden.	\$145 per premise per year
6.6	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in the participating areas of Electoral Areas “E”.	\$145 per premise per year
6.7	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in the participating areas of Electoral Area “F”.	\$145 per premise per year
6.8	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in Electoral Area “G”.	\$150 per premise per year
6.9	Improved residential premises and non-residential premises as set out in the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw to receive waste collection service in the Village of Keremeos.	\$115 per premise per year
6.10	Tag-a-Bag as defined by the RDOS Solid Waste Collection and Drop-Off Service Regulation Bylaw	\$1.50 each

## Schedule 5 – Public Works and Engineering Services Fees

### Section 7- Sanitary Landfills

### New Regulatory Bylaw

#### 1.0 Campbell Mountain Sanitary Landfill

1.1 The general charges for depositing SOLID WASTE at the Campbell Mountain Sanitary Landfill are:

	Refuse	Charge per tonne per load	Charge Information
1.1.1	REFUSE	\$95.00	\$5.00 minimum charge

	Demolition, Renovation and Construction Materials	Charge per tonne per load	Charge Information
1.1.2	ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$90.00 up to 500 kg; \$500.00 portion above 500 kg	\$25.00 minimum charge. <b>RDOS approval form required. Contact RDOS for approval requirements.</b>
1.1.3	NON-ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge
1.1.4	CONSTRUCTION MIXED LOAD	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge <b>RDOS approval form required</b>
1.1.5	GYPSUM BOARD	\$95.00	<del>\$10.00</del> <b>5.00</b> minimum charge
1.1.6	WOOD WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
1.1.7	CONTAMINATED WOOD PRODUCT	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	<i>PRESERVED WOOD</i>	<i>See Section 1.2.3 below</i>	
1.1.8	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE-SEPARATED	\$20.00	\$5.00 minimum charge
1.1.9	Ceramic Fixtures	\$20.00	\$5.00 minimum charge
1.1.10	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE-SEPARATED	\$50.00	\$5.00 minimum charge
1.1.11	Plate glass or other non-container glass	\$95.00	\$5.00 minimum charge

	Soil	Charge per tonne per load	Charge Information
1.1.12	CLEAN FILL	\$0.00	
1.1.12.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
1.1.12.2	The appropriate waste management form is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		



1.1.13	CONTAMINATED SOIL Relocation Application	\$250.00 per application	'RDOS Application for the Relocation of CONTAMINATED SOIL' as per RDOS Policy P5280-00.05.
1.1.14	CONTAMINATED SOIL	\$20.00	\$50.00 minimum charge
1.1.14.1	(Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of metal parameters greater than Agricultural (AL) but not greater than the concentrations for the applicable metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
1.1.14.2	(Non-Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
1.1.14.3	Small Volume Contaminated Soil: maximum five cubic metres or less ( $\leq 5 \text{ m}^3$ ). No Relocation Agreement required. The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		

	Organic and Agricultural	Charge per tonne per load	Charge Information
1.1.15	FRUIT WASTE	<del>\$10.00</del> \$0.00 up to 500 kg. \$50.00 portion above 500 kg.	\$5.00 minimum charge for loads greater than 500 kg.
1.1.16	YARD AND GARDEN WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	WOOD WASTE	See Section 1.1.6 above	
	CONTAMINATED WOOD PRODUCT	See Section 1.1.7 above	
	PRESERVED WOOD	See Section 1.2.3 below	
	TREE STUMPS	See Section 1.2.16 below	
1.1.17	AGRICULTURAL ORGANIC MATERIAL other than FRUIT WASTE	\$0.00	
1.1.18	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
1.1.19	PROCESSED ORGANICS	\$0.00	
	City of Penticton Compost Sales	Operated by the City of Penticton. Call 250-490-2500 to confirm price and availability.	

	Recyclables	Charge per tonne per load	Charge Information
1.1.20	RESIDENTIAL RECYCLING	\$0.00	Free of CONTAMINATION
<del>1.1.21</del>	<del>UNSORTED RESIDENTIAL RECYCLING</del>	<del>\$95.00</del>	<del>\$5.00 minimum charge free of CONTAMINATION</del>
<del>1.1.2122</del>	<del>CORRUGATED CARDBOARD</del>	<del>\$0.00</del>	<del>Free of CONTAMINATION</del>
<del>1.1.2223</del>	<del>Container Glass</del>	<del>\$0.00</del>	<del>Bottles and jars only</del>
<del>1.1.2324</del>	<del>METAL</del>	<del>\$0.00 up to 500 kg;</del>	<del>\$5.00 minimum charge</del>

		\$50.00 portion above 500 kg	for loads greater than 500 kg
1.1. <del>2425</del>	HOUSEHOLD HAZARDOUS WASTE	\$0.00	Residential quantities which originate within the SERVICE AREA
1.1. <del>2526</del>	E-WASTE	\$0.00	Acceptable quantities which originate within the SERVICE AREA
1.1. <del>2627</del>	BATTERIES	\$0.00	
1.1. <del>2728</del>	PRESSURIZED TANKS	<del>\$1.00</del>	Empty
1.1. <del>2829</del>	Recyclable TIRES (Max. 10 per customer/day)	\$0.00	Rims removed
1.1. <del>2930</del>	OVERSIZE TIRES	<del>\$250.00</del> 400.00	Rims removed
	<u>PRESSURIZED TANKS</u>		<u>See Section 1.3 below</u>
	<u>TIRES with Rims</u>		<u>See Section 1.3 below</u>
	<u>REFRIGERATION UNITS</u>		<u>See Section 1.3 below</u>
	<u>Mattress and Box Springs</u>		<u>See Section 1.3 below</u>

**1.2 The charges for depositing authorized CONTROLLED WASTE and authorized PROHIBITED WASTE at the Campbell Mountain Sanitary Landfill are:**

	Controlled Waste	Charge per tonne per load	Charge Information
1.2.1	Environmental Cleanup Materials	\$0.00 (see Information on Charge)	Requires written permission of the MANAGER prior delivery of materials to SITE
<del>1.2.2</del>	<del>Water Treatment Centrifuge Residuals</del>	<del>\$20.00</del> (see Information on Charge)	<del>No Charge when immediately deposited in designated location</del>
1.2.3	PRESERVED WOOD	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
1.2.4	INVASIVE PLANTS	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
1.2.5	INFESTED VEGETATION	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
1.2.6	Screenings and sludge from municipal sewage treatment plants, pump stations and domestic septic systems	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.7	Condemned foods	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.8	CLINICAL/LABORATORY WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.9	BULKY WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.10	CARCASSES	\$50.00	\$10.00 minimum charge
1.2.11	Manifested ASBESTOS or ASBESTOS CONTAINING MATERIAL (ACM)	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.12	BURNED MATERIALS	<del>\$150</del> 50.00 up to 500 kg; <del>\$500</del> 250.00 portion above 500 kg	<del>\$50</del> 10.00 minimum charge

1.2.13	Foundry Dust	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.14	FOOD PROCESSING WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.15	TIMBER WASTE	\$300.00	\$50.00 minimum charge
1.2.16	TREE STUMPS	\$50.00	\$10.00 minimum charge
1.2.17	RENDERABLE PRODUCT	<del>\$150</del> 200.00	\$50.00 minimum charge
1.2.18	Authorized PROHIBITED WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
<u>1.2.19</u>	<u>NON-RECYCLABLE CONCRETE</u>	<u>\$60.00</u>	<u>\$50.00 minimum charge</u>

**1.3 The following charges that are in addition to the general charges outlined in 1.1 and 1.2 of Schedule 5, shall also apply:**

	Recyclables	Addition to General Charges	Charge Information
<u>1.3.1</u>	<u>Large PRESSURIZED TANKS</u>	<u>\$1.00 per unit</u>	<u>4.5 kg. (10 lb.) or greater</u>
<u>1.3.2</u>	<u>Small PRESSURIZED TANKS</u>	<u>Free</u>	<u>Less than 4.5 kg. (10 lb.)</u>
<del>1.3.13</del>	REFRIGERATION Unit	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
<del>1.3.24</del>	TIRES with Rims	<del>\$12</del> .00 per unit	<u>Maximum 10 per load/day</u>
<del>1.3.35</del>	Mattress	\$7.50 per unit	Any size
<del>1.3.46</del>	Box Spring	\$7.50 per unit	Any size

~~1.3.57~~ Any REFUSE that is deposited at the ACTIVE FACE or the REFUSE BINS and that contains more than one percent (1%) acceptable CONTROLLED WASTE or RECYCLABLE WASTE, by volume, shall be charged double the normal fee set out in 1.1 and 1.2 of this Schedule with a \$10.00 minimum charge with the exception of DRC.

1.3.8 Any REFUSE that is deposited in the REFUSE BINS that contains CONTROLLED WASTE or RECYCLABLE WASTE shall be charged double the normal fee set out in 1.1 and 1.2 of this Schedule with a \$20.00 minimum charge

~~1.3.69~~ Any SOLID WASTE load that is deposited in a designated stockpile area, and that contains CONTAMINANTS shall be charged three times the rate for REFUSE, or three times the highest rate for any material contained in the load, whichever is greater.

1.3.10 Any LOAD of RECYCLABLE WASTE that is deposited at the ACTIVE FACE, shall be charged three times the rate for REFUSE.

~~1.3.711~~ Any MIXED LOAD deposited at the SITE shall be charged at the rate for the component of the load with the highest applicable rate.

~~1.3.8-12~~ The fee for each load of SOLID WASTE that arrives at the SITE that is not properly covered or secured shall be charged double the normal fee set out in 1.1 and 1.2 of this Schedule with a \$10 minimum charge.

~~1.3.9-13~~ The charge payable under 1.1 and 1.2 of this Schedule shall be paid following the weighing of the empty motor vehicle after the LOAD is deposited and shall be based on the NET WEIGHT, difference in weight between the GROSS WEIGHT and the TARE WEIGHT of the empty vehicle.

1.3. ~~10-14~~ In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 1.1, 1.2 and 1.3 of this Schedule or at the discretion of the MANAGER, the SITE OFFICIAL shall use the fees outlined in Section 5.

1.3. ~~14-15~~ All Agricultural Properties having materials ground or chipped in the SERVICE AREA under the In-Situ Agricultural Chipping Program may pay a fee as determined by the REGIONAL DISTRICT.

1.3.16 Each offence committed against the current Waste Management Service Regulatory Bylaw shall be deemed a separate and distinct offence and shall be charged double the normal fee with a \$10 minimum charge as set out in 1.1 and 1.2 of this Schedule.

1.3. ~~17~~ SOLID WASTE generated in the SERVICE AREA through the DEMOLITION, RENOVATION and CONSTRUCTION of Local Government Improvements owned by The City of Penticton, The Village of Keremeos or the RDOS are exempt from tipping fees provided the SOLID WASTE is SOURCE-SEPARATED prior to delivery, the MANAGER is notified 24 hours in advance and the materials are deposited appropriately at the SITE. DEMOLITION AND RENOVATION MIXED LOAD shall be charged the applicable fees above.

## Schedule 5 – Public Works and Engineering Services Fees

### Section 7- Sanitary Landfills

#### 2.0 Okanagan Falls Sanitary Landfill

2.1 The general charges for depositing SOLID WASTE at the Okanagan Falls Sanitary Landfill are:

	Refuse	Charge per tonne per load	Charge Information
2.1.1	REFUSE not containing Food Waste	\$95.00	\$5.00 minimum charge
<del>2.1.2</del>	<del>REFUSE containing Food Waste</del>	<del>\$300.00</del>	<del>\$25.00 minimum charge</del>

	Demolition, Renovation and Construction Materials	Charge per tonne per load	Charge Information
<del>2.1.32</del>	ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$90.00 up to 500 kg; \$200.00 portion above 500 kg	\$25.00 minimum charge. <b>RDOS approval form required. Contact RDOS for approval requirements.</b>
<del>2.1.43</del>	NON-ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$150.00 up to 500 kg; \$500.00 portion above 500 kg	\$50.00 minimum charge
<del>2.1.54</del>	CONSTRUCTION MIXED LOAD	<del>\$150</del> 90.00 up to 500 kg; \$200.00 portion above 500 kg	<del>\$50</del> 25.00 minimum charge
<del>2.1.65</del>	ASSESSED DEMOLITION RENOVATION AND CONSTRUCTION MIXED LOAD NON-SERVICE AREA	<del>\$250.00</del> 100.00 up to 500 kg; <del>\$250.00</del> portion above 500 kg.	\$50.00 minimum charge, for loads originating from outside the SERVICE AREA
<del>2.1.76</del>	GYPSON BOARD	\$95.00	<del>\$105</del> .00 minimum charge
<del>2.1.87</del>	WOOD WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
<del>2.1.98</del>	CONTAMINATED WOOD PRODUCT	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	<i>PRESERVED WOOD</i>	<i>See Section 2.2.3 below</i>	
<del>2.1.109</del>	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE-SEPARATED	\$20.00	\$5.00 minimum charge
<del>2.1.1110</del>	Ceramic Fixtures	\$20.00	\$5.00 minimum charge
<del>2.1.1211</del>	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE-SEPARATED	\$50.00	\$5.00 minimum charge
<del>2.1.1312</del>	Plate glass or other non-container glass	\$95.00	\$5.00 minimum charge

	Soil	Charge per tonne per load	Charge Information
<del>2.1.1413</del>	CLEAN FILL	\$0.00	

2.1.14.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
2.1.14.2	The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		
2.1.15	CONTAMINATED SOIL APPLICATION	\$250.00 per application	'RDOS Application for the Relocation of CONTAMINATED SOIL' as per RDOS Policy P5280-00.05
2.1.16	CONTAMINATED SOIL	\$20.00	\$50.00 minimum charge
2.1.16.1	(Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of metal parameters greater than Agricultural (AL) but not greater than the concentrations for the applicable metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
2.1.16.2	(Non-Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
2.1.16.3	Small Volume Contaminated Soil (under 5 cubic metres) (< 5 m3). No Relocation agreement required. The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		

	Organic and Agricultural	Charge per tonne per load	Charge Information
	FRUIT WASTE	Not accepted	
2.1.17	YARD AND GARDEN WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	WOOD WASTE	<i>See Section 2.1.8 above</i>	
	CONTAMINATED WOOD PRODUCT	<i>See Section 2.1.9 above</i>	
	PRESERVED WOOD	<i>See Section 2.2.3 below</i>	
	TREE STUMPS	<i>See Section 2.2.10 below</i>	
2.1.18	AGRICULTURAL ORGANIC MATERIAL	\$0.00	
2.1.19	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
2.1.20	PROCESSED ORGANICS	\$0.00	

	Recyclables	Charge per tonne per load	Charge Information
2.1.21	RESIDENTIAL RECYCLING	\$0.00	Free of CONTAMINANTS
<del>2.1.22</del>	<del>UNSORTED RESIDENTIAL RECYCLING</del>	<del>\$95.00</del>	<del>\$5.00 minimum charge. Free of CONTAMINATION</del>
2.1.223	CORRUGATED CARDBOARD	\$0.00	Free of CONTAMINANTS

2.1. <del>23</del> 24	Container Glass	\$0.00	Bottles and jars free of all other material except container label
2.1.25	<u>E-WASTE</u>	<u>\$0.00</u>	<u>Acceptable residential quantities which originate within the SERVICE AREA</u>
2.1. <del>24</del> 26	METAL	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
2.1. <del>25</del> 27	BATTERIES (Max. 10 per customer/day)	\$0.00	
2.1.26	<u>PRESSURIZED TANKS</u>	<u>\$1.00</u>	<u>Empty</u>
2.1. <del>27</del> 28	Recyclable TIRES	\$0.00	Rims removed
2.1. <del>28</del> 29	OVERSIZE TIRES	\$250 <u>400.00</u>	Rims removed
	<u>PRESSURIZED TANKS</u>	<u>See Section 2.3 below</u>	
	<u>TIRES with Rims</u>	<u>See Section 2.3 below</u>	
	<u>REFRIGERATION UNITS</u>	<u>See Section 2.3 below</u>	
	<u>Mattress and Box Springs</u>	<u>See Section 2.3 below</u>	

**2.2 The charges for depositing authorized CONTROLLED WASTE and authorized PROHIBITED WASTE at the Okanagan Falls Sanitary Landfill are:**

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	Waste	Charge per tonne per load	Charge Information
2.2.1	Environmental Cleanup Materials	\$0.00 (see Information on Charge)	Requires written permission of the MANAGER prior delivery of materials to SITE
2.2.2	BIOSOLIDS	\$150.00 (see Information on Charge)	No Charge when immediately deposited in designated location
2.2.3	PRESERVED WOOD	\$150.00 (see Information on Charge)	No Charge when immediately deposited in designated location
2.2.4	INVASIVE PLANTS	\$150.00 (see Information on Charge)	No Charge when immediately deposited in designated location
2.2.5	INFESTED VEGETATION	\$150.00 (see Information on Charge)	No Charge when immediately deposited in designated location
2.2.6	BULKY WASTE	\$150.00	\$50.00 minimum charge
2.2.7	<u>Manifested ASBESTOS or ASBESTOS-CONTAINING MATERIAL (ACM)</u>	<u>\$150.00</u>	<u>\$50.00 minimum charge</u>
2.2.8	<u>BURNED MATERIALS</u>	<u>\$200.00 up to 500 kg; \$700.00 portion above 500 kg</u>	<u>\$50.00 minimum charge</u>
2.2.97	TIMBER WASTE	\$300.00	\$50.00 minimum charge
2.2.108	TREE STUMPS	\$50.00	\$50.00 minimum charge
2.2.119	Authorized PROHIBITED WASTE	<del>\$150</del> <u>200.00</u>	\$50.00 minimum charge
2.2.10	<u>Non-RECYCLABLE CONCRETE</u>	<u>\$60.00</u>	<u>\$50.00 minimum charge</u>

**2.3 The charges for depositing PROHIBITED WASTE as per 2.4.16 at the Okanagan Falls Sanitary Landfill are:**

	<b>Prohibited Waste</b>	<b>Charge per tonne per load</b>	<b>Charge Information</b>
<b>2.3.1</b>	PROHIBITED WASTE	\$500.00	\$250.00 minimum charge

**2.4 The following charges that are in addition to the general charges outlined in 2.1 and 2.2 of Schedule 5, shall also apply:**

	<b>Recyclables</b>	<b>Addition to General Charges</b>	<b>Charge Information</b>
<b>2.4.1</b>	Large PRESSURIZED TANKS	\$1.00 per unit	4.5 kg. (10 lb.) or greater
<b>2.4.2</b>	Small PRESSURIZED TANKS	Free	Less than 4.5 kg. (10 lb.)
<b>2.3-14.3</b>	REFRIGERATION UNITS	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
<b>2.3-24.4</b>	TIRES with Rims	\$1.2.00 per unit	
<b>2.3-34.5</b>	Mattress	\$7.50 per unit	Any size
<b>2.3-44.6</b>	Box Spring	\$7.50 per unit	Any size

**2.3-54.7**

Any REFUSE that is deposited at the ACTIVE FACE or the REFUSE BINS and that contains more than one percent (1%) RECYCLABLE WASTE or CONTROLLED WASTE, by volume, shall be charged double the normal fee set out in 2.1 and 2.2 of this Schedule with a \$1020.00 minimum charge ~~with the exception of DRC.~~

**2.3-64.8** Any SOLID WASTE load that is deposited in a designated stockpile area, and that contains CONTAMINANTS shall be charged three times the rate for refuse, or three times the highest rate for any material contained in the load, whichever is greater.

**2.3-74.9** Any MIXED LOAD deposited at the SITE shall be charged at the rate for the component of the load with the highest applicable rate.

**2.4.10** Any LOAD of RECYCLABLE WASTE that is deposited at the ACTIVE FACE, shall be charged three times the rate for REFUSE.

**2.3-84.11** The fee for each load of SOLID WASTE that arrives at the SITE that is not properly covered or secured shall be charged double the normal fee set out in 2.1 and 2.2 of this Schedule ~~with a \$10 minimum charge.~~

**2.3-94.12** The charge payable under 2.1 and 2.2 of this Schedule shall be paid following the weighing of the empty motor vehicle after the LOAD is deposited and shall be based on the NET WEIGHT, difference in weight between the GROSS WEIGHT and the TARE WEIGHT of the empty vehicle.

**2.3-104.13** In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 2.1, 2.2 and 2.3 of this Schedule or at the discretion of the MANAGER, the SITE OFFICIAL shall use the fees outlined in Section 5.



~~2.3.114.14~~ All Agricultural Properties having materials ground or chipped in the SERVICE AREA under the In-Situ Agricultural Chipping Program may pay a fee as determined by the REGIONAL DISTRICT.

2.4.15 Each offence committed against the current Waste Management Service Regulatory Bylaw shall be deemed a separate and distinct offence and shall be charged double the normal fee with a \$10 minimum charge as set out in 2.1 and 2.2 of this Schedule

~~2.3.124.16~~ SOLID WASTE generated in the SERVICE AREA through the DEMOLITION, RENOVATION and CONSTRUCTION of Local Government Improvements owned by The City of Penticton, The Village of Keremeos or the RDOS are exempt from tipping fees provided the SOLID WASTE is SOURCE-SEPARATED prior to delivery, the MANAGER is notified 24 hours in advance and the materials are deposited appropriately at the SITE. DEMOLITION AND RENOVATION MIXED LOAD shall be charged the applicable fees above.

2.4.17 Deposit of PROHIBITED WASTE including but not limited to ASBESTOS CONTAINING MATERIALS, FRUIT WASTE, FOOD WASTE and BURNED MATERIALS is not authorized for DISPOSAL at the Okanagan Falls SITE.

## Schedule 5 – Public Works and Engineering Fees

### Section 7- Sanitary Landfills

#### 3.0 Oliver Sanitary Landfill

3.1 The general charges for depositing SOLID WASTE at the Oliver Sanitary Landfill are:

	Refuse	Charge per tonne per load	Charge Information
3.1.1	REFUSE	\$95.00	\$5.00 minimum charge

	Demolition, Renovation and Construction Materials	Charge per tonne per load	Charge Information
3.1.2	ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$90.00 up to 500 kg; \$500.00 portion above 500 kg	\$25.00 minimum charge. <b>RDOS approval form required. Contact RDOS for approval requirements.</b>
3.1.3	NON-ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge
3.1.4	CONSTRUCTION MIXED LOAD	\$200.00 up to 500 kg; \$700.00 portion above 500 kg	\$50.00 minimum charge
3.1.5	GYPSUM BOARD	\$95.00	<del>\$105.00</del> minimum charge
3.1.6	WOOD WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
3.1.7	CONTAMINATED WOOD PRODUCT	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	<i>PRESERVED WOOD</i>	<i>See Section 1.2.3 below</i>	
3.1.8	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE-SEPARATED	\$20.00	\$5.00 minimum charge
3.1.9	Ceramic Fixtures	\$20.00	\$5.00 minimum charge
3.1.10	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE-SEPARATED	\$50.00	\$5.00 minimum charge
3.1.11	Plate glass or other non-container glass	\$95.00	\$5.00 minimum charge

	Soil	Charge per tonne per load	Charge Information
3.1.12	CLEAN FILL	\$0.00	
3.1.12.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
3.1.12.2	The appropriate waste management form is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the fill to the SITE.		
3.1.13	CONTAMINATED SOIL APPLICATION	\$250.00 per application	'RDOS Application for the Relocation of CONTAMINATED SOIL' as per RDOS Policy P5280-00.05

3.1.14	CONTAMINATED SOIL	\$20.00	\$50.00 minimum charge
3.1.14.1	(Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of metal parameters greater than Agricultural (AL) but not greater than the concentrations for the applicable metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
3.1.14.2	(Non-Metals: > Hazardous Waste) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION.		
3.1.14.3	Small Volume Contaminated Soil (under 5 cubic metres) (< 5 m3). No Relocation agreement required. The appropriate waste management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the material to the SITE.		

	Organic and Agricultural	Charge per tonne per load	Charge Information
3.1.15	FRUIT WASTE	\$10.00	\$5.00 minimum charge
3.1.16	YARD AND GARDEN WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads more than 500 kg
	WOOD WASTE	<i>See Section 3.1.6 above</i>	
	CONTAMINATED WOOD PRODUCT	<i>See Section 3.1.7 above</i>	
	PRESERVED WOOD	<i>See Section 3.2.2 below</i>	
	TREE STUMPS	<i>See Section 3.2.15 below</i>	
3.1.17	AGRICULTURAL ORGANIC MATERIAL other than FRUIT WASTE	\$0.00	
3.1.18	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
3.1.19	PROCESSED ORGANICS	\$0.00	
3.1.20	COMPOST Sales	\$50.00	Retail price per tonne when available

	Recyclables	Charge per tonne per load	Charge Information
3.1.21	RESIDENTIAL RECYCLING	\$0.00	Free of contaminants
<u>3.1.22</u>	<u>UNSORTED RESIDENTIAL RECYCLING</u>	<u>\$95.00</u>	<u>\$5.00 minimum charge.</u> <u>Free of CONTAMINATION</u>
<u>3.1.23</u>	CORRUGATED CARDBOARD	\$0.00	
<u>3.1.24</u>	Container Glass	\$0.00	Bottles and jars free of all other material except container label
<u>3.1.25</u>	METAL	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads more than 500 kg
<u>3.1.26</u>	PAINT	\$0.00	Residential quantities which originate within the SERVICE AREA

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3.1. <del>2627</del>	E-WASTE	\$0.00	Acceptable quantities which originate within the SERVICE AREA
1.1. <del>2728</del>	BATTERIES	\$0.00	
<del>1.1.28</del>	<del>PRESSURIZED TANKS</del>	<del>\$1.00</del>	<del>Empty</del>
1.1.29	Recyclable TIRES (Max. 10 per customer/day)	\$0.00	Rims removed
1.1.30	OVERSIZE TIRES	<del>\$250</del> 400.00	Rims removed
	<del>PRESSURIZED TANKS</del>	<del>See Section 3.3 below</del>	
	<del>TIRES with Rims</del>	<del>See Section 3.3 below</del>	
	<del>REFRIGERATION UNITS</del>	<del>See Section 3.3 below</del>	
	<del>Mattress and Box Springs</del>	<del>See Section 3.3 below</del>	

**3.2 The charges for depositing authorized CONTROLLED WASTE and authorized PROHIBITED WASTE at the Oliver Sanitary Landfill are:**

	Waste	Charge per tonne per load	Charge Information
3.2.1	Environmental Cleanup Materials	\$0.00 (see Information on Charge)	Requires written permission of the MANAGER prior delivery of materials to SITE
3.2.2	PRESERVED WOOD	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
3.2.3	INVASIVE PLANTS	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
3.2.4	INFESTED VEGETATION	<del>\$150</del> 200.00 (see Information on Charge)	No Charge when immediately deposited in designated location
3.2.5	Screenings and sludge from municipal sewage treatment plants, pump stations and domestic septic systems	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.6	Condemned foods	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.7	CLINICAL/LABORATORY WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.8	BULKY WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.9	CARCASSES	\$50.00	\$5.00 minimum charge
3.2.10	Manifested ASBESTOS or ASBESTOS CONTAINING MATERIAL (ACM)	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.11	BURNED MATERIALS	<del>\$150</del> 50.00 up to 500 kg; <del>\$500</del> 250.00 portion above 500 kg	\$50.00 minimum charge
3.2.12	Foundry Dust	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.13	FOOD PROCESSING WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.14	TIMBER WASTE	\$300.00	\$50.00 minimum charge
3.2.15	TREE STUMPS	\$50.00	\$10.00 minimum charge
3.2.16	RENDERABLE PRODUCT	<del>\$150</del> 200.00	\$50.00 minimum charge
3.2.17	Authorized PROHIBITED WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge

<u>3.2.18</u>	<u>Non-RECYCLABLE CONCRETE</u>	<u>\$60.00</u>	<u>\$50.00 minimum charge</u>
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**3.3 The following charges that are in addition to the general charges outlined in 3.1 and 3.2 of Schedule 5, shall also apply:**

	<b>Recyclables</b>	<b>Addition to General Charges</b>	<b>Charge Information</b>
<u>3.3.1</u>	<u>Large PRESSURIZED TANKS</u>	<u>\$1.00 per unit</u>	<u>4.5 kg. (10 lb.) or greater</u>
<u>3.3.2</u>	<u>Small PRESSURIZED TANKS</u>	<u>Free</u>	<u>Less than 4.5 kg. (10 lb.)</u>
<u>3.3.13</u>	REFRIGERATION UNIT	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
<u>3.3.24</u>	TIRES with Rims	<u>\$12.00 per unit</u>	<u>Maximum 10 per day</u>
<u>3.3.35</u>	Mattress	\$7.50 per unit	Any size
<u>3.3.46</u>	Box Spring	\$7.50 per unit	Any size

~~3.3.5 Any REFUSE that is deposited at the ACTIVE FACE or the REFUSE BINS and that contains more than one percent (1%) RECYCLABLE WASTE or CONTROLLED WASTE, by volume, shall be charged double the normal fee set out in 3.1 and 3.2 of this Schedule with a \$10.00 minimum charge with the exception of DRC.~~

3.3.7 Any REFUSE that is deposited at the ACTIVE FACE, with the exception of DEMOLITION AND RENOVATION MIXED LOAD and CONSTRUCTION MIXED LOAD, that contains CONTROLLED WASTE or RECYCLABLE WASTE, shall be charged double the normal fee set out in 3.1 and 3.2 of this Schedule.

3.3.8 Any REFUSE that is deposited in the REFUSE BINS that contains CONTROLLED WASTE or RECYCLABLE WASTE shall be charged double the normal fee set out in 1.1 and 1.2 of this Schedule with a \$20.00 minimum charge

~~3.3.6-9~~ Any SOLID WASTE load that is deposited in a designated stockpile area, and that contains CONTAMINANTS shall be charged three times the rate for REFUSE, or three times the highest rate for any material contained in the load, whichever is greater.

3.3.10 Any LOAD of RECYCLABLE WASTE that is deposited at the ACTIVE FACE, shall be charged three times the rate for REFUSE.

~~3.3.7-11~~ Any MIXED LOAD deposited at the SITE shall be charged at the rate for the component of the load with the highest applicable rate.

~~3.3.8-12~~ The fee for each load of SOLID WASTE that arrives at the SITE that is not properly covered or secured shall be charged double the normal fee set out in 3.1 and 3.2 of this Schedule with a \$10 minimum charge.

~~3.3.9-13~~ The charge payable under 3.1 and 3.2 of this Schedule shall be paid following the weighing of the empty motor vehicle after the LOAD is deposited and shall be based on the NET WEIGHT, difference in weight between the GROSS WEIGHT and the TARE WEIGHT of the empty vehicle.

~~3.3.10 In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 3.1, 3.2 and 3.3 of this Schedule or at the discretion of the MANAGER, the SITE OFFICIAL shall use the fees outlined in Section 5 of this Schedule.~~

3.3.14 In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 3.1, and 3.2 of this Schedule.

3.3.~~14~~15 All Agricultural Properties having materials ground or chipped in the SERVICE AREA under the In-Situ Agricultural Chipping Program may pay a fee as determined by the REGIONAL DISTRICT.

3.3.16 Each offence committed against the current Waste Management Service Regulatory Bylaw shall be deemed a separate and distinct offence and shall be charged double the normal fee with a \$10 minimum charge as set out in 3.1 and 3.2 of this Schedule

3.3.17 SOLID WASTE generated in the SERVICE AREA through the DEMOLITION, RENOVATION and CONSTRUCTION of Local Government Improvements owned by The Town of Oliver or the RDOS are exempt from tipping fees provided the SOLID WASTE is SOURCE-SEPARATED prior to delivery, the MANAGER is notified 24 hours in advance and the materials are deposited appropriately at the SITE. DEMOLITION AND RENOVATION MIXED LOAD shall be charged the applicable fees above.

## Schedule 5 – Public Works and Engineering Fees

### Section 7- Sanitary Landfills

#### 4.0 Keremeos Sanitary Landfill

##### 4.1 The general charges for depositing SOLID WASTE at the Keremeos Sanitary Landfill are:

	Refuse	Charge per tonne per load	Charge Information
4.1.1	REFUSE	\$95.00	\$5.00 minimum charge

	Demolition, Renovation and Construction Materials	Charge per tonne per load	Charge Information
	DEMOLITION RENOVATION AND CONSTRUCTION MIXED LOAD	Mixed Loads Not Accepted	
4.1.2	GYPSUM BOARD	\$95.00	\$ <del>10</del> 5.00 minimum charge
4.1.3	WOOD WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
4.1.4	CONTAMINATED WOOD PRODUCT	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads greater than 500 kg
	<i>PRESERVED WOOD</i>	<i>See Section 1.2.3 below</i>	
4.1.5	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE-SEPARATED	\$20.00	\$5.00 minimum charge
4.1.6	Ceramic Fixtures	\$20.00	\$5.00 minimum charge
4.1.7	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE-SEPARATED	\$50.00	\$5.00 minimum charge
4.1.8	Plate glass or other non-container glass	\$95.00	\$5.00 minimum charge

	Soil	Charge per tonne per load	Charge Information
4.1.9	CLEAN FILL	\$0.00	
4.1.9.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
4.1.9.2	The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the fill to the SITE.		
4.1.10	REMEDIATABLE SOIL	\$5.00	
4.1.10.1	For soils that are REMEDIABLE to the standard as specified in Column III (Urban Park) of Schedules 4 & 5 and placement in the Landfill as cover. (Non-Metals: <HAZARDOUS WASTE) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION and upon submission of appropriate 'RDOS Application for the Relocation of CONTAMINATED SOIL as per RDOS Policy P5280-00.05 or equivalent.		

	Organic and Agricultural	Charge per tonne per load	Charge Information
4.1.11	YARD AND GARDEN WASTE	\$0.00 up to 500 kg; \$50.00 portion above 500 kg	\$5.00 minimum charge for loads more than 500 kg
	WOOD WASTE	<i>See Section 4.1.3 above</i>	
	CONTAMINATED WOOD PRODUCT	<i>See Section 4.1.4 above</i>	
	PRESERVED WOOD	<i>See Section 4.2.1 below</i>	
	TREE STUMPS	<i>See Section 4.2.4 below</i>	
4.1.12	AGRICULTURAL ORGANIC MATERIAL	\$0.00	
4.1.13	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
4.1.14	PROCESSED ORGANICS	\$0.00	

	Recyclables	Charge per tonne per load	Charge Information
4.1.15	RESIDENTIAL RECYCLING	\$0.00	Free of contaminants
<del>4.1.16</del>	<del>UNSORTED RESIDENTIAL RECYCLING</del>	<del>\$95.00</del>	<del>\$5.00 minimum charge. Free of CONTAMINATION</del>
<del>4.1.1617</del>	<del>CORRUGATED CARDBOARD</del>	<del>\$0.00</del>	<del>Free of contaminants</del>
<del>4.1.1718</del>	<del>Container Glass</del>	<del>\$0.00</del>	<del>Bottles and jars free of all other material except container label</del>
<del>4.1.1819</del>	<del>METAL</del>	<del>\$0.00 up to 500 kg; \$50.00 portion above 500 kg</del>	<del>\$5.00 minimum charge for loads more than 500 kg</del>
<del>4.1.1920</del>	<del>E-WASTE</del>	<del>\$0.00</del>	<del>Acceptable quantities which originate within the SERVICE AREA</del>
<del>4.1.20</del>	<del>PRESSURIZED TANKS</del>	<del>\$1.00</del>	<del>Empty</del>
<del>4.1.2121</del>	<del>BATTERIES</del>	<del>\$0.00</del>	
<del>4.1.2222</del>	<del>Recyclable TIRES</del>	<del>\$0.00</del>	<del>Rims removed</del>
<del>4.1.2323</del>	<del>OVERSIZE TIRES</del>	<del>\$250.00</del>	<del>Rims removed</del>
	<del>PRESSURIZED TANKS</del>	<del><i>See Section 4.3 below</i></del>	
	<del>TIRES with Rims</del>	<del><i>See Section 4.3 below</i></del>	
	<del>REFRIGERATION UNITS</del>	<del><i>See Section 4.3 below</i></del>	
	<del>Mattress and Box Springs</del>	<del><i>See Section 4.3 below</i></del>	

**4.2 The charges for depositing authorized REGULATED WASTE and authorized PROHIBITED WASTE at the Keremeos Sanitary Landfill are:**

	Waste	Charge per tonne per load	Charge Information
4.2.1	PRESERVED WOOD	<del>\$150200.00</del> <i>(see Information on Charge)</i>	<b>No Charge when immediately deposited in designated location</b>
4.2.2	INVASIVE PLANTS	<del>\$150200.00</del> <i>(see Information on Charge)</i>	<b>No Charge when immediately deposited in designated location</b>
4.2.3	INFESTED VEGETATION	<del>\$150200.00</del> <i>(see Information on Charge)</i>	<b>No Charge when immediately deposited in</b>



			designated location
4.2.4	TREE STUMPS	\$50.00	\$10.00 minimum charge
4.2.5	Authorized PROHIBITED WASTE	<del>\$150</del> 200.00	\$50.00 minimum charge
4.2.6	<u>Non-RECYCLABLE CONCRETE</u>	<u>\$60.00 minimum charge</u>	<u>\$50.00</u>

**4.3 The charges for depositing PROHIBITED WASTE as per 2.4.16 at the Keremeos Sanitary**

**Landfill are:**

	<u>Prohibited Waste</u>	<u>Charge per tonne per load</u>	<u>Charge Information</u>
4.3.1	<u>PROHIBITED WASTE</u>	<u>\$500.00</u>	<u>\$250.00 minimum charge</u>

**4.34.4 The following charges that are in addition to the general charges outlined in 4.41 and 4.25 of Schedule 5, shall also apply:**

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	<u>Recyclables</u>	<u>Addition to General Charges</u>	<u>Charge Information</u>
4.4.1	<u>Large PRESSURIZED TANKS</u>	<u>\$1.00 per unit</u>	<u>4.5 kg. (10 lb.) or greater</u>
4.4.2	<u>Small PRESSURIZED TANKS</u>	<u>Free</u>	<u>Less than 4.5 kg. (10 lb.)</u>
4.34.13	REFRIGERATION UNIT	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
4.34.24	TIRES with Rims	\$1.00 per unit	
4.34.35	Mattress	\$7.50 per unit	Any size
4.34.46	Box Spring	\$7.50 per unit	Any size

~~4.3.5 Any REFUSE that is deposited at the ACTIVE FACE or the REFUSE BINS and that contains more than one percent (1%) RECYCLABLE WASTE or CONTROLLED WASTE, by volume, shall be charged double the normal fee set out in 4.1 and 4.2 of this Schedule with a \$10.00 minimum charge with the exception of DRC~~

~~4.4.7 Any REFUSE that is deposited in the REFUSE BINS that contains CONTROLLED WASTE or RECYCLABLE WASTE shall be charged double the normal fee set out in 4.1 and 4.2 of this Schedule with a \$20.00 minimum charge.~~

4.3.6 Any SOLID WASTE load that is deposited in a designated stockpile area, and that contains contaminants shall be charged three times the rate for REFUSE, or three times the highest rate for any material contained in the load, whichever is greater.

4.3.7 Any MIXED LOAD deposited at the SITE shall be charged at the rate for the component of the load with the highest applicable rate.

4.3.8 The fee for each load of SOLID WASTE that arrives at the SITE that is not properly covered or secured shall be charged double the normal fee set out in 4.1 and 4.2 of this Schedule with a \$10 minimum charge.

4.3.9 The charge payable under 4.1 and 4.2 of this Schedule shall be paid following the weighing of the empty motor vehicle after the LOAD is deposited and shall be based on the NET WEIGHT, difference in weight between the GROSS WEIGHT and the TARE WEIGHT of the empty vehicle.

4.3.10 In the event the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL shall estimate the weight of each motor vehicle and a fee shall be charged as outlined in 4.1, 4.2 and 4.3 of this Schedule. ~~or at the discretion of the MANAGER, the SITE OFFICIAL shall use the fees outlined in Section 5 of this Schedule.~~

4.3.11 All Agricultural Properties having materials ground or chipped in the SERVICE AREA under the In-Situ Agricultural Chipping Program may pay a fee as determined by the REGIONAL DISTRICT.

4.4.14 Each offence committed against the current Waste Management Service Regulatory Bylaw shall be deemed a separate and distinct offence and shall be charged double the normal fee with a \$10 minimum charge as set out in 4.1 and 4.2 of this Schedule.

~~4.3.12 Deposit of Materials not included in the Fees and Charges Bylaw including but not limited to DRC, ASBESTOS CONTAINING MATERIALS, FRUIT WASTE, BURNED MATERIALS, DEMOLITION CONSTRUCTION AND RENOVATION MIXED LOAD and Non-Agricultural TREE STUMPS, is Prohibited from DISPOSAL at the Keremeos SITE.~~

4.4.15 Deposit of PROHIBITED WASTE including but not limited to ASBESTOS CONTAINING MATERIALS, FRUIT WASTE, DEMOLITION RENOVATION AND CONSTRUCTION MIXED LOAD and BURNED MATERIALS is not authorized for DISPOSAL at the Keremeos SITE.

**Schedule 5— Public Works and Engineering Fees**

**Section 7- Sanitary Landfills**

**5.0 Volumetric Landfill Charges (Sections 1, 2, 3 and 4 will take precedent where applicable)**

**5.1—Charges for depositing SOLID WASTE at the Campbell Mountain, Okanagan Falls, Oliver or Keremeos Sanitary Landfills when the MANAGER has determined the weight scale is not operational and the SITE is designated as receiving waste:**

	<b>Refuse</b>	<b>Charge</b>	<b>Charge Information</b>
5.1.1	<b>Automobiles</b>	\$ 9.00/load	Including cars, vans and station wagons
5.1.2	<b>Small Pickup Truck</b>	\$ 10.00/load	Factory box < 7 feet in length ( <i>not overloaded</i> )
5.1.3	Overloaded Small Pickup Truck	\$ 15.00/load	Factory box < 7 feet in length, load twice volume of box
5.1.4	<b>Large Pick-up Truck</b>	\$ 14.00/load	Factory box 7 feet or more in length ( <i>not overloaded</i> )
5.1.5	Overloaded Large Pick-up Truck	\$ 20.00/load	Factory box 7 feet or more in length, load twice volume of box
5.1.6	<b>Small Utility Trailer</b>	\$ 10.00/load	Tire with inner diameter ≤ 25 cm (10")
5.1.7	Overloaded Small Utility Trailer	\$ 15.00/load	Tire with inner diameter ≤ 25 cm (10"), load twice volume of box
5.1.8	<b>Large Utility Trailer</b>	\$ 14.00/load	Tire with inner diameter > 25 cm (10")
5.1.9	Overloaded Utility Trailer	\$ 20.00/load	Tire with inner diameter > 25 cm (10"), load twice volume of box
5.1.10	<b>Tandem axle trailer</b>	\$ 35.00/load	
5.1.11	<b>Single Axle Truck</b>	\$ 55.00/load	<b>1 ton (each ton capacity)</b>
5.1.12	<b>Roll-off Container</b>	\$ 275.00/load	10 cu. yd. Open Container
5.1.13	<b>Highways Refuse Collection Vehicle</b>	\$450.00/load	Fees waived if brought to Campbell Mountain or Oliver Sanitary Landfills
5.1.14	<b>Small Refuse Compactor Truck</b>	\$575.00/load	
5.1.15	<b>Single Axle Refuse Compactor Truck</b>	\$790.00/load	Residential Curbside or Front End Load
5.1.16	<b>Tandem Axle Dump Truck</b>	\$500.00/load	
5.1.17	<b>Dump Truck-Pup Trailer</b>	\$285.00/load	
5.1.18	<b>Tractor-Trailer Unit</b>	\$950.00/load	

	<b>Demolition, Renovation and Construction Materials</b>	<b>Charge per tonne per load</b>	<b>Charge Information</b>
5.1.19	ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	Double (2x) REFUSE Charge	<b>RDOS approval form required. Contact RDOS for approval requirements.</b>
5.1.20	NON-ASSESSED DEMOLITION AND RENOVATION MIXED LOAD	Quadruple (4x) REFUSE Charge	Only where SITE accepts material. \$50.00 minimum charge.
5.1.21	CONSTRUCTION MIXED LOAD	Double (2x) REFUSE Charge	Only where SITE accepts material. \$50.00 minimum charge
5.1.22	GYPHUM BOARD	REFUSE Charge	\$10.00 minimum charge
5.1.23	WOOD WASTE	\$0.00	
5.1.24	CONTAMINATED WOOD PRODUCT	\$0.00	
	<i>PRESERVED WOOD</i>	<i>See below</i>	
5.1.25	CONCRETE, ASPHALT, MASONRY AND ROCKS SOURCE SEPARATED	One-Quarter (1/4) REFUSE Charge	\$5.00 minimum charge
5.1.26	Ceramic Fixtures	One-Quarter (1/4) REFUSE Charge	\$5.00 minimum charge
5.1.27	ASPHALT SHINGLES, TAR & GRAVEL ROOFING SOURCE SEPARATED	One-Half (1/2) REFUSE Charge	\$5.00 minimum charge
5.1.28	Plate glass or other non-container glass	REFUSE Charge	\$5.00 minimum charge

	<b>Soil</b>	<b>Charge</b>	<b>Charge Information</b>
5.1.29	CLEAN FILL	\$0.00/load	
5.1.29.1	Clean soil materials that do not exhibit concentrations of metals and non-metal parameters greater than Agricultural (AL) as specified in the CONTAMINATED SITES REGULATION.		
5.1.29.2	The appropriate Waste Management Declaration is to be completed and twenty-four (24) hours' notice given to the REGIONAL DISTRICT prior to delivery of the fill to the SITE.		
5.1.30	REMIADIABLE SOIL	See individual landfill charge(s) per tonne	<b>Generator will be required to weigh or provide estimate of weight prior to deposit at SITE</b>
5.1.30.1	For soils that are REMEDIABLE to the standard as specified in Column III (Urban Park) of Schedules 4 & 5 and placement in the Landfill as cover. (Non-Metals: <HAZARDOUS WASTE) Soil, sediment or fill materials containing concentrations of non-metal parameters greater than Agricultural (AL), but not greater than or equal to the concentrations for the applicable non-metal parameter for HAZARDOUS WASTE as specified in the CONTAMINATED SITES REGULATION and disposed of in accordance with the HAZARDOUS WASTE REGULATION and upon submission of appropriate 'RDOS Application for the Relocation of CONTAMINATED SOIL as per RDOS Policy P5280-00-05 or equivalent.		

	<b>Organic and Agricultural</b>	<b>Charge</b>	<b>Charge Information</b>
5.1.31	YARD AND GARDEN WASTE	\$0.00	
5.1.32	AGRICULTURAL ORGANIC MATERIAL	\$0.00	
5.1.33	SOURCE SEPARATED AGRICULTURAL PLASTIC	\$0.00	Must be placed in clear bags or bundled appropriately
5.1.34	PROCESSED ORGANICS	\$0.00	

	<b>Recyclables</b>	<b>Charge</b>	<b>Charge Information</b>
5.1.35	RESIDENTIAL RECYCLING	\$0.00	Free of contaminants
5.1.36	CORRUGATED CARDBOARD	\$0.00	Free of contaminants
5.1.37	Container Glass	\$0.00	Bottles and jars free of all other material except container label
5.1.38	METAL	\$0.00	
5.1.39	E-WASTE	\$0.00	Acceptable quantities which originate within the SERVICE AREA
5.1.40	PRESSURIZED TANKS	\$1.00	Empty
5.1.41	BATTERIES	\$0.00	
5.1.42	Recyclable TIRES	\$0.00	Rims removed
5.1.43	OVERSIZE TIRES	\$50.00 per unit	Rims removed
5.1.44	TIRES with Rims	\$1.00 per unit	
5.1.45	REFRIGERATION UNIT	\$10.00 per unit	For removal of OZONE DEPLETING SUBSTANCES
5.1.46	Mattress	\$7.50 per unit	Any size
5.1.47	Box Spring	\$7.50 per unit	Any size

**5.2 — Charges for depositing authorized REGULATED WASTE and authorized PROHIBITED WASTE at the SITE when the MANAGER has determined the weight scale is not operational:**

	<b>Waste</b>	<b>Charge</b>	<b>Charge Information</b>
5.2.1	PRESERVED WOOD	Double REFUSE Charge <i>(see Information on Charge)</i>	<b>No Charge when immediately deposited in designated location</b>
5.2.2	INVASIVE PLANTS	Double REFUSE Charge <i>(see Information on Charge)</i>	<b>No Charge when immediately deposited in designated location</b>
5.2.3	INFESTED VEGETATION	Double REFUSE Charge <i>(see Information on Charge)</i>	<b>No Charge when immediately deposited in designated location</b>
5.2.4	TREE STUMPS	REFUSE Charge	\$10.00 minimum charge
5.2.5	Authorized REGULATED WASTE or PROHIBITED WASTE	Double REFUSE Charge	\$50.00 minimum charge when authorized to be accepted at SITE

**5.3 Charges Applicable to all Categories:**

5.3.1	Non-SOURCE-SEPARATED REFUSE loads containing greater than 1% RECYCLABLE or COMPOSTABLE WASTE materials by volume	Double REFUSE Charge	\$10.00 minimum charge
5.3.2	Uncovered or unsecured loads	Double REFUSE Charge	\$10.00 minimum charge
5.3.3	Any load that is deposited in an area containing materials other than those so designated	Triple REFUSE Charge	\$10.00 minimum charge

5.3.4 — Any MIXED LOAD deposited at the SITE shall be charged at the highest rate applicable to any of the components of the load

5.3.5 — As it pertains to a situation where the weigh scale is not operational or at the discretion of the MANAGER, the SITE OFFICIAL may estimate the weight of each motor vehicle and a fee shall be charged as outlined in Sections 1, 2, 3 and 4 of this Schedule.

## Schedule 6 – Parks and Recreation Fees

### 1.0 Naramata Parks and Recreation

1.1 Wharf Park		
1.1.1 Park Rental (No Power) daily		\$100
1.2 Manitou Park		
1.2.1 Park Rental (No Power) daily		\$100
1.2.2 Power daily		\$25
1.3 Deposit for Park Rental		\$500
1.4 Recreation Programs		
1.4.1 Instructed Programs (per series - price not to exceed)		\$175
1.4.1.1 Drop-in (per session - price not to exceed)		\$15
1.4.2 After School Program (per session)		<del>\$2</del> 3
1.4.3.1 One-time Membership		\$10
1.4.3 Summer Day Camp - Daily		<del>\$20</del> 25
1.4.4 Summer Day Camp - Weekly		<del>\$90</del> 100

### 2.0 Okanagan Falls Parks and Recreation

2.1 Kenyon House		
2.1.1 Kenyon House - Monday to Friday daily		\$ 75
2.1.2 Kenyon House - Saturday or Sunday daily		\$110
2.1.3 Kenyon House - Full Weekend		\$200
2.2 Community Center		
2.2.1 Full Facility Kitchen Activity Room and Gym - Saturday or Sunday		\$325
2.2.2 Full Facility Kitchen Activity Room and Gym - Full Weekend		\$450
2.2.3 Gym or Activity Room - Monday to Friday 3pm to 9pm daily		\$60
2.2.4 Gym or Activity Room - Weekend Saturday or Sunday daily		\$125
2.2.5 Gym or Activity Room - Full Weekend (Friday 3pm to Sunday 9pm)		\$250
2.2.6 Kitchen with Rental of Activity Hall or Gym		\$75
2.2.7 Children's Birthday Party - 3hr max		\$75
2.2.8 Kitchen Only - Daily		\$100
2.2.9 Kitchen Only - Full Weekend		\$150
2.3 Zen Center		
2.3.1 Day Rate		\$60
2.3.2 Full Weekend		\$100
2.4 Children Programs		
2.4.1 Drop in rate - floor hockey, game night and Multisport		\$3
2.4.2 Multisport - 6 classes		\$15
2.4.3 Active Kids K to 3 - 1 night a week		\$25
2.4.4 Active Kids K to 3 - 2 nights a week		\$35
2.4.5 Active Kids grades 4 and up - 1night a week		\$20
2.4.6 Friday Night Fun – per night		\$12
2.4.7 Princess Ballet		\$65
2.4.8 Over-Under-Through – 4 classes		\$10
2.4.9 Pre-primary Ballet		\$65
2.4.10 Primary Ballet		\$85
2.4.11 Special Onetime Events		\$20
2.4.12 Summer Day Camp - daily		\$25

2.4.13	Summer Day Camp - week	\$100
2.4.13.1	Summer Camp One-time Membership	\$10
2.5 Adult Programs		
2.5.1	Instructed Programs - Drop in	\$10
2.5.2	Instructed Programs - 5 Pass Package	\$40
2.5.3	Instructed Programs - 10 Pass Package	\$65
2.5.4	Instructed Programs - 20 Pass Package	\$115
2.6 Sports Field and Parks		
2.6.1	Minor Sports	\$10
2.6.2	Day Rate	\$75
2.6.3	Gate Access	\$40
2.6.4	Special Events	\$125

### 3.0 Kaleden Parks and Recreation

#### 3.1 Parks

3.1.1	Kaleden Hotel Day Rate (Includes power)	<del>\$200</del> <u>225</u>
<del>3.1.2</del>	<del>Damage Deposit</del>	<del>\$500</del>

#### 3.2 Community Hall

3.2.1	Day Rate ( <u>8 am – midnight</u> )	<del>\$300</del> <u>375</u>
	<u>3.2.1.1 With alcohol</u>	<u>\$425</u>
3.2.2	Full Weekend ( <u>noon Friday to noon Sunday</u> ) (includes Kitchen)	<del>\$600</del> <u>700</u>
3.2.3	Hourly Rate ( <del>Non-Resident</del> ) ( <u>3 hour minimum</u> )	<del>\$30</del>
	<u>3.2.3.1 Hall</u>	<u>\$90</u>
	<u>3.2.3.2 Hall &amp; Bar</u>	<u>\$110</u>
	<u>3.2.3.3 Hall &amp; Kitchen</u>	<u>\$120</u>
	<u>3.2.3.4 Hall &amp; Facility</u>	<u>\$140</u>
	<u>KALEDEN RESIDENTS receive a 25% discount on all rentals</u>	
<del>3.2.4</del>	<del>Hourly Rate (Resident)</del>	<del>\$25</del>
<del>3.2.54</del>	<del>Damage Deposit</del>	<del>\$600</del>
<del>3.2.65</del>	<del>Sports Drop In Rates (2.5 hours)</del>	<del>\$3</del>
<del>3.2.6</del>	<del>Kaleden Youth Organized Groups</del>	<del>Free</del>
<del>3.2.7</del>	<del>Discount for non-profits</del>	<del>20%</del>
<del>3.2.8</del>	<del>Discount for charitable fundraising</del>	<del>No Charge</del>
<del>3.2.9</del>	<del>Groups providing community events</del>	<del>No Charge</del>
<del>3.2.7</del>	<del>Movie Equipment Rental (per day)</del>	<del>\$100</del>

#### 3.3 Equipment for Rent Off Premise

<del>3.3.1</del>	<del>Round Tables (each)</del>	<del>\$5</del>
3.3.2	Rectangular Tables (each)	\$5
3.3.3	<del>Indoor Chairs (Included in hall rental)</del>	<del>\$1.50</del>
<del>3.3.4</del>	<del>Outdoor Chairs (each)</del>	<del>\$4</del>
3.3.5	Portable <del>Amplifier</del> <u>Sound System (mp3, iPod compatible)</u> (per day)	<del>\$75</del> <u>100</u>
3.3.6	Portable Popcorn Wagon (per day)	\$50
3.3.7	10x10 Awnings (each)	<del>\$50</del> <u>55</u>
	<u>3.3.7.1 set of two awnings</u>	<u>\$95</u>
<del>3.3.8</del>	<del>50 Sets Cutlery (per day)</del>	<del>\$50</del>
<del>3.3.9</del>	<del>50 Sets of Dishes (per day)</del>	<del>\$5</del>
<del>3.3.10</del>	<del>Propane BBQ (per day)</del>	<del>\$40</del>
<del>3.3.8</del>	<del>Administration fee on all off-premise rentals</del>	
	<u>3.3.8.1 Weekday</u>	<u>\$25</u>
	<u>3.3.8.2 Weekend</u>	<u>\$50</u>



3.4 Insurance (per event, mandatory to have coverage)

<u>3.4.1</u>	<u>Church Group</u>	<u>\$5.00</u>
<u>3.4.2</u>	<u>Children's Party</u>	<u>\$30.00</u>
<u>3.4.3</u>	<u>Wedding/ Adult Party</u>	<u>\$60.00</u>
<u>3.4.4</u>	<u>If alcohol served, additional</u>	<u>\$100.00</u>

3.5 Deposit for all types of rentals \$300.00

**4.0 Keremeos**

4.1 Facility Rentals

4.1.1	Bowling lanes	\$70.00
	<u>4.1.1.2 School Rates</u>	<u>\$55.00</u>
4.1.2	Squash/Racquetball	\$50
4.1.3	Climbing Wall	\$45
<u>4.1.4</u>	<u>School-Rate</u>	<u>\$50</u>

4.2 Keremeos Community Pool

4.2.1	Single Admission Rates	
4.2.1.1	Pre-school - under 5	\$1.25
4.2.1.2	Child – 5 – 12 years	<del>\$3.50</del> <u>4.00</u>
4.2.1.3	Teen – 13 – 19 years	<del>\$3.75</del> <u>4.25</u>
4.2.1.4	Adult – 19+	<del>\$4.25</del> <u>4.75</u>
4.2.1.5	10 Flex Pass	<del>\$30.00</del> <u>34.00</u>
4.2.1.6	Family Rate	<del>\$10.00</del> <u>11.00</u>
4.2.2	<del>Swim Club</del> <u>Red Cross</u>	
	<u>4.2.2.1 Duck – Level 7</u>	<u>\$53.00</u>
	<u>4.2.2.2 Level 8 – 10</u>	<u>\$72.00</u>
4.2.3	Early Bird Club *changed from 3 days per week to 2 days	<del>\$100</del> <u>110.00</u>
4.2.4	Adult Fitness	<del>\$100</del> <u>110.00</u>
4.2.5	Aquacise	<del>\$75</del> <u>90.00</u>
4.2.6	Red Cross Lessons	
4.2.6.1	Pre-school	<u>\$50.00</u>
4.2.6.2	Levels 1 – 7	<u>\$50.00</u>
4.2.6.3	Levels 8, 9 and 10	<u>\$68.00</u>
4.2.7	Pool Rental – per hour	<del>\$65</del> <u>75.00</u>

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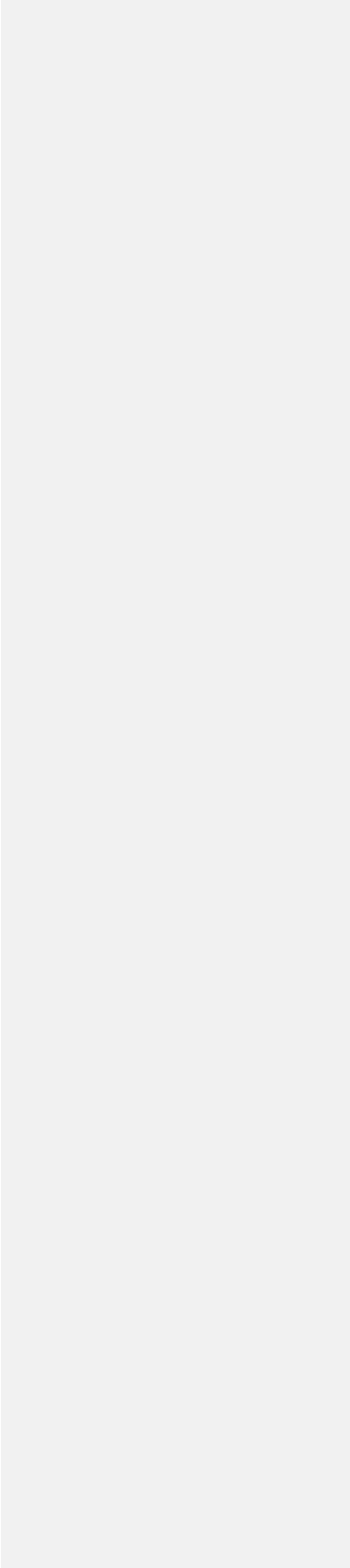
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4.3 Keremeos Fitness Room

4.3.1	Single Admission Rates	
4.3.1.1	Youth	<del>\$4.50</del> <u>4.75</u>
	<del>Punch-in-Fitness</del>	<del>\$4.29</del>
4.3.1.2	Adult	<del>\$6.50</del> <u>7.00</u>
	<del>Punch-in-Fitness</del>	<del>\$6.19</del>
4.3.2	1 Month Pass	
4.3.2.1	Youth	\$48.00
	<del>Punch-in-Fitness</del>	<del>\$45.71</del>
4.3.2.2	Adult	\$68.00
	<del>Punch-in-Fitness</del>	<del>\$64.76</del>
4.3.3	3 Month Pass	
4.3.3.1	Youth	<del>\$115</del> <u>120.00</u>
	<del>Punch-in-Fitness</del>	<del>\$109.52</del>
4.3.3.2	Adult	<del>\$138</del> <u>145.00</u>
	<del>Punch-in-Fitness</del>	<del>\$131.43</del>

	4.3.3.3	Family	\$ <del>230</del> <u>240</u> .00
		<del>Punch-in-Fitness</del>	<del>\$219.05</del>
4.3.4		6 Month Pass	
	4.3.4.1	Youth	\$ <del>170</del> <u>180</u> .00
		<del>Punch-in-Fitness</del>	<del>\$161.90</del>
	4.3.4.2	Adult	\$ <del>225</del> <u>235</u> .00
		<del>Punch-in-Fitness</del>	<del>\$214.29</del>
4.3.5		1 Year Pass	
	4.3.5.1	Youth	\$ <del>290</del> <u>305</u> .00
		<del>Punch-in-Fitness</del>	<del>\$276.19</del>
	4.3.5.2	Adult	\$ <del>385</del> <u>405</u> .00
		<del>Punch-in-Fitness</del>	<del>\$366.67</del>
	4.3.5.3	Family	\$ <del>575</del> <u>605</u> .00
		<del>Punch-in-Fitness</del>	<del>\$547.62</del>
4.3.6		Lost Card Replacement	\$10.00
4.4 Keremeos Ice Rink			
4.4.1		Single Admission Rates	
	4.4.1.1	Child – 5 – 12 years	\$ <del>3.75</del> <u>4.00</u>
	4.4.1.2	Teen – 13 – 19 years	\$ <del>4.25</del> <u>4.50</u>
	4.4.1.3	Adult – 19+	\$ <del>4.75</del> <u>5.00</u>
	4.4.1.4	Family	\$ <del>10.00</del> <u>10.50</u>
	4.4.1.5	Parent/Tot	\$ <del>6.00</del> <u>6.50</u>
	4.4.1.6	10 Flex Pass	\$30.00
4.4.2		Learn to Skate	
	4.4.2.1	3 – 6 Years	\$60
	4.4.2.2	7 and up	\$90
4.4.3		Mite's Hockey – Boys and Girls 5 – 8 Years old	
	4.4.3.1	Entire Program	\$55
	4.4.3.2	Drop In	\$5.00
4.4.4		Sticks and Pucks 9 -14 Years old	\$4.50
4.4.5		Sticks and Pucks – Adult	\$8.00
4.4.6		Ice Rental – Per hour	
	4.4.6.1	School Age Keremeos	\$ <del>75.00</del> <u>80.00</u>
	4.4.6.2	Adult	\$ <del>95.00</del> <u>100.0</u>
	<u>4.4.7</u>	<u>Skate Rental</u>	<u>\$2.50</u>
4.5 Keremeos Bowling			
4.5.1		League Bowling	
	4.5.1.1	Adult	\$ <del>11.00</del> <u>50</u>
	4.5.1.2	Senior	\$ <del>10.50</del> <u>11.0</u>
4.5.2		Drop- In	
	4.5.2.1	Adult	\$ <del>5.00</del> <u>5.25</u>
	4.5.2.2	Youth	\$ <del>4.00</del> <u>4.25</u>
	<u>4.5.2.3</u>	<u>Family</u>	<u>\$10.50</u>
4.5.3		Shoe Rental	\$ <del>1.60</del> <u>2.00</u>
4.6 Squash Tokens (each)			
	4.6.1	Per Year	\$2.65
		Punch in Fitness	\$68.00
			\$64.76
4.7 Climbing			
	4.7.1	Child	\$3.00
	4.7.2	Teen	\$4.00

All Program fees are set at a level sufficient at minimum to cover all instructors, expendable and consumable materials and extraordinary costs.



## Schedule 7 – Freedom of Information and Protection of Privacy Request Fees<sup>2</sup>

### Schedule of Maximum Fees

1. For applicants other than commercial applicants:	
(a) for locating and retrieving a record	\$7.50 per ¼ hour or portion thereof after the first 3 hours.
(b) for producing a record manually	\$7.50 per ¼ hour.
(c) for producing a record from a machine readable record excluding records produced on the Geographic Information System (G.I.S.)	\$16.50 per minute for cost of use of mainframe processor on all locally attached devices plus \$7.50 per ¼ hour for developing a computer program to produce the record.
(d) for preparing a record for disclosure and handling a record	\$7.50 per ¼ hour.
(e) for shipping copies	actual costs of shipping method chosen by applicant.
(f) for copying records:	
(i) photocopies and computer printouts	\$0.25 per page (8.5 x 11, 8.5 x 14) \$0.30 per page (11 x 17)
(ii) floppy disks	\$10.00 per disk
(iii) computer tapes	\$40.00 per tape, up to 2400 feet
(iv) microfilm/fiche to paper duplication	\$0.50 per page
(v) photographs (colour or black & white)	\$5.00 to produce a negative \$12.00 each for 16" x 20" \$9.00 each for 11" x 14" \$4.00 each for 8" x 10" 3.00 each for 5" x 7"
(vi) hard copy laser print, B/W 300 dots/inch hard copy laser print, B/W 1200 dots/inch hard copy laser print, colour	\$0.25 per page \$0.40 per page \$1.65 each
(vii) photographic print of textual, graphic or cartographic record (8" x 10" black & white)	\$12.50 each
(viii) slide duplication	\$0.95 each
(ix) plans	\$1.00 per square metre
(x) video cassette (1/4" or 8mm)	\$11.00 per 60 minute cassette plus \$7.00 per ¼ hour of recording \$20.00 per 120 minute cassette plus \$7.00 per ¼ hour of recording
(xi) video cassette (1/2") duplication	\$15.00 per cassette plus \$11.00 per ¼ hour of recording
(xii) video cassette (3/4") duplication	\$40 per cassette plus \$11.00 per ¼ hour of recording
(xi) photomechanical reproduction of 1055 mm cartographic record/plan	\$3.00 each
2. For Commercial Applicants for each service listed in item 1.	the actual cost of providing that service.

<sup>2</sup> Bylaw No. 2680.01, 2015 adopted May 21, 2015

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** Board Policy Review



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### Administrative Recommendation:

**THAT the Board of Directors rescind the following policies:**

- **Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy (P2630-00.04)**
- **Delegation Authorization for Flood Hazard Exemption Covenants policy (P5225-00.07).**
- **Land Use Bylaw Disclosure policy (P6410-00.06); and,**

**THAT the Board of Directors adopt the Land Use Bylaw Transition Policy.**

### Purpose:

To rescind outdated policies.

### Reference:

[Regional District of Okanagan-Similkameen Policy Manual](#)

Undergraduate/Graduate/Postgraduate Fees – Exempt Staff policy (to be rescinded)

Delegation Authorization for Flood Hazard Exemption Covenants (to be rescinded)

Land Use Bylaw Disclosure policy (to be rescinded)

Land Use Bylaw Transition Policy (for adoption)

### Analysis:

At the January 21, 2016 Corporate Services Committee meeting and the January 21, 2016 Planning and Development Committee meeting, the Board reviewed the above noted policies.

The policies contained in this report include:

- **Undergraduate/Graduate/Postgraduate Fees – Exempt Staff**
  - Best dealt with through an Administrative Directive
- **Delegation Authorization for Flood Hazard Exemption Covenants**
  - Superseded by Bylaw No. 2509, 2010 Delegation of Local Government Authority; Bylaw No. 2680, 2015 Fees and Charges Bylaw; and Bylaw No. 2500, 2011 Development Procedures Bylaw

- **Land Use Bylaw Disclosure**
  - o Renamed Land Use Transition
  - o New template
  - o Updated language
  - o References to repealed bylaws removed

**Respectfully submitted:**

*"Christy Malden"*

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C. Malden, Manager of Legislative Services

## REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

**P O L I C Y****POLICY NO: P2630-00.04**

Page 1 of 1

**SUBJECT: UNDERGRADUATE / GRADUATE/ POSTGRADUATE FEES – EXEMPT STAFF**

<b>Effective Date</b>	<b>Amendment</b>	<b>Board Resolution</b>	<b>Administered By</b>
March 18, 1999	June 20, 2002	SBL10/99 SBL20/02	Chief Administrative Officer

Annual undergraduate / graduate / postgraduate tuition fees for courses which are directly related to an Exempt Staff member's existing or future RDOS job responsibilities shall be reimbursed with the following conditions:

- (i) An individual Exempt Staff member's annual reimbursement may not exceed \$2,000 without obtaining:
  - a. Chairman's Advisory Committee review from a budget availability and internal equity perspective; and
  - b. specific reimbursement approval from the Board of Directors.
- (ii) Exempt Staff members who attend undergraduate / graduate / postgraduate educational courses (during normal office hours) are to utilize vacation leave or time in lieu of overtime for the absence.
- (iii) In the event an Exempt Staff member resigns from employment with the District, the Exempt Staff member shall reimburse the District in the amount of fifty percent (50%) of the Board's contribution to his/her tuition fees during the previous twelve (12) month period.

# REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

## P O L I C Y

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**POLICY NO:** 5225-00.07

**Page 1 of 2**

**SUBJECT:** Delegation Authorization for Flood Hazard Exemption Covenants

**Effective Date**  
November 4, 2004

**Amendment**

**Board Resolution**  
B627/04

**Administered By:**  
Manager, Legislative Services Dept.

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The following policy applies to all requests to require, modify and or discharge 'Restrictive Flood Hazard Exemption Covenants,' which have been delegated pursuant to Section 176 of the Local Government Act, to the Regional District's authorized signatory and employees.

Procedure:

1. Accept written request and ensure a \$150.00 document administration fee is paid, record application and set up file.
2. Any legal fees incurred by the application process are to be borne by the applicant(s).
3. The Planning and Building Inspection Department will process requests to require, modify and or discharge flood hazard exemption covenants. Upon receipt of a request to require, modify and or discharge a covenant, the Planning and Building Inspection Department will review the request and compose a staff report. The staff report shall contain details of the covenant, of the proposed request, a recommendation from the Director of Planning and Building Inspection Department and or related staff, and any additional relevant information in order to accurately assess the proposal.
  - a) If the staff report recommends that the flood hazard exemption covenant request is acceptable and the Regional District's level of protection is not altered, then the authorized signatory may endorse the request.
  - b) Upon receipt of a staff report, which determines that the circumstance and conditions of the flood hazard exemption covenant should not be considered, the Regional District's authorized signatory shall withhold consent, and the Planning and Building Inspection Department will advise the applicant in writing as to the reasons for the refusal. Planning and Building Inspection staff will also advise the applicant of their right to apply to the Regional Board for reconsideration.



**SUBJECT: Delegation Authorization for Flood Hazard Exemption Covenants**

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- c) In the event of reconsideration, the Planning and Building Inspection Department will produce a staff report with a recommendation that the Board consider the request to review the application.
2. For the purpose of this policy:
- a) The Province’s “Flood Hazard Area Land Use Management Guidelines” and or a geotechnical report prepared by a professional engineer or geoscientist experienced in geotechnical engineering and geotechnical assessments, will be used to help staff determine the appropriate scope for requiring, modifying and or discharging flood hazard exemption covenants.
  - b) The covenant must make statements consistent with Section 56 of the Community Charter or the Building Inspector may not be able to issue the building permit without another covenant.



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

**POLICY:** Land Use Bylaw Transition Policy

**AUTHORITY:** Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_.

**POLICY STATEMENT**

The Regional District of Okanagan-Similkameen (RDOS) requires that, prior to first reading of a new Official Community Plan (OCP) Bylaw and/or Zoning Bylaw for an Electoral Area, the Board of Directors be apprised by Administration of the following:

- i) all significant policy changes comprised within the Bylaw(s); and
- ii) all current subdivision proposals which may be affected by proposed changes to the regulations (i.e. minimum parcel size requirements, development permit area designations, etc) comprised within the Bylaw(s).

**PURPOSE**

To ensure that the Board is properly apprised by Administration of all significant policy changes resulting from the preparation of a new OCP Bylaw and/or Zoning Bylaw for an Electoral Area prior to commencing the formal process to adoption.

**DEFINITIONS (IF REQUIRED)**

Not applicable

**RESPONSIBILITIES**

Development Services Department

**PROCEDURES**

Not applicable.

## ADMINISTRATIVE REPORT

**TO:** Board of Directors  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** February 11, 2016  
**RE:** RDOS Bi-weekly Advertisement

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### Administrative Recommendation:

**THAT the Board of Directors approve the award of the 2016 Bi-Weekly RDOS Advertisement to the Penticton Herald/Herald Extra for an amount not to exceed \$4,800 plus applicable taxes and to the Similkameen News Leader for an amount not to exceed \$ 4,600 plus applicable taxes.**

### Reference:

November 17, 2015 Administrative report to Corporate Services Committee (attached to this report)

### Business Plan Objective:

Key Success Driver 1.0: To Be a High Performing Organizing

Key Success Driver 2.0: To Optimize the Customer Experience

### Background:

As a result of high advertising costs in 2014 and as part of the 2016 Strategic Plan efforts to optimize the customer experience, administration recommended that a bi-weekly ad program be developed to realize economies of scale, promote the Regional District and its activities; and provide further organizational transparency. The bi-weekly advertisements would include department, special event, statutory and non-statutory advertisements and would incorporate additional RDOS news and educational facts. The ads would be branded and recognizable to citizens.

These ads would not take the place of all existing advertising, nor would it eliminate the existing advertising budgets; however, it is expected that those budgets would see a reduction significantly greater than the cost of the bi-weekly ads.

At the November 19, 2015, Corporate Services meeting, the committee received the initial administrative report including recommendations based on an RFQ which closed earlier that month. Questions arose as to which newspapers in the Similkameen responded to the RFQ and administration confirmed that one Similkameen newspaper, the Similkameen News Leader, responded and was evaluated based on that submission, and that the Penticton Western submission also included an additional cost optional for another Similkameen newspaper, the Similkameen Spotlight, in the Western's quote and was evaluated as part of that overall submission.

The committee supported the recommendation to 'approve the award of the 2016 Bi-Weekly RDOS Advertisement to the Penticton Herald/Herald Extra for an amount not to exceed \$4,800 plus applicable taxes and to the Similkameen News Leader for an amount not to exceed \$ 4,600 plus

applicable taxes.'

The recommendation then appeared at the December 17, 2015 Board meeting for approval of the committee recommendation. Continued discussion about the Similkameen submission resulted and the Board resolved the following:

THAT consideration of a Bi-weekly Advertisement be deferred until a response is received from the two Similkameen papers on Print Bill numbers.

**Analysis:**

The Print Bill numbers provided by each of the newspapers are as follows:

- Similkameen Spotlight 1,200 winter, 1,300 summer
- Similkameen News Leader 1,000 appx. based on season

It should be noted that Print Bill numbers was not included as criteria in the RFQ, and as such would not be within the scope of the evaluation based on key components, which were circulation, price, quality control, customer service, placement and display options. Additional points were also provided for value added services, as indicated in the RFQ evaluation form. Pricing was based on ad size of appx. 7 inches by 4.5 inches.

The final pricing, circulation and service area for each submission is noted in the chart below.

Proponent	Service Area	Pricing	Circulation
Penticton Western/ Similkameen Spotlight	Penticton, Naramata, Summerland, Kaleden, Okanagan Falls, Keremeos, Cawston, Oliver, Osoyoos	<b>Penticton Western –</b> \$ 278.30 per insertion \$ 7,235.80 per year based on 26 insertions <b>Penticton Western and Similkameen Spotlight –</b> \$ 360.99 per insertion \$ 9,385.75 per year, based on 26 insertions	<b>23,453 (includes:)</b> Penticton: 15,834 Kaleden: 290 Naramata: 554 Summerland: 2,255 Okanagan Falls: 865 Oliver: 1,650 Osoyoos: 1,009 Keremeos: 794 Cawston: 201 Similkameen Spotlight: 1,050
Penticton Herald / Herald Extra	Penticton, Summerland, Keremeos, Cawston, Princeton, Hedley, Naramata, Kaleden, Okanagan Falls, Oliver, Osoyoos	<b>Both newspapers -</b> \$ 183.68 per insertion \$ 4775.68 per year, based on 26 insertions	<b>25,053 (includes:)</b> Naramata: 682 Penticton: 15,222 Kaleden/OK Falls: 1,427 Oliver/Osoyoos: 2,807 Summerland: 3,468 Keremeos: 829 Princeton/Hedley: 500
Similkameen News Leader	Primarily Princeton, Hedley, Keremeos, Also, Tulameen, Coalmont, Cawston, Manning Park, Osprey Lake, Allison Lake and others by subscription	\$ 175 per insertion \$ 4,550 per year, based on 26 insertions	<b>1000 (includes:)</b> Coalmont Tulameen Caswton Keremeos Manning Park Osprey Lake Allison Lake Princeton
Osoyoos Times / Oliver Chronicle	Rock Creek, Osoyoos, Oliver, Okanagan Falls	\$ 180 per insertion \$ 4,680 per year, based on 26 insertions	<b>Circulation Number not provided</b> Rock Creek Osoyoos Oliver Okanagan Falls

Administration recommends that the proposals by Penticton Herald/Herald Extra and the Similkameen News Leader be approved by the Board. By placing ads in both the Herald/Herald Extra and the Similkameen News Leader, we will reach all communities and outlying areas within the District. Value Added services provided in the quote from the Penticton Herald/Herald Extra include an ad button on the Herald's website main page linking to the RDOS website, and an additional bi-weekly column run free of charge in the Herald. The column may be used to help get RDOS messaging out, provide an opportunity for a 'Chair's Message' or a column on a topical issue at the RDOS. The placement in the newspaper of page A4 (Community & RDOS) was also ranked the highest.

**Alternatives:**

That the Board of Directors not support the administrative recommendation.

**Respectfully submitted:**

*"Christy Malden"*

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C. Malden, Manager of Legislative Services

## ADMINISTRATIVE REPORT



**TO:** Corporate Services Committee  
**FROM:** B. Newell, Chief Administrative Officer  
**DATE:** November 19, 2015  
**RE:** RDOS Bi-weekly Advertisement

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### **Administrative Recommendation:**

**THAT the Board of Directors approve the award of the 2016 Bi-Weekly RDOS Advertisement to the Penticton Herald/Herald Extra for an amount not to exceed \$4,800 plus applicable taxes and to the Similkameen News Leader for an amount not to exceed \$ 4,600 plus applicable taxes.**

### **Business Plan Objective:**

Key Success Driver 1.0: To Be a High Performing Organizing  
Key Success Driver 2.0: To Optimize the Customer Experience

### **History:**

In 2014, newspaper advertising costs were estimated at approximately \$57,000 - \$60,000. Those costs included statutory and non-statutory advertising from all departments and there was no consistency as to which newspapers were used. Circulation and cost were not always the highest consideration when submitting advertisements. Deadline dates and graphic services were also a factor.

### **Analysis:**

The RDOS 2014 telephone Citizen Survey revealed that 64% of our citizens learned about local government issues through the newspaper. Newspaper advertising and articles are an effective way to promote the Regional District and its activities; however, without a strategy to efficiently reach citizens, it can be a costly method of communicating.

Across BC, many local governments have moved to a standard bi-weekly or weekly ad format within designated newspapers, using a Request for Proposal or Request for Quotation process to ensure transparency, cost effectiveness and compliance with purchasing policies.

Organizational, standardized advertising will consistently and effectively communicate the professionalism and overall presence of the RDOS to our citizens. The ad will be branded and recognizable to citizens. The RDOS bi-weekly ad will provide consistent messaging which will build citizen trust and provide further organizational transparency. The insertions will include any department ads required and will incorporate additional RDOS news and educational facts.

On September 30, 2015 a Request for Quote (RFQ) was released, for the printing of a bi-weekly newspaper advertisement. Four RFQ's were received by the closing time on October 23, 2015 and an

analysis of all four RFQ's was performed to determine if any or all had the necessary qualifications and experience for the project.

The key components of the evaluation process were circulation, price, quality control, customer service, placement and display options. Additional points were also provided for value added services, as indicated in the RFQ evaluation form. Pricing was based on ad size of appx. 7 inches by 4.5 inches.

The final pricing and service area for each submission is noted in the chart below.

<b>Proponent</b>	<b>Service Area</b>	<b>Pricing</b>
Penticton Western/ Similkameen Spotlight	Penticton, Naramata, Summerland, Kaleden, Okanagan Falls, Keremeos, Cawston, Oliver, Osoyoos	<b>Penticton Western –</b> \$ 278.30 per insertion \$ 7,235.80 per year based on 26 insertions <b>Penticton Western and Similkameen Spotlight –</b> \$ 360.99 per insertion \$ 9,385.75 per year, based on 26 insertions
Penticton Herald / Herald Extra	Penticton, Summerland, Keremeos, Cawston, Princeton, Hedley, Naramata, Kaleden, Okanagan Falls, Oliver, Osoyoos	<b>Both newspapers -</b> \$ 183.68 per insertion \$ 4775.68 per year, based on 26 insertions
Similkameen News Leader	Primarily Princeton, Hedley, Keremeos, Also, Tulameen, Coalmont, Cawston, Manning Park, Osprey Lake, Allison Lake and others by subscription	\$ 175 per insertion \$ 4,550 per year, based on 26 insertions
Osoyoos Times / Oliver Chronicle	Rock Creek, Osoyoos, Oliver, Okanagan Falls	\$ 180 per insertion \$ 4,680 per year, based on 26 insertions

Regional Districts are presented with unique challenges with regard to reaching citizens in all of the rural areas of the District and often must consider using several sources to ensure the circulation is all inclusive and that a consistent message is received in all areas of the district.

Administration recommends that the proposals by Penticton Herald/Herald Extra and the Similkameen News Leader be approved by the Board. By placing ads in both the Herald/Herald Extra and the Similkameen News Leader, we will reach all communities and outlying areas within the District. Value Added services provided in the quote from the Penticton Herald/Herald Extra include an ad button on the Herald's website main page linking to the RDOS website, and an additional bi-weekly column run free of charge in the Herald. The column may be used to help get RDOS messaging out, provide an opportunity for a 'Chair's Message' or a column on a topical issue at the RDOS. The placement in the newspaper of page A4 (Community & RDOS) was also ranked the highest.

***Additional Advertising Sources (non-print media)***

The Regional District endeavors to reach as many citizens as possible and have found that many rely on online news sources such as Skaha Matters, MyNaramata, and Oliver Daily News. It is expected that for matters related directly to a specific electoral area such as Alternative Approval Processes, Open Houses and other related public engagement opportunities, the online news sources may also be used for advertising with funding coming directly from the service or electoral area budget.



**Budget:**

The bi-weekly advertisement will contain a mix of corporate and service specific information and would be billed back to each department or service accordingly. It is expected that a significant decrease will be noted in departmental budgets due to the shift toward consistent corporate advertising.

**Alternatives:**

The Board may choose not to award the project to the recommended proponent.

**Respectfully submitted:**

**Endorsed by:**

*"Nona Lynn"*

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*N. Lynn, Administrative Assistant*

*"Christy Malden"*

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*C. Malden, Manager of Legislative Services*