

Regional District of Okanagan-Similkameen

SCHEDULE OF MEETINGS

**THURSDAY, OCTOBER 15, 2015
RDOS BOARDROOM**

9:00 am	-	9:15 am	Community Services Committee
9:15 am	-	9:30 am	Environment & Infrastructure Committee
9:30 am	-	10:30 am	Protective Services
10:30 am	-	12:00 pm	Planning & Development Committee
12:00 pm	-	12:30 pm	Lunch
12:30 pm	-	1:30 pm	Corporate Services Committee
1:30 pm	-	4:00 pm	RDOS Regular Board Meeting

"Mark Pendergraft"

Mark Pendergraft
RDOS Board Chair

Advance Notice of Meetings:

November 5	RDOS Board/Committee Meetings
November 19	RDOS/OSRHD Board/Committee Meetings
December 3	RDOS/OSRHD Inaugural Board Meetings
December 17	RDOS/OSRHD Board/Committee Meetings



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Community Services Committee

Thursday, October 15, 2015

9:00am

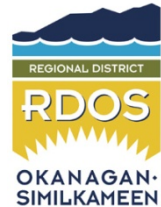
REGULAR AGENDA

A. APPROVAL OF AGENDA

B. Q3 2015 Activity Report – For Information Only

C. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Community Services Committee
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Third Quarter Activity Report – For Information Only

COMMUNITY SERVICES DEPARTMENT

Parks, Recreation, Heritage, Culture, Economic Development, Transit and Rural Projects

Activities for Q3 2015

Parks, Recreation and Trails

- Worked with tourism groups to release the South Okanagan-Similkameen Cycling Network Map
- Received Provincial endorsement of the South Okanagan-Similkameen Cycling Network project
- Rolled out the South Okanagan-Similkameen Cycling Network digital 'Story Map' via RDOS GIS
- Carried out paving of Naramata Library and Creek Park parking lots
- Participated in the Summerland to Faulder KVR trail planning process with land managers
- Repaired the Otter Lake KVR Trail trestle
- Cleared Rock Slide on KVR trail south of Faulder
- Paved Smethurst KVR trail Parking lot
- Began the tenure application and public input process for the KVR trail development plan for area A&C
- Implemented water restriction measures for parks to respond to summer drought conditions
- Carried out the Roof replacement of Naramata Museum
- Completed negotiation for the acquisition of parkland in Heritage Hills
- Completed building upgrades and secured tenant for recently acquired parkland in Okanagan Falls
- Installation of benches and garbage cans for the KVR Trail – Naramata
- Installation of KVR trail signage in rural Princeton

Rural Projects

- Participated in the Completion of the Oliver Frank Venables Auditorium Agreement and School District lease
- Researched best management policies on land procurement due diligence processes
- Continued to support the Penticton Indian Band council on the Feral Horse issue

Transit, Heritage and Culture

- Presented final draft and received Board endorsement on the Transit Future Plan
- Began cursory work on Regional Transit governance model
- Received Board endorsement of the Haynes Ranch Statement of Significance amendment
- Applied for Licence of Occupation for Granite Creek Townsite
- Continued discussions with the En'owkin Centre on heritage and First Nation participation
- Carried out Board heritage workshop
- Hired new Area D Rural Services Manager and Clerk positions
- Supported the South Skaha Seniors Housing Society project in Okanagan Falls - BC Housing grant

- Secured Phase 2 of the Okanagan Falls Town Revitalization Project
- Presented the Age Friendly project at the Okanagan-Similkameen Healthy Living Society Fall Energizer Workshop
- Launched Heritage Story Map application

Planned Activities for Q4 2015

Parks, Recreation and Trails

- KVR Trail information kiosks assembly and installation
- Update Click, Hike & Bike™
- Continued site meetings with adjacent land owners for KVR development planning area A&C
- Septic system designs for Selby and Osoyoos Lake Parks
- Construction of washroom at Selby Park – Westbench
- Winterization of parks
- Support the province to remove large Land slide on KVR north of Princeton
- Pioneer Park Washroom Renovation
- Installation of information boards at Selby Park
- 5 year budgets with parks and Recreations commissions

Rural Projects

- Complete final grant reporting for the West Bench Veterans Tribute Project at Selby Park
- Renewal of the Oliver and District Recreation Service Agreement
- Complete due diligence on Area H parkland acquisition and begin transfer process, pending results from environmental assessment
- Detailed review of existing park bylaws
- Present first draft of the RDOS Volunteer Handbook to Parks Commissions
- Submission of Age Friendly grant application – Okanagan Falls
- Participate in Phase 2 of the Okanagan Falls Town Revitalization Project

Transit, Heritage and Culture

- Present draft Regional Heritage Strategic Plan to public and continue First Nations engagement
- Develop and present the Regional Heritage Program Action Plan and bylaw to member Municipalities
- Continue to work with the Granite Creek Preservation Society on interpretation at the Townsite
- Investigate the establishment of a Heritage Advisory Committee
- Present a Regional Transit Advisory Committee terms of reference for Board support

Respectfully submitted:



M. Woods, Manager of Community Services



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, October 15, 2015

9:15am

REGULAR AGENDA

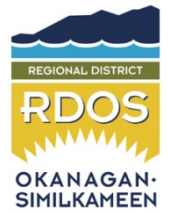
A. APPROVAL OF AGENDA

B. Air Quality Program – For Information Only

C. Q3 2015 Activity Report – For Information Only

D. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Environment Committee
FROM: Bill Newell, CAO
DATE: 15 October 2015
RE: Air Quality Program – For Information Only

Introduction

The Regional District of Okanagan Similkameen, Central Okanagan Regional District and North Okanagan Regional District had a robust air quality program from 2006 – 2010. An inter-regional committee was meeting regularly, it was supported by the Province and each regional district applied resources to participate. RDOS had an Air Quality Coordinator, had a significant educational program and did a lot of work on the wood chipping, stove replacement and burning permit applications. The Regional District missed the step of creating a service to regulate the program and through the Operational Audit in 2010, it was determined that we should withdraw.

The North Okanagan Regional District had a Regional Service established. There were many jurisdictional issues in the North Okanagan at the time, and many regional services were being formally reviewed. NORO chose to rescind their Service Establishment Bylaw at that point. The Central Okanagan continues to administer an air quality program and spend approximately \$150,000/year to sustain it.

Air Quality

The Central Okanagan Regional District raised the issue of reviewing the feasibility of an inter-regional program at the last Chair/CAO Meeting. On the understanding that air can't be controlled at Regional District boundaries and that it moves freely up the Okanagan Valley, CORD is interested in exploring opportunities with its neighbours to more appropriately manage air quality.

Strategic Plan

The Board is currently participating in an environmental scan (homework) in preparation for the Board Strategic Plan Workshop coming up on October 29th. Should a Member be interested in targeting air quality as an issue, we would enter it into the process for discussion. If we have absolutely no interest, we should advise CORD.

ADMINISTRATIVE REPORT



TO: Environment and Infrastructure Committee
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Third Quarter Activity Report – For Information Only

1.0 PUBLIC WORKS - OPERATIONS

ACTIVITIES FOR Q3 2015:

SOLID WASTE

- Completion of sub-lease agreement for Apex Transfer Station development.
- Feasibility Study for Siting of Compost Facilities to handle organic waste
- Contract Extension for Keremeos Landfill Site and Bin Operations.
- Agreement renewals for Landfill access.

WATER

- Quarterly Water meter reading in Sage Mesa Water system.
- Water sampling and reporting for all RDOS water systems.
- Documentation for Annual Water Quality reports for IHA.
- Naramata Dams maintenance. – Big Meadow Lake audit done with MOE.
- Naramata and West Bench Fire Hydrant Maintenance.

SEWER

- Monitoring and sampling at OK Falls WWTP and Okanagan River Channel.
- OK Falls lift station – acoustic improvements

PLANNED ACTIVITIES FOR Q4 2015:

SOLID WASTE:

- Orchard chipping programs ongoing.
- Feasibility Study for Siting of Compost Facilities to handle food waste
- Installation of new recycling containers at Oliver and Keremeos Landfills (mega bags)
- Request for Proposals for Campbell Mountain Landfill Design, Operations and Closure Plan

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- Request for Proposals for Keremeos Landfill Closure Design
 - Request for Proposals for Apex Waste Transfer Station Design and commencement of Public Consultation. Sub-lease signed with Apex owners.

WATER & SEWER

- Water sampling for Faulder, Naramata, Olalla, West Bench, Sage Mesa, Gallagher Lake.
- Irrigation Turn Off for Naramata.
- Dam maintenance for Naramata Water.

2.0 ENGINEERING SERVICES

ACTIVITIES FOR Q3 2015:

SOLID WASTE

- Feasibility Study for Siting of Compost Facilities to handle organic waste

WATER

- Naramata stand-by power supply – Loan Authorization Bylaw.
- Faulder Water Supply – The new well was drilled, the water system design was completed and the construction was tendered and awarded.
- Olalla Water System – A RFP was issued for the Olalla Water System Upgrade design.
- West Bench Water System – Development of a water conservation report is underway.
- West Bench Water System – A design for looping Lambert Road was initiated.
- West Bench Water System – The old West Bench Pumphouse was decommissioned.
- Continued working on West Bench and Naramata water meters, reports, and updates.
- Willowbrook Water Utility – Assessment of water system completed and being reviewed.
- 2015 RBC Blue Water grant project ongoing. Successful grant application of \$100,000 received for education in combatting the Zebra and Quagga mussels. Program deliverables are underway. ZK
- 2014/2015 OBWB Regional Water Use Regulation and Conservation Bylaw project RFP for a consultant was completed and project was initiated.
- Gallagher Lake water service area petitions.
- 2015 OBWB Okanagan-Similkameen Drought and Flood Mitigation Plan-Phase 1 was initiated. Letters to irrigation and improvement districts and water purveyors have gone out. Zoe is working with a consultant from the OBWB hired to complete a similar project. ZK

WASTEWATER

- Conceptual Sewer Design for Small Areas within Okanagan Falls and Gallagher Lake – conceptual designs completed and moving forward to public discussion.

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- Gallagher Lake sewer service area petitions.

OTHER PROJECTS/PROGRAMS

- Similkameen Watershed Water Quantity/Quality Sustainability Plan – Phase 2 Draft of the project is completed with report to be presented. LSIB reviewing Phase 2 draft.
- The Mosquito Control Program has finished for the year. This year totals include: 12 hours of heli-spraying over 122 hectares, plus daily hand held spraying throughout the region's ponds and open water. Northwest Mosquito and Vector Conference held in Osoyoos Oct 7-9, and RDOS attended the event. ZK
- Invasive Species Terrestrial and Aquatic – both programs student outreach and contract spraying components are complete for 2015. However, much being done in the final report writing and tallying of successes. Lisa Scott will still be presenting to interested groups and working on funding, grants and plans for 2016. ZK
- Fire Ant Pilot Project in Naramata is complete for the year. Fire ants were detected in Naramata in late 2014. As a result a summer student from TRU under the guidance of Professor Rob Higgins, worked to mitigate the nests as identified. Unfortunately, the ants have made it across the bridge and to the creek. This makes it much more difficult to deal with as the only chemical found to be effective cannot be used in a riparian zone. Research is ongoing for ideas to remove them from the creek area . ZK
- Noxious Pests Program woke up in 2015 and was quite busy with escalated calls about Cherry Fruit Fly and Spotted Wing Drosophila infestations (SWD). SWD adds a new component to the attempt at controlling species that affect commercial growers and as a result, a new Bylaw will be presented to the Board for its consideration and a brochure created for distribution to homeowners in Q4. Zoe contacting local nurseries to define good list of alternatives to plant instead of cherry trees. ZK
- Naramata Rat Mitigation Pilot Project saw 20 participants using the Orkin 90 day plan. Homeowners are reimbursed \$125 (half) the contract costs. The effectiveness of the program will be monitored in spring 2016. West Bench residents are also being reimbursed if they take part in an Orkin Program - and no advertising has been done at this point. Zoe has been approached by other regions and Cities to discuss the escalating issues with rats.
- RDOS WildSafeBC program underway. Due to weather and fires, much more bear activity reported in areas that have not had issues. Summer student worked mainly in Princeton and Summerland this season, as they are the two hot spot areas in the region. Deer Committee meets in late October to continue looking for solutions and how the new funds from BC Gov't (\$100,000) is to be spent. ZK
- Goose Control program is complete for the season (Naramata). ZK
- OBWB - Make Water Work campaign is completed. Billboards are still up, but print and radio ads are finished. Contest to win \$6000 low water make-over was won in the Central Okanagan. ZK
- RBC Blue Water Grant 2014/15 \$90,000- The last of the 5 demonstration gardens to be completed. All plantings is done and signage and manuals to be completed in Q4. ZK
- RBC Blue Water Project Grant 2015/16 \$100,000 awarded May 21st on Board Day is already

underway. Outreach materials being developed through collaboration with OBWB, OASISS, and MoE. A mobile educational unit is being constructed for 2016 to be ready for the home and boat show season. ZK

- Free Roaming Horse issue crosses over with Community Services. PW Projects Coordinator Zoe Kirk tasked to work with PIB on the issue. The PIB community have provided Chief and Council the directive to impose Bylaws and actively work to reduce herd size. In September, the PIB launched a Range and Animal Management Department. Dolly Kruger has been hired into a position in that department to deal with the domestic animal issues and Cailyn Glasser has been contracted to work on lands assessments and rehabilitation plans. The new Animal Control Bylaw is to be ratified in October. Once that is complete, the horse and animal owners will have a grace period to come into compliance. ZK

PLANNED ACTIVITIES FOR Q4 OF 2015:

SOLID WASTE

- CML Gas Management Facility – Application for “substituted requirements” to address methane gas through a bio-cover system.
- Apex Transfer Station Design.
- Continue implementation of MMBC programs.
- Survey of waste slope at the Okanagan Falls Landfill.
- Begin New Scale Software for the Landfills project.

WATER

- West Bench Water System – A RFQ for the design of a second water reservoir will be sent out, awarded and the design will begin.
- Naramata Metering Pilot Project – Meter reading continues and water usage summary will be sent out. Report to be received of water usage data.
- Naramata stand-by power supply – Completion of design.
- Faulder Water Supply Upgrade – Completion by end of November.
- Complete West Bench Water Conservation Report and bring it to the Board for endorsement.
- West Bench Water Meters Project – Meter reading to continue; prepare and send out water use summary report to the residents. Work on water rates structure for West Bench for 2016.
- Willowbrook Water Utility – Service being created
- Olalla Water System – Olalla Water System Upgrade design to be awarded and begin including phased cost estimates. Approval of works to commence as per Committee endorsement.

WASTEWATER

- Gallagher Lake sewer system service area petitions are ongoing.

OTHER PROJECTS/PROGRAMS

- Similkameen Watershed Water Quantity/Quality Sustainability Plan – Phase 3 of the project will proceed to Request for Proposal.

Respectfully submitted:

R. Huston, Public Works Manager



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Protective Services Committee

Thursday, October 15, 2015

9:30am

REGULAR AGENDA

A. APPROVAL OF AGENDA

B. Superintendent Kevin Hewco, Officer in Charge of the Penticton RCMP Detachment

Supt. Hewco will provide a quarterly RCMP update for the Okanagan-Similkameen, including sub-regional/ area breakdowns where possible

C. Q3 2015 Activity Report – For Information Only

D. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Protective Services Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 15, 2015

RE: Third Quarter Activity Report – For Information Only

COMMUNITY SERVICES DEPARTMENT

Fire Services, Emergency Management, Policing, 911

Activities in Q3 2015:

- Activation of the Regional Emergency Operation Center (EOC) for Sidley Mountain, Wilson Mountain and Testalinden Creek wildfires
- Continued implementation of the Regional Fire Radio Communications upgrade project
- Continued discussions with Regional Fire Chiefs on the B.C. Office of the Fire Commissioner's "Playbook" for impact on local fire services
- Facilitated a Hazard Risk and Vulnerability Assessment (HRVA) workshop in the Town of Osoyoos
- Continued research and development of a Fire Department Vehicle and Equipment Use Policy and review of a proposed Alcohol in Public Building policy

Planned Activities for Q4 2015:

- Carry out a 2015 wildfires EOC activities debrief
- Coordinate a public information meeting with residents to consider the expansion of the Naramata Fire Service boundary
- Continue implementation of the Regional Fire Radio Communications upgrade project with a 'go live' implementation for end of 2015
- Complete the Fire Department Vehicle and Equipment Use Policy and Alcohol in Public Buildings policy for presentation to the Board
- Coordinate and participate in an emergency planning workshop/tabletop exercise in Osoyoos
- Review the Burning Bylaw and enforcement practices with the Regional Fire Chiefs Committee
- Support the Volunteer Fire Departments with 2016 budget process
- Work with the Ministry of Transportation and Infrastructure to install Fire Service boundary markers along roadways
- Develop the 2016 Emergency Operations Center (EOC) training opportunities for the Region

Respectfully submitted:

A handwritten signature in blue ink, appearing to read "M. Woods". The signature is stylized and somewhat cursive.

M. Woods, Manager of Community Services



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Planning and Development Committee

Thursday, October 15, 2015

10:30am

REGULAR AGENDA

A. APPROVAL OF AGENDA

B. Review of Board Policies – Minimum Frontage Requirement for Subdivision

To provide an overview of the Board's current policy regarding Section 944 (Parcel frontage on highway) of the *Local Government Act* which requires that new parcels being created by subdivision have a minimum frontage to the highway of 10%.

RECOMMENDATION 1

THAT the Board of Directors rescind RDOS Policy No. P6410-00.04 (Applications for Relaxation of the Ten Percent Frontage Requirement); and,

THAT the Board of Directors initiate Amendment Bylaw No. 2509.02, 2015, to the Regional District of Okanagan-Similkameen Delegation of Local Government Authority Bylaw No. 2509, 2010.

C. Review of Board Policies – Variances to Servicing Requirements

To provide an overview of the Board's current policy regarding proposed variances to community water, sewer, drainage or highway works comprised within the Regional District's Subdivision Servicing Bylaw.

RECOMMENDATION 2

THAT the Board of Directors rescind RDOS Policy No. P6410-00.07 (Development Variance Permits); and,

THAT the Board of Directors initiate Amendment Bylaw No. 2500.06, 2015, to the Regional District of Okanagan-Similkameen Development Procedures Bylaw No. 2500, 2011.

- D. Termination of Land Use Contract No. LU-3-D — Public Consultation Outcomes Heritage Hills and Lakeshore Highlands, Electoral Area “D-2”**
- a. Feedback forms

To provide an update on consultation undertaken with residents and property owners in the Lakeshore Highlands and Heritage Hills neighbourhoods of Electoral Area “D” regarding the proposed removal of Land Use Contract (LUC) No. LU-3-D.

RECOMMENDATION 3

THAT Land Use Contract No. LU-3-D be replaced with a Small Holdings Five Site Specific (SH5s) Zone at the Lakeshore Highlands and Heritage Hills neighbourhoods of Electoral Area “D”.

- E. Electoral Area “D-1” Official Community Plan update – Significant Changes**
- a. Electoral Area “D-1” Official Community Plan update
- b. Presentation
- c. Future Vision for the Green Mountain Road community – from residents
- d. Staff response
- e. Parkland / Parkland Dedication Policies

The purpose of this report is to provide an overview of the significant policy changes anticipated in the updated Electoral Area “D-1” Official Community Plan (OCP).

RECOMMENDATION 4

THAT the summary of the significant changes to the Electoral Area “D-1” Official Community Plan be received for information only; and

THAT the Board of Directors support all Resource Area (RA) properties to remain as 20 ha minimum parcel size with no re-designations within the Plan area.

- F. Q3 2015 Activity Report – For Information Only**
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- G. ADJOURNMENT**

ADMINISTRATIVE REPORT



TO: Planning & Development Committee
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Review of Board Policies – Minimum Frontage Requirement for Subdivision

Administrative Recommendation:

THAT the Board of Directors rescind RDOS Policy No. P6410-00.04 (Applications for Relaxation of the Ten Percent Frontage Requirement);

AND THAT the Board of Directors initiate Amendment Bylaw No. 2509.02, 2015, to the Regional District of Okanagan-Similkameen Delegation of Local Government Authority Bylaw No. 2509, 2010.

Purpose:

The purpose of this report is to provide an overview of the Board's current policy regarding Section 944 (Parcel frontage on highway) of the *Local Government Act* which requires that new parcels being created by subdivision have a minimum frontage to the highway of 10%.

References:

[Policy No. P6410-00.04](#) (Applications for Relaxation of the Ten Percent Frontage Requirement)

Background:

At a meeting in January of 1994, the Board adopted its current policy regarding proposals that seek to vary the requirement for a 10% frontage for new parcels to be created by subdivision, specifically:

Applications for relaxation of the ten percent (10%) frontage requirement are to be delegated to the Regional Approving Officer for approval.

A copy of the Approving Officer's decision is to be requested and a copy retained for the District's records.

This Policy relates to Section 944 of the *Local Government Act*, which states that parcels to be created by subdivision must have a frontage on a highway that is the greater of:

- (a) 10% of the perimeter of the lot that fronts on the highway, and*
- (b) the minimum frontage that the local government may, by bylaw, provide.*

This section further states that a local government may exempt a parcel from this requirement and can further delegate, in accordance with Section 176(1)(e) (Corporate powers) of the Act, this authority to "an approving officer".

Alternative:

THAT the Board of Directors not rescind RDOS Policy No. P6410-00.04 (Applications for Relaxation of the Ten Percent Frontage Requirement).

Analysis:

In considering this policy, Administration notes that minimum frontage and minimum parcel width requirements are generally used to forestall the creation of narrow lots and to ensure that a sufficient buildable area is provided for new parcels.

While the Regional District has implemented minimum parcel width requirements for almost all of its zones (i.e. “not less than 25% of parcel depth”), it has not implemented similar minimum road frontage requirements.

In place of such frontage requirements — and in accordance with Policy No. P6410-00.04 — the Regional District has been relying on the Provincial Approving Officer to exercise their judgement when dealing with requests to exempt a parcel from Section 944.

Should the Board be of an opinion to change this policy direction, an amendment to the Subdivision Servicing Bylaw would be required in order to specify minimum frontage requirements by zone. This would also necessitate that requests for exemptions from specified frontage requirements be considered by the Board (or its delegate).

The section of the Act which allows for the Board to delegate authority to the Provincial Approving Officer is the same section under which the Board’s Delegation of Local Government Authority Bylaw No. 2509, 2010, is authorized.

In the interest of consolidating all delegated authorities in one document Policy No. P6410-00.04 should be rescinded and Bylaw No. 2509 be amended to reference exemptions from Section 944(1) being delegated to the Provincial Approving Officer (see Attachment No. 1).

As there will be no opportunity for the Board to reconsider decisions of the Approving Officer as suggested by Section 5.0 (Reconsideration by the Regional Board) of Bylaw No. 2509, it is proposed that this delegation be in the form of a new Schedule ‘B’ to the bylaw.

Respectfully submitted:



C. Garrish, Planning Supervisor

Endorsed by:

Donna Butler

D. Butler, Development Services Manager

Attachments: No. 1 – Draft Amendment Bylaw No. 2509.02

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2509.02

**A Bylaw to amend the Regional District Okanagan-Similkameen
Delegation of Local Government Authority Bylaw No. 2509, 2010**

WHEREAS pursuant to Section 176(1)(e) of the *Local Government Act*, a Board may, by bylaw, delegate to its officers and employees powers, duties and functions; and,

WHEREAS the Board desires to amend the delegation of authority for certain matters; and,

WHEREAS pursuant to Section 192(1) of the *Local Government Act*, the bylaw was adopted by at least two-thirds (2/3) of the votes cast;

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

1. This bylaw may be cited as “Regional District of Okanagan-Similkameen Delegation of Local Authority Amendment Bylaw No. 2509.02, 2015”
2. The Regional District of Okanagan-Similkameen Delegation of Local Government Authority Bylaw No. 2509, 2010 is hereby amended as follows:
 1. amending Section 3.1 to read as follows:
 1. The Regional Board hereby delegates to the Chair and to the positions set out in Schedules ‘A’ and ‘B’ attached to this bylaw, the powers, duties and functions of the Regional Board as listed in Schedules ‘A’ and ‘B’, subject to any limitations on that delegated authority.
 2. adding a new schedule following Schedule ‘A’ to read as follows:

SCHEDULE 'B'

Regional District of Okanagan-Similkameen Bylaw No. 2509, 2010

1.0 Authority

The provincial Approving Officer has authority to execute the following documents on behalf of the Regional District of Okanagan-Similkameen:

1. Applications to exempt a parcel from the statutory minimum frontage requirement provided for in sub-section 944(1) of the *Local Government Act*.

READ A FIRST TIME this ___ day of _____, 2015.

READ A SECOND TIME this ___ day of _____, 2015.

READ A THIRD TIME this ___ day of _____, 2015.

ADOPTED by at least two-thirds (2/3) of the votes this ___ day of _____, 2015.

Chair

Corporate Officer

ADMINISTRATIVE REPORT



TO: Planning & Development Committee
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Review of Board Policies – Variances to Servicing Requirements

Administrative Recommendation:

THAT the Board of Directors rescind RDOS Policy No. P6410-00.07 (Development Variance Permits); AND THAT the Board of Directors initiate Amendment Bylaw No. 2500.06, 2015, to the Regional District of Okanagan-Similkameen Development Procedures Bylaw No. 2500, 2011.

Purpose:

The purpose of this report is to provide an overview of the Board's current policy regarding proposed variances to community water, sewer, drainage or highway works comprised within the Regional District's Subdivision Servicing Bylaw.

References:

[Policy No. P6410-00.07](#) (Development Variance Permits)

Background:

At its meeting of April 5, 2001, the Board adopted its current policy regarding requests to vary the requirements of the Subdivision Servicing Bylaw, specifically:

Applications for development variance permits to reduce or eliminate required community water, sewer, drainage or highway works and services shall be supported by a report prepared by a professional engineer at the applicant's costs, outlining:

- a) any alternative works proposed;*
- b) any detrimental impacts which may arise if the proposed variance is granted; and*
- c) any mitigation works or measures proposed to be provided.*

The Board will consider exceptions from this policy in appropriate circumstances.

Legislatively, the Regional District's Subdivision Servicing Bylaw has been adopted under Part 26, Division 11 (Subdivision and Development Requirements) of the *Local Government Act*.

Under Section 922 of the Act, the Regional District may issue a development variance permit for any servicing provision enacted under Division 11, while Section 895 establishes the need for bylaw procedures and requirements when a property owner is preparing a variance application.

Alternative:

THAT the Board of Directors not rescind RDOS Policy No. P6410-00.07 (Development Variance Permits).

Analysis:

Administration considers that the need for a professional engineer's report in support of variances related to community water, sewer, drainage or highway works requirements under the Subdivision Servicing Bylaw to be more appropriately located within the Regional District's Development Procedures Bylaw No. 2500, 2011.

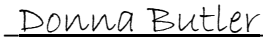
Accordingly, it is being proposed that the Board rescind Policy No. P6410-00.07 and replace its provisions with a similar set of requirements in the Development Procedures Bylaw.

Respectfully submitted:



C. Garrish, Planning Supervisor

Endorsed by:



D. Butler, Development Services Manager

Attachments: No. 1 – Draft Amendment Bylaw No. 2500.06, 2015

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
BYLAW NO. 2500.06, 2015

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

The REGIONAL BOARD of the Regional District of Okanagan-Similkameen in open meeting assembled, ENACTS as follows:

1. This Bylaw may be cited for all purposes as the "Regional District of Okanagan-Similkameen Development Procedures Amendment Bylaw No. 2500.06, 2015."
2. The "Regional District of Okanagan-Similkameen Development Procedures Bylaw No. 2500, 2011" is amended by:
 - (i) adding a new sub-Section 1.7 under Schedule 4 (Application for a Development Variance Permit) to read as follows:
 - .7 Professional Reports
 - a) Where an application proposes to vary a servicing requirement specified under the Subdivision Servicing Bylaw, the application shall be accompanied by an assessment report from a qualified professional engineer outlining:
 - d) any alternative works proposed;
 - e) any detrimental impacts which may arise if the proposed variance is granted; and
 - f) any mitigation works or measures proposed to be provided.

READ A FIRST TIME on the __ day of ____, 2015.

READ A SECOND TIME on the __ day of ____, 2015.

READ A THIRD TIME on the __ day of ____, 2015.

ADOPTED on the __ day of ____, 2015.

Board Chair

Corporate Officer

ADMINISTRATIVE REPORT



TO: Planning & Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 15, 2015

RE: Termination of Land Use Contract No. LU-3-D — Public Consultation Outcomes
Heritage Hills and Lakeshore Highlands, Electoral Area “D-2”

Administrative Recommendation:

THAT Land Use Contract No. LU-3-D be replaced with a Small Holdings Five Site Specific (SH5s) Zone at the Lakeshore Highlands and Heritage Hills neighbourhoods of Electoral Area “D”.

Purpose:

The purpose of this report is to provide an update on consultation undertaken with residents and property owners in the Lakeshore Highlands and Heritage Hills neighbourhoods of Electoral Area “D” regarding the proposed removal of Land Use Contract (LUC) No. LU-3-D.

Background:

At the May 7, 2015 meeting of the Planning and Development (P&D) Committee, LU-3-D which was previously thought to have been discharged in 1982-83 had not been properly removed from title.

As a result, the Official Community Plan (OCP) designations of Low Density Residential (LR) and Small Holdings (SH) and zoning district of Residential Single Family One (RS1) that were previously applied to these properties are of no effect and the terms of Land Use Contract No. LU-3-D remains in force.

At its subsequent meeting of May 21, 2015, the P&D Committee resolved to “initiate amendments to the Electoral Area “D” Official Community Plan (OCP) Bylaw No. 2603, 2013, and Electoral Area “D” Zoning Bylaw No. 2455, 2008, in order to discharge and terminate Land Use Contract No. LU-3-D.”

As part of this process, a public consultation process with affected residents and land owners was initiated, including a public information meeting held on July 6, 2015, at the Community Centre in Okanagan Falls (attended by 40-50 persons).

As a result of feedback received at this meeting, it was resolved to continue progressing the discharge of the LUC from “Vintage Views” (which was subsequently completed at the Board’s meeting of September 3, 2015), but to undertake further consultation in relation to the Lakeshore Highlands and Heritage Hills neighbourhoods.

This additional consultation included the drafting of an alternate Small Holdings Five Site Specific (SH5s) Zone in place of the RS1 Zone that had originally been proposed, and the convening of a second public information meeting on September 23, 2015 (attended by 30-40 persons) in order to obtain feedback on this proposed zoning.

Alternative:

THAT Land Use Contract No. LU-3-D not be replaced with a Small Holdings Five Site Specific (SH5s) Zone at the Lakeshore Highlands and Heritage Hills neighbourhoods of Electoral Area “D”.

Analysis:

When Administration originally proposed the “early termination” of LU-3-D to the Board, this included the introduction of an SH5 Zone to Lakeshore Highlands (reflecting this neighbourhood’s continued regulation by the LUC) and an RS1 Zone to Heritage Hills as this was the zoning that governed the development of this neighbourhood and was the zoning most property owners likely thought they were buying into when they purchased their parcel(s).

Based upon initial feedback received from residents of both Lakeshore Highlands and Heritage Hills, neither of these zonings was preferred. In the case of the RS1 Zone, this is an “urban” type of zoning usually found in townsites such as Naramata, Okanagan Falls, Coalmont or Tulameen and allows for a minimum parcel size of 667 m². Residents indicated a preference to see Heritage Hills remain rural-residential with parcel sizes staying at a ½ acre (i.e. 2,000m²), and were concerned that the RS1 Zone could facilitate subdivision and densification of the neighbourhood.

With regard to the SH5 Zone, concerns were expressed about a number of the permitted uses, such as agriculture (i.e. livestock), animal hospitals and home industries.

Alternatively, residents attending the July 6th public information meeting requested a “new” zone incorporating their preferred aspects of the RS1 (uses) and SH5 (parcel size) Zones. In response, and in recognition of the 2013 Electoral Area “D-2” OCP Review designating a preferred future land use for Heritage Hills and Lakeshore Highlands of Small Holdings (SH), Administration prepared a draft SH5 Site Specific Zone which limits permitted uses to residential (i.e. “single detached dwellings”) and parcel sizes to 2,020 m².

This new zoning was the subject of a second public information meeting on September 23, 2015, where approximately 83 written representations were received in support, with approximately 1 representation opposed (see Attachment No. 3).

On this basis, Administration is recommending that the Board initiate Amendment Bylaw No. 2455.19, in order to terminate the LUC and replace it with a SH5s Zone. The Board is also asked to be aware that there are two agricultural parcels in the Agricultural Land Reserve (ALR) that will be affected by this amendment bylaw. Based upon comments received from the Agricultural Land Commission (ALC), it is being proposed to introduce an Agriculture Three (AG3) Zone to these parcels.

Similar to the recent termination of LU-3-D from Vintage Views, Administration is proposing to extend the opportunity to any interested property owner of participating in an alternate “voluntary discharge” process to October 30, 2015.

Respectfully submitted:



C. Garrish, Planning Supervisor

Endorsed by:



D. Butler, Development Services Manager

Attachments: No. 1 – Comparison of SH5s & LU-3-D Provisions
No. 2 – Proposed OCP Designations and Zoning

No. 3 – Representations

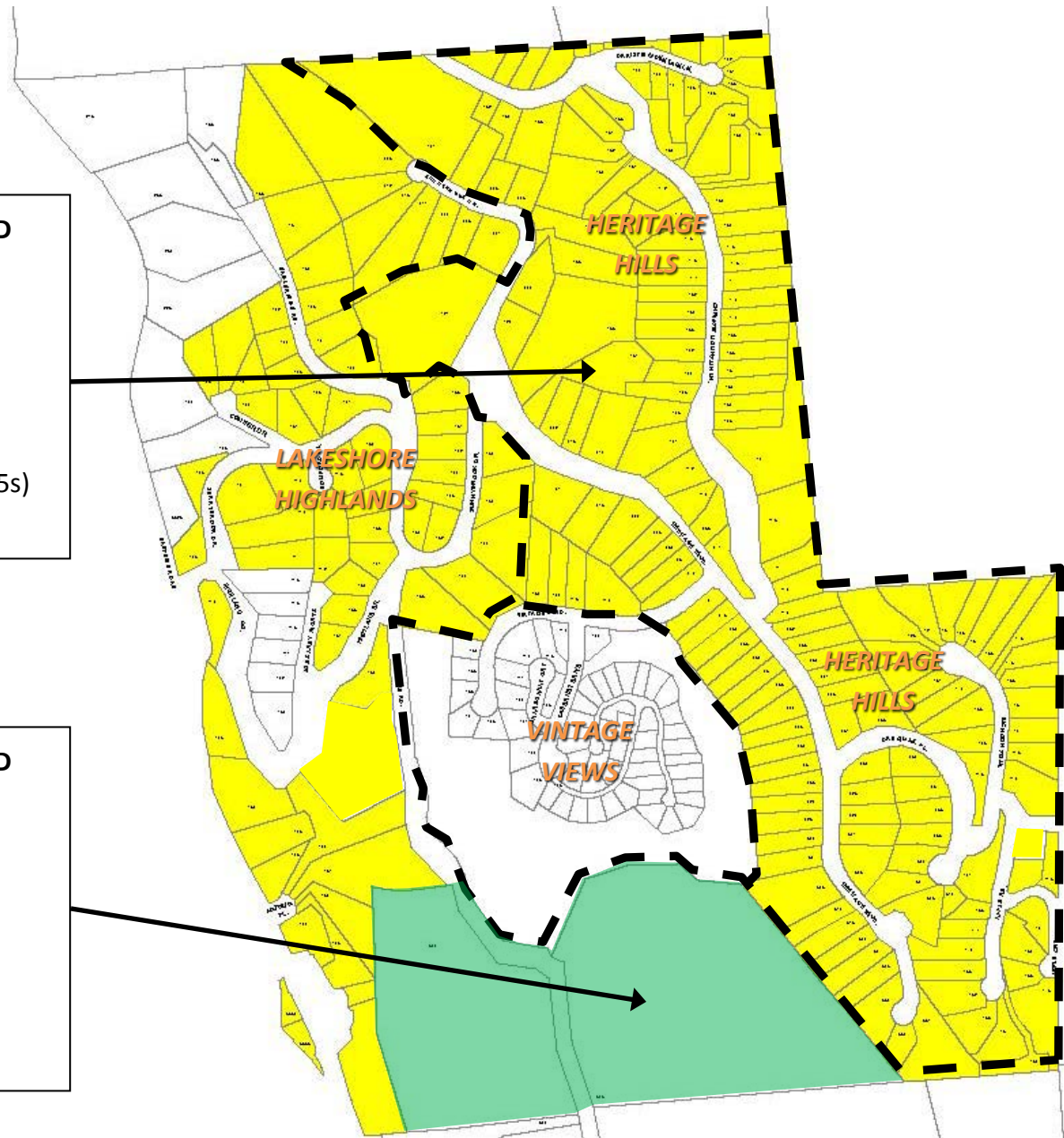
Attachment No. 1 – Comparison of SH5s & LU-3-D Provisions

Proposed SH5s Zone	Land Use Contract LU-3-D
<p>Permitted Uses: <u>Principal uses:</u> a) single detached dwellings; <u>Secondary uses:</u> b) home occupations; c) bed and breakfast operation; and d) accessory buildings and structures.</p>	<p>Permitted Uses: a) agriculture (including livestock and kennels); b) single family dwellings; c) mobile homes; d) home occupations, subject to Section 7.17; e) parks, playgrounds and cemeteries; f) public service or utility buildings and structures; g) accessory buildings and structures.</p>
<p>Minimum Parcel Size: a) 2,020 m², subject to servicing requirements</p>	<p>Minimum Parcel Size: a) 0.5 acre (2,020 m²)</p>
<p>Minimum Parcel Width: a) Not less than 25% of the parcel depth</p>	<p>Minimum Parcel Width: <i>Not applicable</i></p>
<p>Maximum Density: <i>Not applicable</i></p>	<p>Maximum Density: a) one (1) lot per acre</p>
<p>Maximum Number of Dwellings Per Parcel: a) one (1) dwelling per parcel; and b) one (1) secondary suite per parcel.</p>	<p>Maximum Number of Dwellings Per Parcel: a) one (1) dwelling per parcel</p>
<p>Minimum Setbacks: a) Principal buildings: i) Front parcel line: 7.5 metres ii) Rear parcel line: 7.5 metres iii) Exterior side parcel line: 4.5 metres iv) Interior side parcel line: 1.5 metres b) Accessory buildings and structures: i) Front parcel line: 7.5 metres ii) Rear parcel line: 1.5 metres iii) Exterior side parcel line: 4.5 metres iv) Interior side parcel line: 1.5 metres</p>	<p>Minimum Setbacks: a) Principal buildings: i) Front parcel line: 25 feet (7.6m) ii) Rear parcel line: 25 feet (7.6m) iii) Exterior side parcel line: 15 feet (4.6m) iv) Interior side parcel line: 10 feet (3.1m); 5 feet 1.5m).</p>
<p>Maximum Height: a) No principal building shall exceed a height of 10.0 metres; b) No accessory building or structure shall exceed a height of 5.5 metres</p>	<p>Maximum Height: a) twenty-five (25) percent of lot or site depth or 50 feet (15.24 metres) whichever is less. In no case shall a dwelling exceed a height of thirty (30) feet (9.14 metres).</p>
<p>Maximum Parcel Coverage: a) 35%</p>	<p>Maximum Parcel Coverage: a) 30%</p>
<p>Minimum Floor Area: <i>Not applicable</i></p>	<p>Minimum Floor Area: a) No dwelling unit, factory built unit home or mobile home on sites less than five (5) acres (2.0 ha) shall have a floor area of less than 750 sq. ft (69.68 m²)</p>

Attachment No. 2 – Proposed OCP Designations and Zoning

Terminate Land Use Contract No. LU-3-D
AND
Amend OCP Bylaw No. 2603, 2013:
to: Small Holdings (SH)
AND
Amend Zoning Bylaw No. 2455, 2008:
to: Small Holdings Five Site Specific (SH5s)
(YELLOW SHADED AREAS)

Terminate Land Use Contract No. LU-3-D
AND
Amend OCP Bylaw No. 2603, 2013:
to: Agriculture (AG)
AND
Amend Zoning Bylaw No. 2455, 2008:
to: Agriculture Three (AG3)
(GREEN SHADED AREAS)



FEEDBACK FORMS INCLUDED— LAND USE CONTRACT (LU-3-D)

- Ministry Responses;
- Feedback Forms – October 1, 2015; and
- Feedback Forms – July 8, 2015

Lauri Feindell

From: Collins, Martin J ALC:EX <Martin.Collins@gov.bc.ca>
Sent: April-28-15 10:39 AM
To: Lauri Feindell
Cc: Christopher Garrish
Subject: RE: Heritage Hills Land use Contract - agency referrals

Lauri/Chris

This is to advise that the ALC has no objection to the designation of the easterly block of ALR as AG3.

However, the ALC does not support the re-zoning of the westerly ALR block as AG1, which permits a minimum lot size of 4 ha. Instead the ALC requests that the westerly block be re-zoned as AG3 (which permits a minimum lot size of 20 ha) to reduce speculation and subdivision pressure.

Thank you for the opportunity to comment on the draft bylaw.

Regards,

Martin Collins
Regional Planner
Agricultural Land Commission
#133 4940 Canada Way
Burnaby, BC, V5G 4K6
martin.collins@gov.bc.ca
604-660-7021

From: Lauri Feindell [<mailto:lfeindell@rdos.bc.ca>]
Sent: Tuesday, April 28, 2015 7:29 AM
To: Collins, Martin J ALC:EX; Withler, Carl AGRI:EX; HBE@interiorhealth.ca; Cooper, Diana FLNR:EX; Referral Apps REG8 FLNR:EX; fbclands@fortisbc.com; XT:Shongrunden, Ron FIN:IN; onareception@syilx.org; PIB Referrals (referrals@pib.ca); speedway17@shaw.ca
Cc: Christopher Garrish
Subject: Heritage Hills Land use Contract - agency referrals
Importance: High

Please find attached a Bylaw Referral along with the draft bylaws D2455.19 and D2603.04. Please forward any comments you may have to planning@rdos.bc.ca **by Tuesday, May 12, 2015.**

If you have any questions, please contact Christopher Garrish at 250-490-4101 or cgarrish@rdos.bc.ca.

Sincerely,

From: Lauri Feindell
Sent: April-28-15 9:19 AM
To: Christopher Garrish
Subject: FW: Proposed Bylaw 2455.19

FYI

From: Bitte, Rob TRAN:EX [<mailto:Rob.Bitte@gov.bc.ca>]
Sent: April-28-15 9:06 AM
To: Lauri Feindell
Subject: Proposed Bylaw 2455.19

Hi Lauri,

I just did some research and as expected, our approval for Land Use Contacts (amend or discharge) is only within the 800 metre radius from an intersection with a Controlled Access Highway. I will "close" your referral from this morning (File: 2015-02001)

Regards,

Rob Bitte | District Development Technician | BC Ministry of Transportation and Infrastructure
T 250.490.2280 | C 250.809.6886 | E rob.bitte@gov.bc.ca

Lauri Feindell

From: Beaupre, John <John.Beaupre@interiorhealth.ca>
Sent: May-08-15 2:43 PM
To: Planning
Subject: Amendment Bylaws Area D - RDOS Files: D2015.020-ZONE and D2015.021-ZONE
Attachments: D2015 020-ZONE (LUC-3-D).pdf

Attention Christopher Garrish, MCIP RPP
Regional District of Okanagan-Similkameen
101 Martin Street, Penticton, BC
V2A 5J9

Dear Mr. Garrish:

Re: Termination of Land Use Contract LU-3-D and Introduction of Zoning

Thank you for the opportunity to provide comment on the above referenced and attached bylaw referral.

This office has no objection or concern to the proposed discharge of Land Use Contract LU-3-D and introduction of land use designations under the Official Community Plan Bylaw and the Zoning Bylaw.

Please contact me with any questions you may have.

Thank you.

John C. Beaupre, C.P.H.I.(C)
Environmental Health Officer
Interior Health Authority
Penticton Health Protection
105 – 550 Carmi Avenue, Penticton, BC, V2A 3G6
Bus: (250) 770-5540
Direct: (250) 492-4000 Ext: 2744
Cell: (250) 809-7356
Fax: (250) 770-5541
Email: john.beaupre@interiorhealth.ca
Web: www.interiorhealth.ca

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May 6, 2015

File: 58000-20/103541
Your File: D2015.020-ZONE and
D2015.021-ZONE

Regional District of Okanagan Similkameen
101 Martin Street
Penticton BC V2A 5J9

Attention: Christopher Garrish

Re: Bylaw referral for "Lakeshore Highlands", "Heritage Hills" and "Vintage Landing" located approximately 6km north of Okanagan Falls

The Ecosystems Section of the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) provides the following response to the above noted referral.

To ensure proposed activities are planned and carried out with minimal impacts to the environment and in compliance with all relevant legislation, the proponent and approving agency are advised to adhere to guidelines in the provincial best management practices (BMP's) document: Develop with Care: Environmental Guidelines for Urban & Rural Land Development (<http://www.env.gov.bc.ca/wld/BMP/bmpintro.html>).

It is the proponent's responsibility to ensure their activities are in compliance with all relevant legislation.

If you have any other questions or require further information please feel free to contact me.

Yours truly,

Grant Furness
Ecosystems Section Head

GF/cl

Ministry of
Forests, Lands and
Natural Resource Operations

Resource Management
Thompson Okanagan Region
102 Industrial Place
Penticton, BC V2A 7C8

Telephone: (250) 490-8200
Facsimile: (250) 490-2231



Lauri Feindell

From: Danielson, Steven <Steven.Danielson@fortisbc.com>
Sent: May-13-15 4:37 PM
To: Planning; Christopher Garrish
Cc: Mirsky, Nicholas
Subject: Heritage Hills, Lakeshore Highlands & Vintage Views, RDOS (D2015.020-Zone, D2015.021-Zone)

With respect to the above noted file,

There are primary distribution and transmission facilities throughout this subdivision and within the boundary of select properties. The proposed changes to the land use designations of the existing properties do not appear to affect the existing facilities. The applicant is responsible for costs associated with any change to the subject property's existing service, if any, as well as the provision of appropriate land rights where required.

Otherwise, FortisBC Inc. (Electric) has no concerns with this circulation.

In order to initiate the design process, the customer must call 1-866-4FORTIS (1-866-436-7847). It should be noted that additional land rights issues may arise from the design process but can be dealt with at that time, prior to construction.

If you have any questions or comments, please contact me at your convenience.

Best Regards,

Steven Danielson,
Contract Land Agent for:

Nicholas Mirsky, B.Comm., AACI, P.App.
Land Agent | Lands & Planning | FortisBC Inc.

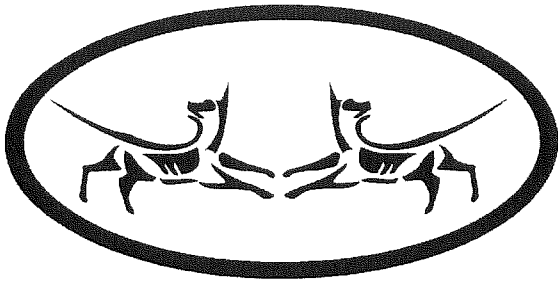
2850 Benvoulin Rd
Kelowna, BC V1W 2E3
Office: 250.469.8033
Mobile: 250.718.9398
Fax: 1.866.636.6171
nicholas.mirsky@fortisbc.com



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Penticton Indian Band

R.R. #2, Site 80, Comp.19
 Penticton, British Columbia
 Canada V2A 6J7
 Telephone: 250-493-0048 Fax: 250-493-2882

April-28-15

**WITHOUT PREJUDICE AND NOT TO
 BE CONSTRUED AS CONSULTATION**

Regional District of Okanagan Similkameen
 101 Martin Street
 Penticton, BC V2A 5J9

RTS #: 954
 Referral ID: 2015-04-28 ZON 954
 Ref No.: D2455.319 D2603.04 D2015.020
 Date: April-27-15

Attention: Christopher Garrish

We are in receipt of the above referral. The proposed activity is located within Okanagan Nation Territory and the PIB Area of Responsibility. All lands and resources within the vicinity of this referral are subject to our unextinguished Aboriginal Title and Rights.

The Supreme Court of Canada in the *Tsilhqot'in* case has confirmed that the province and Canada have been applying an incorrect and impoverished view of Aboriginal Title, and that Aboriginal Title includes the exclusive right of Indigenous People to manage the land and resources as well as the right to benefit economically from the land and resources. The Court therefore concluded that when the Crown allocates resources on Aboriginal title lands without the Indigenous peoples' consent, it commits a serious infringement of constitutionally protected rights that will be difficult to justify.

Penticton Indian Band has specific referral processing requirements for both government and proponents which are integral to the exercise of our Rights to manage our lands and resources and to ensuring that the Crown can meet its duty to consult and accommodate our Rights, including our Aboriginal Title and management Rights. There is a cost associated with PIB referral processing and engagement. In accordance with PIB policy, proponents are required to pay a processing fee for each referral. This fee is as follows:

	SubTotal	Tax	Total
Admin (12%)	\$ 52.50	\$ 0.00	\$ 52.50
G.I.S. Tracking and Review (GIS Project Technican)	\$ 110.00	\$ 0.00	\$ 110.00
R.T.S. Data Entry (Technical Services)	\$ 80.00	\$ 0.00	\$ 80.00
Referral Assessment (Band Administrator)	\$ 67.50	\$ 0.00	\$ 67.50
Referral Coordination (Referrals Coordinator)	\$ 190.00	\$ 0.00	\$ 190.00
Total	\$ 500.00	\$ 0.00	\$ 500.00

INVOICE AMOUNT FOR PRELIMINARY OFFICE REVIEW \$500.00
 Please make cheque payable to Penticton Indian Band. re: P.C.132 RTS #954

¹The area over which PIB asserts Aboriginal Rights and Title under Section 35 of the Constitution Act, 1982

This fee must be paid within 30 days. Proper consultation and consideration of potential impacts cannot occur without the appropriate resources therefore it is only with payment that proper consultation can begin and the proposed activity/development can be fully reviewed.

Upon receipt of the processing fee, we will commence our review. You may then expect to receive a letter from us notifying you of the results of our review of potential impacts of the project within 30 to 90 days.

If the proposed activity requires a more in-depth review, Penticton Indian Band will notify the proponent and all parties will negotiate a memorandum of agreement regarding a process for review of the proposed activity.

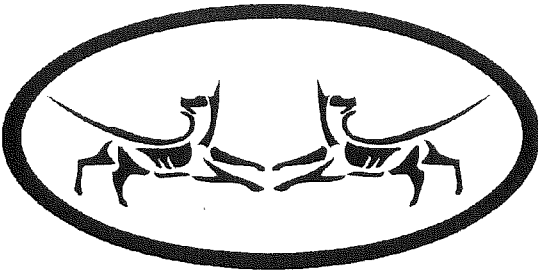
Please note that our participation in the referral and consultation process does not define or amend PIB's Aboriginal Rights and Title, or limit any priorities afforded to Aboriginal Rights and Title, nor does it limit the positions that we may take in future negotiations or court actions.

If you require further information or clarification, please do not hesitate to contact me.

Respectfully,

Lavonda Nelson
Data Management Clerk

¹The area over which PIB asserts Aboriginal Rights and Title under Section 35 of the Constitution Act, 1982



Penticton Indian Band

R.R. #2, Site 80, Comp.19
Penticton, British Columbia
Canada V2A 6J7
Telephone: 250-493-0048 Fax: 250-493-2882

WITHOUT PREJUDICE AND NOT TO
BE CONSTRUED AS CONSULTATION

April-28-15

Regional District of Okanagan Similkameen
101 Martin Street
Penticton, BC V2A 5J9

RTS#: 954
Referral ID: 2015-04-28 ZON 954
Reference #: D2455.319 D2603.04 D2015.020
Date: April-27-15

Attention: Christopher Garrish

RE: Request for a 60 (sixty) day extension

Thank you for the above application that was received on April-28-15.

This letter is to inform you that due to current levels of internal capacity, we are unable to review your referral in your proposed timeline. With additional time, Penticton Indian Band will be able to ensure that an informed review process will occur. We are setting the new timeline to be 60 days from the existing timeline.

Most recently, the Supreme Court of Canada in the Tsilquot'in case confirmed that the province has been applying an incorrect and restrictive test to the determination of Aboriginal Title, and that Aboriginal Title includes the exclusive right of a First Nation to decide how that land is used and the right to benefit economical from those uses.

Please note that not receiving a response regarding a referral from Penticton Indian Band in the pre-application, current or post-application stage does not imply our support for the project.

I appreciate your co-operation.

Respectfully,

Lavonda Nelson
Data Management Clerk



Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: James Reid
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

Written submissions received in relation to this process will be considered by the Regional District Board prior to 1st reading of any amendment bylaw and subsequently included in the public hearing binder.

RECEIVED

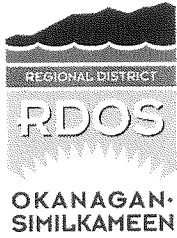
Regional District

SEP 17 2015

101 Martin Street

Penticton BC V2A 5J9

Feedback Forms must be completed and returned to the Regional District no later than **October 1, 2015**
In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

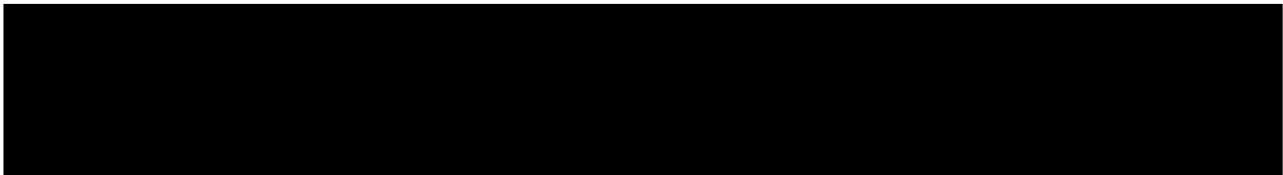
TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

BOB : SHERRY ADVOCATE

(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

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- I do support these bylaws, subject to the comments / conditions listed below.
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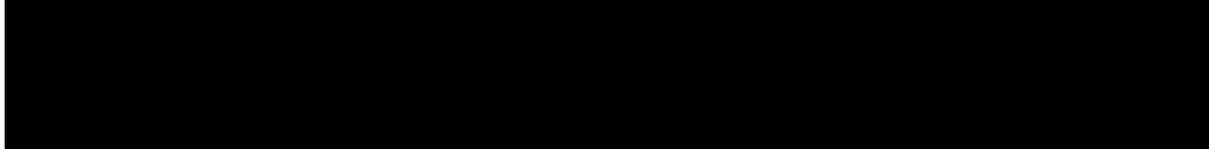
Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: Duane & Mary Higginson
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

OKANAGAN-SIMILKAMEEN

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

GRANT & Judy SHORTRIDGE
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

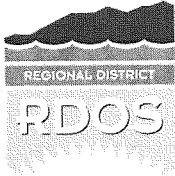
- I do support these bylaws.
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- I do not support these bylaws.

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca



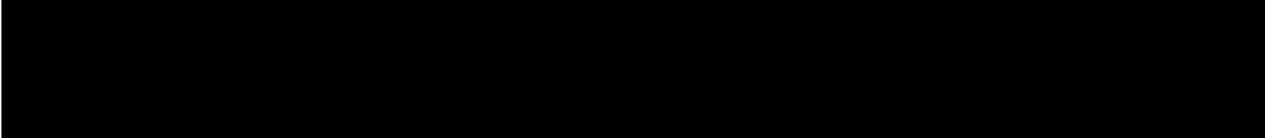
Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: RANDY + MARIA STOLTZ
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Forms must be completed and returned to the Regional District no later than **October 1, 2015**
In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca



Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: Viorel Morzitescu
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

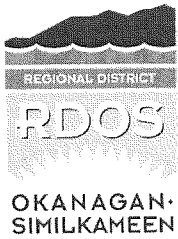
My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For more information visit: www.rdos.bc.ca
(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

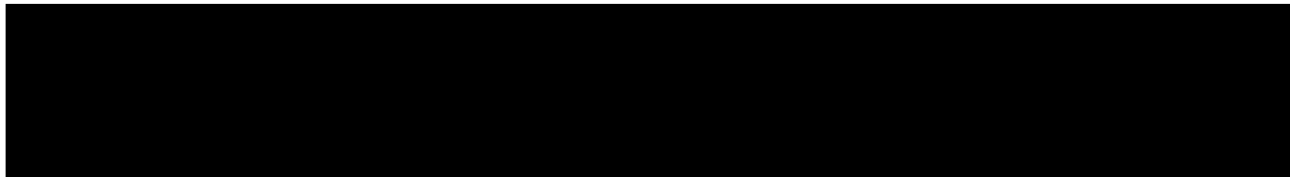
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

Shannon Wright + Mike Lucas
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

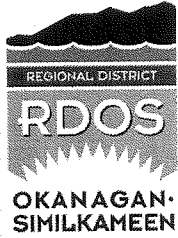
- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Form

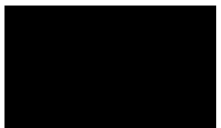
Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2015.020-ZONE

FROM: Name: Dave + Pat Evans
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are: 

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
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Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

Mark + Stella Ferguson - Davie
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
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Feedback Form

OKANAGAN-SIMILKAMEEN

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

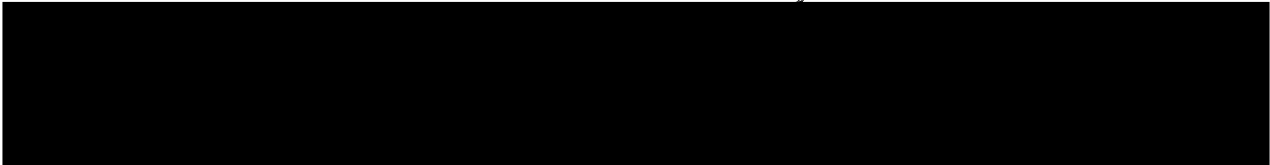
TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

DAVE & BAKI TUPPER

(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

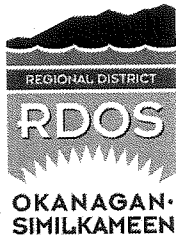
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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

KAREN & GARY BROWN
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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We support the bylaws that specify single family units only.

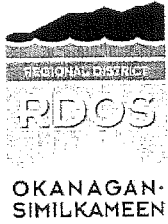
RECEIVED
Regional District

OCT - 1 2015

101 Martin Street

Penticton BC V2A 5J9

Feedback Forms must be completed and returned to the Regional District no later than **October 1, 2015**
In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: RANDY + BETTY FARMER
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For more information visit: www.rdos.bc.ca

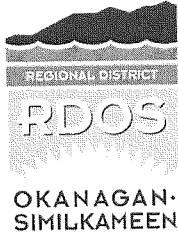
(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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1. NO SHORT TERM RENTALS! (VACATION)

2. INCREASED COMMUNITY POLICING

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In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

B Bordin

(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Please no allowance for vacation rentals or bed and breakfast.

RECEIVED

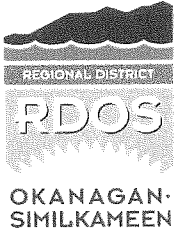
Regional District

SEP 17 2015

101 Martin Street

Penticton BC V2A 5J9

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In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

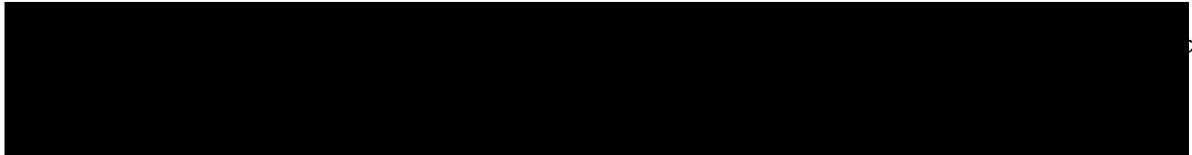
TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

Michael Weckel

(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

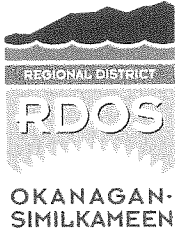
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1) That current VRBOs cannot be grandfathered with the change from the current land use CONTRACT in the proposed zoning area.

2) That future/existing VRBOs will not be legally permitted unless a temporary use application is submitted and the process is enforced. AND that Director Siddon's words in the "OCP", reflecting VRBO's are not encouraged in Heritage Hills, are given strong weighting when considering said applications.

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In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / **Fax:** 250-492-0063 / **Email:** planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

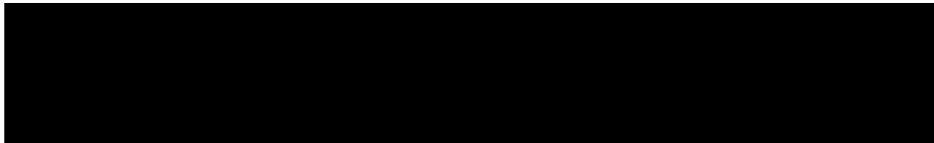
TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

Deborah Shields

(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
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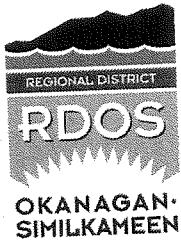
(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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2) That future / existing VRBOs will not be legally permitted unless: a temporary use application is submitted and the process is enforced. And, that Director Siddons' words in the "OCP", reflecting VRBO's are not encouraged in Heritage Hills, are given strong weighting when considering said applications.

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101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: Joanna Newman
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

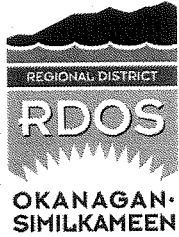
For more information visit: www.rdos.bc.ca
(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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No Vacation Rentals!



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Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

Sept. 15th / 2015

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

DONNA + BOB BRAY

(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

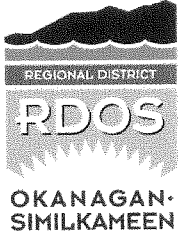
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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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I want 1/2 acre or larger.

Multiple horizontal lines for additional comments.

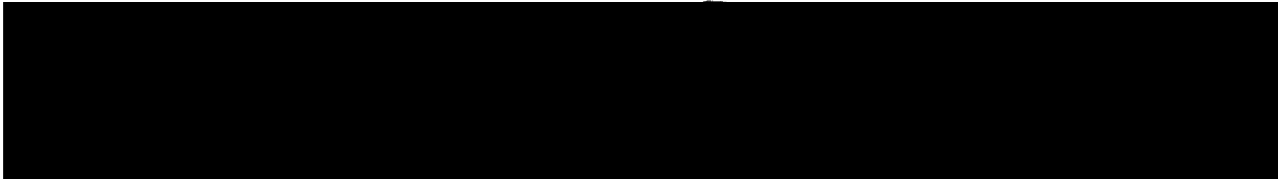


Feedback Form

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2015.020-ZONE

FROM: Name: DAVID B CONCI
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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DOES WATERSHORE ABHANDS HAVE THE SAME
SAY AS HERITAGE #115.



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

OKANAGAN
SIMILKAMEEN

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

R. Michael & Faye Arcand
(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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No Vacation Rentals!

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In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen

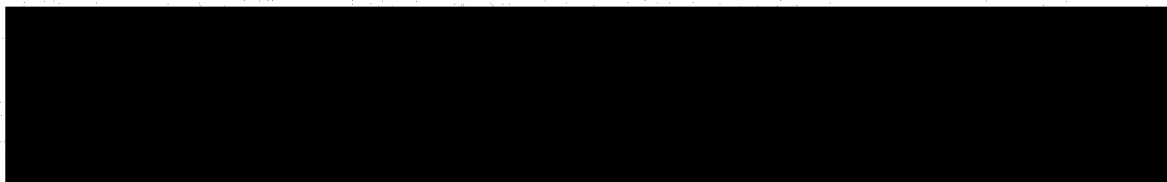
101 Martin Street, Penticton, BC V2A 5J9

Tel: 250-492-2237 / Fax: 250-492-0903 / Email: feedback@rdso.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO: D2015025-ZONE

FROM: Name: Margaret Macdonald



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

My comments / concerns etc:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For more information visit: www.rdsosimilkameen.ca

Departments -- Development Services -- Planning -- Projects -- Land Use Contract(s)

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provided that I suspect a sign could be placed for a second use - access to lakeshore
 between RT + lumber mill is good + providing
 almost all the traffic - get 1/2 highway
 drive especially in winter to be
 more developed - see the cell tower on the
 future or maybe speed bumps

Feedback forms must be completed and returned to the Regional District no later than: In-person: 101 Martin Street, Penticton, BC V2A 5J9 / Fax: 250-492-0903 / Email:

REQUESTED
another copy

Sept 21, 2015

Dear Director Siddon,

We would like to thank you for your ongoing concern and actions that you have taken to date with regards to the illegal VRBO on our street. After recent meetings with the residents of Bighorn Trail we are demanding that the RDOS take immediate legal action to shut down the illegal vacation rental at [REDACTED]

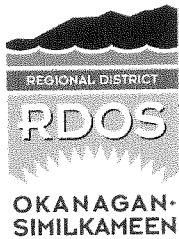
The [REDACTED] have no formal TUP and show no intention of stopping their vacation rental business. The small inconsequential fines that are imposed for parking, noise, or capacity bylaw violations show no effect in stopping these rentals. The [REDACTED] consider this a cost of doing business and it is taken into account in their \$500/day or \$3500/wk rental fee.

As was stated in the letter sent to you by the residents of Bighorn Trail, we are living in a hotel zone with no peace and quiet, decreased safety and numerous other issues. This significantly affects our present and future property values as this is a well know vacation rental among all realtors and must be disclosed prior to listing any of our properties.

Full Regards

Bighorn Trail Residents

Laurent + Elizabeth Maurier [REDACTED]	
Shannon Wright + Mike Lucas [REDACTED]	
RANDY + KIM DICKEY [REDACTED]	
MARIE + JACK WRIGHT DRADAGAN FALLS	
RANDY + MARIA STOLTZ [REDACTED]	
LINDA + TOMMY KIRBYSON [REDACTED]	
VIOLET + ANCA MAZITESCO [REDACTED]	
DAWN BERRY [REDACTED]	
FRED HAMILTON [REDACTED]	
^{FRANK CO.} SUDE SHORTRIDGE [REDACTED]	
GERRIT HANK VODAREK [REDACTED]	
SHARON VODAREK [REDACTED]	
GARY HANSEN [REDACTED]	
TIM AUL DEVLIN [REDACTED]	
PICKARD S. HANSEN [REDACTED]	
JENNIFER + TIM SANDERSON [REDACTED]	
GORDON WATSON / HELEN [REDACTED]	
[REDACTED]	
CHRIS + DEBBIE FOSTER [REDACTED]	
FRED + VONIA HOFFERD [REDACTED]	



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

DAVE TAYLOR

(please print)



RE: Termination of Land Use Contract No. LU-3-D and replacement with a Small Holdings Five Site Specific (SH5s) Zone.

RECEIVED
Regional District

My comments / concerns are:

OCT - 2 2015

I do support these bylaws.

I do support these bylaws, subject to the comments / conditions listed below

101 Martin Street
Penticton BC V2A 5J9

I do not support these bylaws.

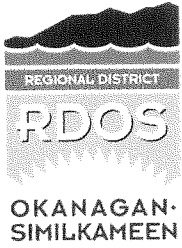
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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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AGREEMENT CAN NOT BE CHANGED UNLESS IT IS BY
MUTUAL CONSENT
#20 PAGE 4 J10071

AN SH5 ZONE RULE SHOULD NOT HAVE IRRELEVANT
RULES I.E. COMMERCIAL OR AGRICULTURE
AS IT MAKE IT TO HARD FOR AN AVRAGE PERSON
TO UNDERSTAND



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name: DONNA & ROBERT BRAY

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

- RS1 Zone SH5 Zone No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

Written submissions received in relation to this process will be considered by the Regional District Board prior to 1st reading of any amendment bylaw and subsequently included in the public hearing binder.

RECEIVED

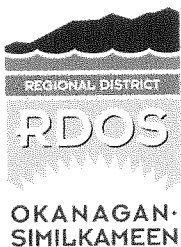
Regional District

JUL - 3 2015

101 Martin Street

Penticton BC V2A 5J9

Feedback Forms must be completed and returned to the Regional District no later than **July 8, 2015**
In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / **Fax:** 250-492-0063 / **Email:** planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

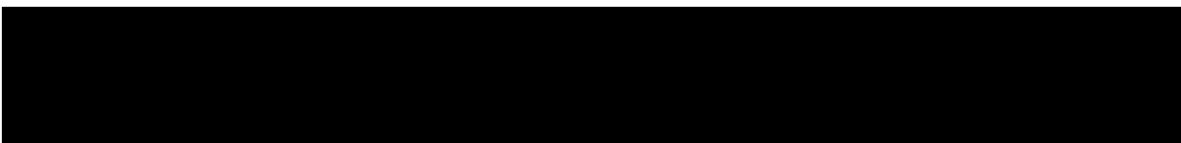
TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

PAUL KREFFT

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

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For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

- RS1 Zone
- SH5 Zone
- No preference

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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

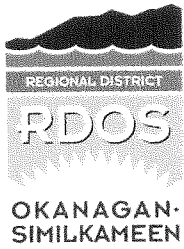
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RECEIVED
Regional District

JUL - 6 2015

101 Martin Street
Penticton BC V2A 5J9

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Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2015.020-ZONE

FROM: Name: Warren & Sophie Mehle
(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

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- SH5 Zone
- No preference

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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Regional District

JUL - 6 2015

101 Martin Street
Penticton BC V2A 5J9



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

KAREN AND GARY BROWN

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

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For property owners in the Heritage Hills neighbourhood, which zoning do you support:

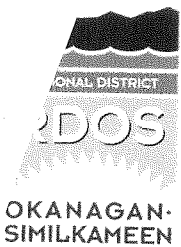
- RS1 Zone
- SH5 Zone
- No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

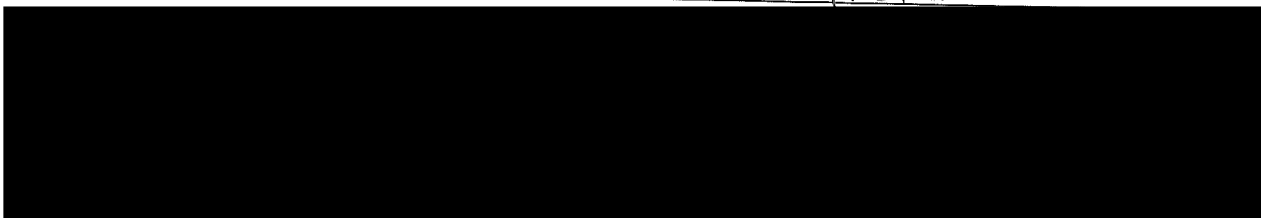
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

Mike and Karin Potgieter



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

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For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

RS1 Zone

SH5 Zone

No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Regional District

JUL - 8 2015

101 Martin Street
Penticton BC V2A 5J9

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Feedback Form

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

SUSAN BAKER

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Form

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

DOUGLAS LYCHAK

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

- I do support these bylaws.
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For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

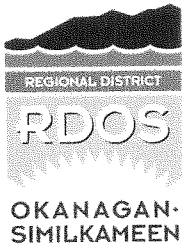
- RS1 Zone
- SH5 Zone
- No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM:

Name:

Werner + Sieglinde Kuhlen

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

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- I do support these bylaws, subject to the comments / conditions listed below.
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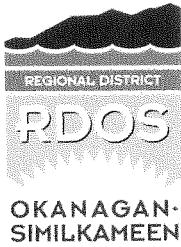
For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

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- No preference

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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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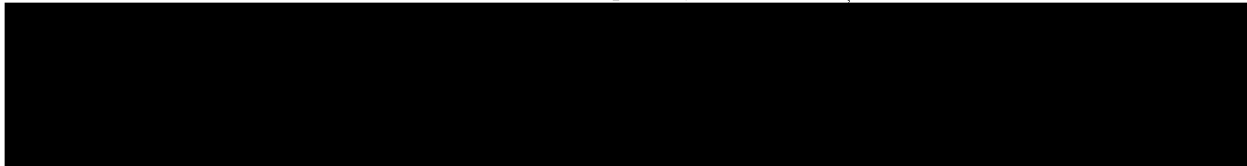
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Regional District
JUL - 2 2015

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

101 Martin Street
Penticton BC V2A 5J9

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2015.020-ZONE

FROM: Name: LEITA BENSON
(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

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- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

- RS1 Zone
- SH5 Zone
- No preference

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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Form

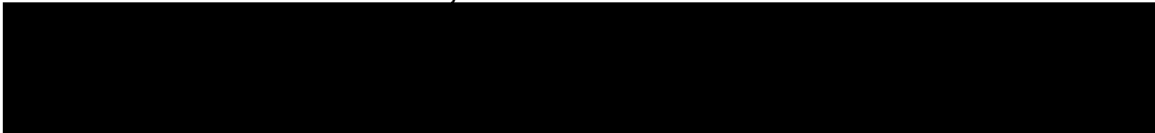
Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: ROBERT E SHERRY ADVOCAT
(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

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- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

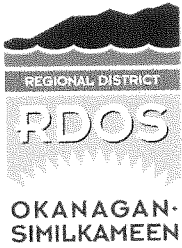
- RS1 Zone
- SH5 Zone
- No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Feedback Form

Regional District of Okanagan Similkameen

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Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

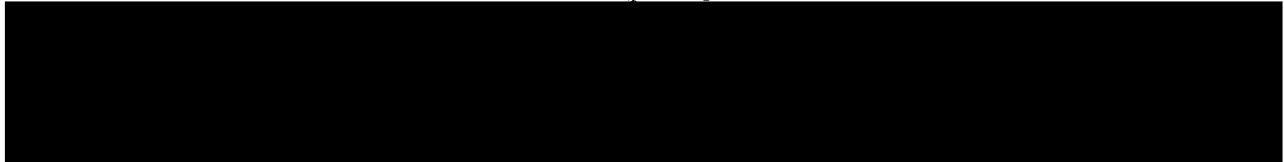
TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

RICK TOUGH

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

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- I do not support these bylaws.

WITH RS1 AMENDMENTS

For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

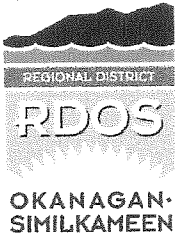
- RS1 Zone
- SH5 Zone
- No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Attn: Christopher Garrish



Feedback Form

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2015.020-ZONE

FROM: Name: Ronald J Obirek
(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

- RS1 Zone *see below*
- SH5 Zone
- No preference *see below*

For more information visit: www.rdos.bc.ca


(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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Please see attached

1) letter dated July 9/15 (15 pages)

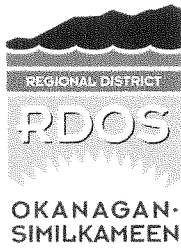
2) May 27/15 Meeting Minutes (9 pages)



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Regional District

JUL 13 2015

101 Martin Street
Penticton BC V2A 5J9



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM:

Name:

JOANNE GRIMALDI

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

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- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

- RS1 Zone
- SH5 Zone
- No preference

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(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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- ENSURE SAFE PEDESTRIAN WALKWAYS ON ALL STREETS
- DEVELOPERS SHOULD PROTECT & ENHANCE NATURAL AREAS
- ENSURE ADEQUATE STREET LIGHTING
- ENSURE DEVELOPER PROVIDES PARKS & GREEN SPACE
NATURE/TRAILS PARK ALSO PLAY & NEIGHBORHOOD
GATHERING PARKS
- DEVELOPER TO ENSURE SAFE DRINKING WATER - NO MORE
BOIL WATER NOTICES!
- BUILD FOR TOMORROW, NOT FOR TODAY OR YESTERDAY

Feedback Forms must be completed and returned to the Regional District no later than **July 8, 2015**

In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / **Fax:** 250-492-0063 / **Email:** planning@rdos.bc.ca



Feedback Form

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: Michael & Faye Arcand
(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
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For property owners in the Heritage Hills neighbourhood, which zoning do you support:

- RS1 Zone ^{NO} SUB DIVIDING
- SH5 Zone
- No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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RS1 DOES NOT SUPPORT VACATION RENTALS.

IF TUP Applicant is NOT APPROVED AND THE VACATION Rental is CONTINUING WITH OUT A TUP FINE/INQ IS NOT EFFECTIVE, SO I WILL THE RDOS TAKE THE OFFENDER TO COURT - ([REDACTED] 130 APPLA COURT FILE) IT SHOWS ON HIS WEB SITE THAT THIS HOUSE IS FULLY RENTED FOR THE SUMMER OF 2015.

Lake Shore Water Works

BOIL WATER ADVISORY

ISSUE DATE OF BOIL WATER ADVISORY: July 3 2015

AREA AFFECTED BY ADVISORY: Lake Shore Water Works

REASON FOR BOIL WATER ADVISORY:
e-coli detected in sample from Lake pump house
distribution system

GENERAL INFORMATION:

All water intended for consumption should be brought to a hard boil for a minimum of one minute, and then allowed to cool before consumption.

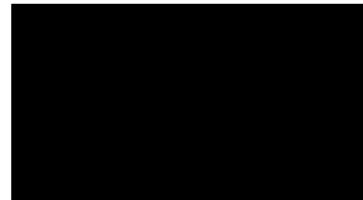
DURATION OF NOTICE:

The boil water advisory will be in effect until Lakeshore Water Works and Interior Health deems the water safe to drink. You will be notified when the boil advisory has been lifted.

CUSTOMER INFORMATION / SPECIAL INSTRUCTIONS:

PRIMARY CONTACT: Randy Craig

SECONDARY CONTACT: Cheryl Sturko
Johnny Aantjes





Feedback Form

Regional District of Okanagan Similkameen
101 Martin Street, Penticton, BC, V2A 5J9
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen FILE NO.: D2015.020-ZONE

FROM: Name: SCOTT GREEN
(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

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For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

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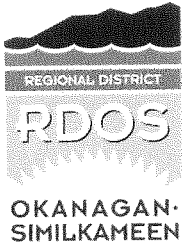
(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

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I HOPE YOU GUYS LISTEN TO MORIE THAN THE
COMPLAINER AT THE TOP OF THE HILL, SHE CAUSES
ALOT OF PROBLEMS

40 YEARS OF YOU DONT KNOW WHAT IS GOING ON
WHO IS RUNNING THE SHOW?

NEED NEW PEOPLE!



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

DON FORDYCE

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

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- SH5 Zone
- No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

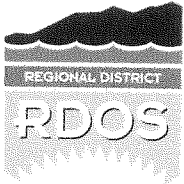
Written submissions received in relation to this process will be considered by the Regional District Board prior to 1st reading of any amendment bylaw and subsequently included in the public hearing binder.

On condition the "commonly understood" (for it was often talked about) designated park land of the Lakeshore Highlands development ERA be adopted into the community plan.

RECEIVED
Regional District

JUL - 8 2015

101 Martin Street



OKANAGAN-SIMILKAMEEN

Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

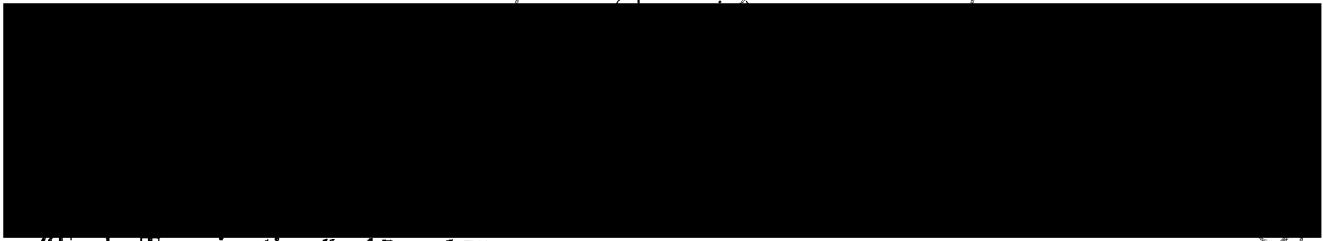
Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

FILE NO.: D2015.020-ZONE

FROM: Name:

Randy Doe / Wendy Lane



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

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For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

- RS1 Zone
- SH5 Zone
- No preference

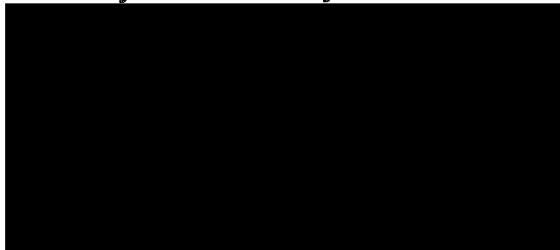
For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

Empty feedback form area

Attachment to the RDOS Feedback Form....July 2015

Randy Doe/Wendy Lane



File# D2015.020 ZONE

We support the bylaw, subject to the comments below.

We support the RS1 Zoning

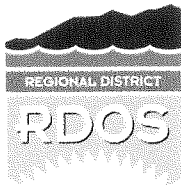
Comments:

- 1) The Heritage Hills Neighbourhood was originally developed and sold with the understanding that it was zoned RS1. (Now that that zoning has been proven suspect due to the LUC-3 fiasco) I don't see how it should be changed. Since everyone originally bought in good faith that they had purchased in an area that was zoned RS1, an administrative error 30 years ago does not give the RDOS or any other special interest groups to come in and change that zoning now. There are already homes in the area that do not meet the standard for an SH5 zoning. (the lots are too small.....in particular on Apple Court and Apple Way) Our lot is .67 of an acre and should sewers ever come into the neighbourhood, they would allow me to maximize the value of the property through subdivision. Small lot homes already exist, and a change of zoning to SH5 would deny us the same privilege. An error made by you, the RDOS should not be allowed disadvantage me financially and also on that note it could be taking a chance for future tax revenue from the RDOS itself from the increase in the number of residences in the area.
- 2) Vacation Rentals should be an allow use just as B&B are!

RECEIVED
Regional District

JUL - 8 2015

101 Martin Street
Penticton BC V2A 5J9



Feedback Form

Regional District of Okanagan Similkameen

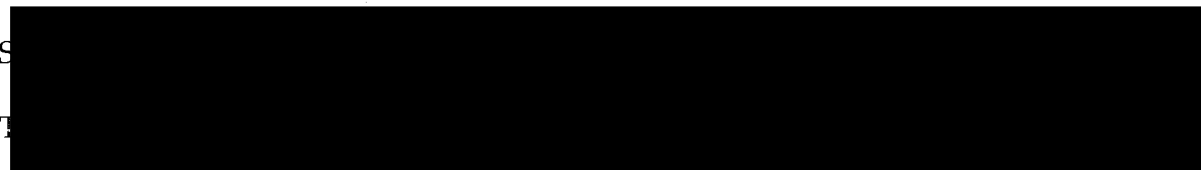
101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

OKANAGAN-SIMILKAMEEN

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2015.020-ZONE

FROM: Name: Donald + Diana Low
(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.



AUG 10 2015

My comments / concerns are:

101 Martin Street
Penticton BC V2A 5J9

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For property owners in the Heritage Hills neighbourhood, which zoning do you support:

- RS1 Zone
- SH5 Zone
- No preference

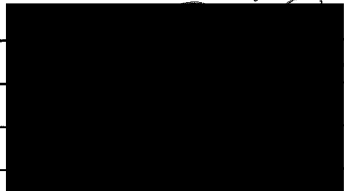
For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

Written submissions received in relation to this process will be considered by the Regional District Board prior to 1st reading of any amendment bylaw and subsequently included in the public hearing binder.

*Our undeveloped property is
Lot A on Apple Road.*

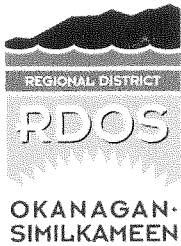
*We are in support of
the change to RS1 Zone,
but not to SH5 Zone.*



Feedback Forms must be completed and returned to the Regional District no later than **July 8, 2015**

In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / **Fax:** 250-492-0063 / **Email:** planning@rdos.bc.ca

Thank you. The graph comparison was very helpful. DLJW



Feedback Form

Regional District of Okanagan Similkameen

101 Martin Street, Penticton, BC, V2A 5J9

Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen

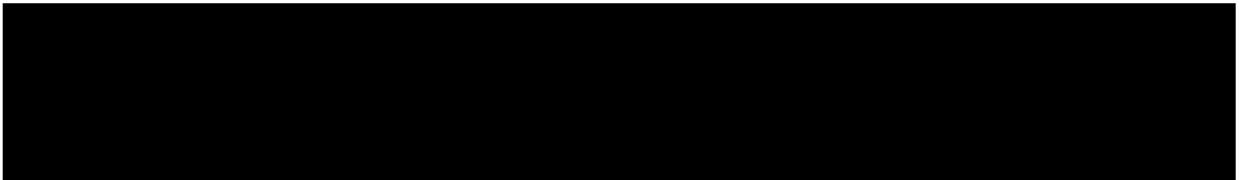
FILE NO.: D2015.020-ZONE

FROM:

Name:

Lynn Jackson

(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

- RS1 Zone
- SH5 Zone
- No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

Written submissions received in relation to this process will be considered by the Regional District Board prior to 1st reading of any amendment bylaw and subsequently included in the public hearing binder.

SH5 should apply to Heritage Hills + Vintage Views.
 The Agriculture land should remain Agricultural.
 There should be no more RS1 in this area.
 There should not be secondary suites, mobile homes or farms animals such as horses, goats or chickens.
 Vintage Views should not be RS1. Phase 1 lots meet SH5 designation and the balance should be SH5 so that developers cannot split a lot into 3 as was done on Chardonnay.

Feedback Forms must be completed and returned to the Regional District no later than **July 8, 2015**
In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / **Fax:** 250-492-0063 / **Email:** planning@rdos.bc.ca

Ronald J Obirek

July 9, 2015

Regional District of Okanagan Similkameen
101 Martin Street
Penticton British Columbia
V2A 5J9

Attention: Director Tom Siddon
Bill Newell, Chief Administrative Officer

Re: Land Use Contract No. LU-3-D

RECEIVED
Regional District

JUL 13 2015

101 Martin Street
Penticton BC V2A 5J9

I am a resident and landowner in Heritage Hills and a member of the Executive Board of the Heritage Hills and Lakeshore Highlands Homeowners Association. I am also a lawyer and member of the Alberta Law Society for 29 years as of July 22, 2015.

I attended the meeting held July 6, 2015 chaired by Christopher Garrish of the RDOS from 7 PM to 9 PM at the Community Centre in Okanagan Falls and witnessed the provision of information and discussion that ensued.

Stephen Juchs of the RDOS was also present. RDOS Alternate Director Tom Styffe was present in place of Director Tom Siddon (who was unable to attend).

I believe Christopher Garrish did a valiant job with good intentions but sadly suffered audio equipment difficulties at the beginning of the meeting which contributed to a bad start. Despite Christopher Garrish's efforts, in my opinion, the meeting was not as efficient or successful in communicating information and answering questions as I would have hoped.

For example, notwithstanding Christopher Garrish stating ground rules including explaining he was not there to speak about enforcement issues; many questions regarding enforcement of potential noncompliance with the LUC were raised and I noticed it was difficult for Christopher Garrish to resist answering. Although Christopher Garrish tried to repeat it was not his role to deal with enforcement or

make decisions regarding enforcement or comment on enforcement he then continued to provide a brief summary of enforcement mechanisms including prosecution up to and including asking the court for “injunctive relief”.

Many questions were posed characterizing long understood lawful uses in the neighbourhood as “illegal”. Again Christopher Garrish had difficulty answering, often confirming the uses were now “illegal”. Sometimes Christopher Garrish confirmed that the uses were illegal by his answer of acknowledgement to such questions with the answer “yes”.

Previously, on May 27, 2015 Christopher Garrish made a presentation to the Heritage Hills and Lakeshore Highlands Homeowner Association meeting regarding the LUC issue. Stephen Juchs of the RDOS was also present at the May 27, 2015 meeting.

At the May 27 meeting Christopher Garrish advised the Homeowners Association of the administrative error made by the RDOS over 30 years ago in failing to properly discharge the registration of the LUC on title. Christopher Garrish advised that the error would be fixed through a mechanism of either “Early Termination” or “Voluntary Discharge”.

At the May 27 meeting Christopher Garrish stated generally that all uses that were understood to be legal and lawful under the OCP and zoning bylaws and permitted uses subsequent to the error made in 1982 would continue to be respected by the RDOS as lawful and all affected parties need not fear any damage from the error of the RDOS failing to properly discharge the registration of the LUC. In that context Christopher Garrish also stated that there would be no prosecutions or enforcements respecting any noncompliance under the terms of the LUC. There was discussion in the room and questions and clarifications were provided by Christopher Garrish confirming the foregoing. Minutes of the meeting are attached.

I believe the position presented on behalf of the RDOS by Christopher Garrish at the May 27, 2015 Homeowners Association meeting was a correct position in all the circumstances.

I am dismayed to witness a departure from that stated position in recent weeks. The departure has caused harm. The departure and resulting harm was evident at the July 6, 2015 meeting. Many community members present were clearly upset regarding past decisions of the RDOS to allow bed-and-breakfast type uses and vacation rental type uses and the change recently to allow vacation rental type uses in the future through the new TUP protocol. They announced their stress and upset.

In recent weeks I have heard from members of the community who operate bed-and-breakfast and vacation rental type uses and know they are also very stressed and very upset. They feel attacked by neighbours and are perplexed by the lack of clarity from RDOS staff.

Unfortunately the departure from the RDOS stated position as presented at the May 27, 2015 Homeowner Association meeting by Christopher Garrish, I believe, has done damage and contributed to harm in the community. Notwithstanding I believe Christopher Garrish, and indeed the RDOS and its staff have had good intentions, and that no harm was intended, harm and damage nonetheless has occurred.

A Feedback Form was presented at the July 6, 2015 meeting and all present were encouraged to provide their feedback and comments by telephone calls, written submissions, petitions, letters, etc.

I have spoken on this issue directly with Director Tom Siddon, Alternate Director Tom Styffe, RDOS staff members Dona Butler, and Christopher Garrish.

I have decided to write this letter as a concerned resident and landowner because I fear the RDOS is compounding the error made over 30 years ago. From what I have seen and heard it is my opinion that the compounding of errors is due to the manner that information has been provided by the RDOS staff and the manner by which questions have been answered by the RDOS staff, notwithstanding I have no doubt that their intentions are good and they mean well.

I will provide specific examples and particulars including my thoughts, concerns, comments, suggestions and recommendations herein.

RECOMMENDATION

1. I recommend that the position of the RDOS as set out by Christopher Garrish at the Homeowner Association meeting of May 27, 2015 be maintained and emphasized to the community and all interested parties. The stated position was that an "administrative error" was made in 1982-1983 by the RDOS in failing to properly discharge registration of the Land Use Contract (LUC). The termination of the LUC was requested by the developer/titleholder. The RDOS agreed and approved the termination of the LUC. The understanding and intention and conduct of all parties following the agreement (contract) to terminate the LUC thereafter was consistent with replacing the LUC with OCP and zoning bylaws and designations to the present time. In the result all uses that were understood to be lawful prior to discovery of the error made over 30 years ago, which discovery was made in January 2015, shall continue to be considered to be lawful and treated as lawful in all material respects. There would be no enforcement of any noncompliance or violation of the terms of the LUC by the RDOS for any uses that might now be viewed as unlawful under the LUC. I strongly disagree with the departure from the stated position I heard on May 27 because it is without proper foundation when the principles of Law and Equity are fairly considered and applied. The departure from the stated position has caused damage in the community and the increased anxieties and stress flowing from the departure from the stated position has resulted in animosity and hostility amongst neighbours. If not the sole factor it is certainly the major contributing factor to harm and damage in the community as neighbours

appear to be rallying to have uses that were previously confirmed as lawful by the RDOS now declared illegal and stopped. Although this may not have been the intent of the RDOS and its staff, it now appears to be the consequence of the manner the RDOS and its staff have handled the matter. In short, the departure from the initial stated position is the primary significant contributor to the intensified animosity and hostility amongst neighbours in our community. If not for the mistake and errors made by the RDOS in 1982 and the discovery of those errors in January 2015 and the manner information has been communicated and the manner questions have been answered, I submit the damage of the increased animosity and hostility and all other harm and damages related thereto would not have occurred. I believe the RDOS could have done a better job and I encourage and recommend that the RDOS endeavor to improve their management and leadership in correcting these unfortunate errors.

2. I recommend that the RDOS staff be encouraged to follow the lead of Director Tom Siddon who has recommended a conciliatory approach be adopted by all interested parties. I agree with Director Tom Siddon in this regard and recommend the RDOS and its staff promote peace and discourage hostility and animosity in the community. Director Tom Siddon impressed me very much in his remarks when he mentioned Peace Order and Good Government (POGG) as a guiding principle. POGG is an important principle in our Canadian Constitution.
3. I recommend the RDOS encourage and maintain a positive approach amongst its staff in resolving and fixing past errors. I also recommend the RDOS and its staff make a positive effort in keeping its word and maintaining its integrity. For more than 30 years the RDOS staff, landowners, interested parties (such as banks, developers, subdivision approval authorities etc.) have conducted themselves in good faith reliance upon the stated zoning bylaw and permitted uses thereunder. In recent years countless representations have been made in writing and verbally and by conduct by numerous members of the RDOS confirming uses and approvals to be lawful. It would be improper to undermine the peace of mind in the community by proclamations or suggestions that previously believed and understood to be lawful conduct is now illegal. It would be contrary to the principles of POGG, the principles of fairness, and the principles of justice that our Courts of Law and Equity under our Constitution attempt to uphold.
4. I recommend and encourage the RDOS to obtain further legal advice with respect to this matter generally and specifically with regard to comments and thoughts contained in this letter. From my discussions with Director Tom Siddon, Alternate Director Tom Styffe, Donna Butler, and Christopher Garrish, I fear that the complexities presented by the discovery of the error made over 30 years ago have resulted in confusion and may possibly have contributed to the RDOS compounding the mistake made over 30 years ago in making more mistakes.

CONTRACT

At the July 6, 2015 meeting Christopher Garrish noted that the LUC was a matter of contract. He indicated an error had been made over 30 years ago in failing to properly register a discharge of the registration of notice of a contract, the LUC, against land titles.

Originally the contract was registered against the developer's title. When the termination of that contract was not properly registered in the proper form of discharge then the notice of that registration was carried forward onto all subsequent landowners titles.

I have heard that the RDOS understands that due to an administrative error the discharge was not properly registered. I have heard that the RDOS understands that the Board agreed to the termination and enacted bylaws and conducted themselves for a period in excess of 30 years consistent with a de facto termination of the LUC. For more than 30 years no interested party was prejudiced in any way by conducting themselves in accordance with a de facto termination of the LUC. Indeed, if the LUC were not understood by all interested and affected parties to be terminated then surely the administrative error would have been discovered much sooner than more than three decades. The reason it wasn't discovered was because everybody acting in good faith knew and believed the LUC had in fact been terminated. Certainly if the LUC had not been terminated by contract then the developer, or the RDOS, or some other interested party would have raised a concern and an alarm long ago.

I have heard that the RDOS understands that there was a further administrative error in failing to have the formal agreement properly executed notwithstanding it was prepared and agreed to in substance and form.

I do not understand how the facts lead to the conclusion that the terms of the LUC remain in force. I question who made this determination and on what basis? I question whether this conclusion is not also an error.

On information I have received it is my opinion that the LUC, a contract, was terminated by contract and therefore the LUC was no longer operational or in force subsequent to the effective date of termination (presumably September 16, 1982 or thereabouts).

A basic principle of contract law is that contracts can be varied or terminated by further agreement or contract amongst the parties.

Information provided by the RDOS indicates to me that the developer requested termination of the contract (the LUC) and at the Regional District Board meeting of September 16, 1982 the Board agreed and approved a release from the contract (the LUC) thereby terminating the operational effect of the LUC. There was an offer (the request by the developer), there was an acceptance of the offer (the

agreement and approval by the Board on September 16, 1982), there was a meeting of the minds, there was consideration, there were numerous acts taken in good faith in performance consistent with the contract of termination, and there was reliance amongst numerous interested parties subsequently for a period of over 30 years all acting in good faith and in accordance with the fact that the LUC was terminated and replaced by the OCP and zoning and other relevant bylaws. In my observation no one has disputed the accuracy of any of the foregoing.

In my opinion the proper way to fix the error is to discharge the registration related to the LUC from all affected titles. I confirm it is my understanding that the two mechanisms presented, the "Early Termination" and the "Voluntary Discharge" will accomplish the fix of the error made long ago. Otherwise all conduct and reliance made in good faith upon the understood fact that the LUC was terminated and replaced should in all other regards be respected and honoured.

In no way should the errors be allowed to interfere with what was otherwise understood to be lawful uses or conduct.

Director Tom Siddon has advised me that when the error was discovered legal counsel was retained and brought in from Vancouver for advice at an in camera meeting. I do not know what questions were put to the legal counsel or what advice was received. I do, however, from discussions had, fear that perhaps more legal advice is required and should be sought.

Christopher Garrish commented generally regarding past practice of LUC's generally and why they are no longer considered desirable and are discouraged. Christopher Garrish explained how the contractual nature of LUC's contributed to some undesirable difficulties. He mentioned, for example, that enforcement was "onerous".

I view the failure to register the discharge to be insignificant as to any subsequent binding authority of the LUC. Registration on title is primarily for notification purpose. If a mortgage remains on title 30 years after it has been fully paid or the parties have otherwise agreed to terminate the obligations thereunder, the existence of that mortgage registration does not in any way change the legal obligations between the parties. If the discharge failed to occur by some error then the correct course of action is to discharge the registration.

Similarly, if there was a failure to properly execute the discharge agreement, this is a mere error that can be corrected given that all the parties confirm that the contract of termination of the LUC was made and relied upon and acted upon in fact notwithstanding the technical failure of possible signatures and registration of discharge. All relevant and interested parties including the RDOS the developers, landowners, lenders, subdivision approval authorities, and others have conducted themselves in accordance with the understood zoning bylaws and permitted uses for a period of more than 30 years. All this conduct was in good faith compliance with what was understood to be (and I submit correctly

understood to be) the factual termination of the LUC-notwithstanding the RDOS error in failure to properly complete the paperwork and register the discharge.

MAXIMS OF EQUITY

Christopher Garrish mentioned the prospect of pursuing “injunctive relief” as a mechanism of enforcement with respect to the alleged illegal use by some of the landowners in our community (specifically bed-and-breakfast uses and vacation rental uses).

I believe that Christopher Garrish’s comments made at the July 6, 2015 meeting specifically, and other comments of RDOS staff generally, in this context were ill considered as I am not of the view that the conduct was illegal or unlawful. If the LUC was terminated by contract in September 1982 then no subsequent noncompliance is unlawful or illegal.

If I am mistaken in this regard then I believe the principles of equity should be applied so as to prevent injustice that would result in administering prosecution and enforcement related to noncompliance with the terms of the LUC over the past 30+ years. I do not believe that prosecution or enforcement of any noncompliance or violation of the terms of the LUC is a viable or reasonable option to be pursued for the reasons stated throughout this letter.

Injunctive relief is an equitable remedy. Equitable remedies are discretionary. The maxims of equity apply and are relevant when deciding the appropriate discretion in the circumstances.

In these circumstances I encourage the following maxims of equity to be considered:

1. He who seeks equity must do equity.
2. He who seeks equity must come with clean hands.
3. Equity looks on that as done which ought to be done.
4. Equity looks to the intent rather than to the form.
5. Equity imputes an intention to fulfil an obligation.
6. Equity will not suffer wrong to be without a remedy.

Our Courts are Courts of Law and Equity. Our courts have an abundance of jurisdiction to do equity. Our legislators also have jurisdiction to do equity when considering and making choices that are within their proper authority.

The maxims or principles of equity are very important in the context of the current efforts to fix a mistake made long ago.

In seeking injunctive relief or any other enforcement mechanism undertaken by the RDOS further to noncompliance with the terms of the LUC, I fear there is a very high prospect that the RDOS will and should fail for reasons, not the least of which are application of the above-mentioned principles or maxims of equity, and reasons stated elsewhere in this letter including the principles of estoppel and the fact that the LUC was terminated by agreement amongst the parties in 1982 notwithstanding administrative errors made by the RDOS in paperwork and registering of discharge.

As stated previously, injunctive relief is an equitable remedy and is discretionary. Given the long history of good faith representations, assurances, approvals, promises, made by the RDOS in writing and otherwise, with respect to uses such as bed-and-breakfast, or vacation rentals, I believe the RDOS would be unsuccessful in establishing the necessary prerequisites to a satisfactory prosecution or enforcement under any potential technical violation of the LUC, even if it were still in force. As stated previously I do not think the LUC is still in force.

ESTOPPEL

A further principle of equity that is of application to the present circumstance is the principle of estoppel. Estoppel is a set of doctrines which prevent a party from taking action they normally would have the right to take in order to prevent an inequitable result. The goal or purpose is to prevent injustice. Stated differently, it is a principle of fairness.

In the current context, countless representations, assurances, promises, approvals, and conduct of the RDOS over many decades have confirmed lawful use of landowners under the RS1 zoning and permitted uses thereto. Many other lawful approvals regarding subdivision development etc. have all been made in good faith by the RDOS and other lawful authorities. Landowners acting reasonably have relied upon the representations, assurances, promises, approvals, and conduct of the RDOS including using the land they own lawfully (as was understood at all material times).

Estoppel prevents or precludes one party from denying, or asserting anything to the contrary of what was previously represented or promised or assured or established. Regardless whether the representations or assurances or promises or approvals or conduct were express or implied or both. In this case they were both express (written and verbal) and implied. Verbal assurances that a use will be grandfathered is an example of an implied lawful use. A verbal assurance that the use is lawful and therefore shall be grandfathered under the proposed, for example, TUP protocol is an example of an express verbal assurance that the use is lawful. Being showed a zoning bylaw with written provision for a permitted use and being told the use is therefore lawful is an example of a combined express written and verbal assurance that the use is lawful.

Any assertion that the failure of the RDOS to have properly discharged the LUC is now grounds for an enforcement or prosecution should fail upon the proper application of the principle of estoppel. Any actual enforcement or prosecution action should fail for the exact same reason.

PROSECUTION

I fear any prosecution or enforcement brought for technical violation for perceived illegal use or noncompliance with the LUC would potentially be viewed as a bad faith act by the RDOS that could result in large legal costs. Punitive damages could also be awarded if the RDOS conduct in prosecuting was determined to be malicious or reprehensible or otherwise inappropriate in the view of the court and deserving of punitive damages in addition to other costs and other damages including compensatory damages.

All these costs would flow back to the taxpayer. The RDOS has an obligation and a fiduciary duty to the taxpayers to not recklessly or unnecessarily increase costs associated with fixing the errors made by the RDOS in the past.

GRANDFATHERING

Grandfathering is also a principle of fairness. "Grandfathering" means to allow an exception to a restriction that allows all those already doing something lawfully to continue doing it even if they would be stopped by a new restriction. Thus grandfathering allows an existing use or conduct or operation to continue legally when that same use or conduct or operation would be illegal under the new rule (e.g. bylaw).

The phrase "legal but nonconforming use" is an example of an application of the grandfathering principle.

VACATION RENTALS

The issue of vacation rentals is a complicating factor in the context of fixing the error made over 30 years ago by the RDOS in not properly discharging the LUC.

In theory, the LUC issue, should be irrelevant to the discussion of Vacation Rentals. Unfortunately, in my view primarily due to the manner in which the RDOS has handled the issue of fixing the LUC mistake, the Vacation Rentals issue is now a very serious matter of contention and hostility in the community. The hostility has transcended the vacation rental issue and has at times spilled over to bed-and-breakfast use as well.

In October 2012 I attended a public meeting chaired by Director Tom Siddon. At that meeting Director Tom Siddon was accompanied by RDOS staff who together explained that the RDOS staff had

previously read a Naramata bylaw to preclude use commonly known as vacation rental. Director Tom Siddon advised that the Supreme Court of British Columbia disagreed with the RDOS position in a prosecution under the bylaw. As a result result Director Tom Siddon and RDOS staff advised that the RDOS now considered vacation rentals were lawful. The RDOS was consulting the community for the purpose of inviting comments and input regarding the community response. Director Tom Siddon explained to do nothing approach would mean vacation rentals were legal. If the community wanted vacation rentals prohibited then a bylaw needed to be enacted properly to prohibit them. If vacation rentals were to be allowed upon a new application or permit bases then those rules needed to be identified and specified and enacted with an appropriate bylaw. After many meetings and years of work and large expenditure of resources (according to Director Tom Siddon) a process concluded whereby a change in bylaw was introduced limiting new vacation rental use to compliance with a new protocol involving a Temporary Use Permit (TUP).

During the course of many years I myself and many other members of our community heard Director Tom Siddon and staff members of the RDOS repeatedly state that existing vacation rental use would be “Grandfathered” regardless whether a new bylaw prohibited them altogether or limited them in some way, but new vacation rental uses would have to comply with the new bylaw. I remember very clearly how Director Tom Siddon at more than one meeting explained the principle of grandfathering and how it would apply and why it was considered fair and proper, notwithstanding vocal disappointment by some members of the community who were against vacation rental use.

Donna Butler has confirmed that she used the grandfathering phrase and principle in discussions with local landowners. The use of the phrase was in the context of existing bed-and-breakfast and or vacation rental use.

Countless representations and assurances were provided that existing vacation rental uses were lawful and would be grandfathered under any subsequent restriction brought in by new bylaw or otherwise.

CONFUSION

I have noticed much confusion in the position presented by Christopher Garrish, Donna Butler, and Director Tom Siddon in the context of the mistake made by the RDOS over 30 years ago in their failure to properly discharge the LUC from title.

Some of the confusion arises in the context of grandfathering. Both Donna Butler and Christopher Garrish had indicated to me directly or in meetings I have attended that they understand grandfathering is not possible for a use that is not lawful. They view uses such as vacation rental or potentially bed-and-breakfast as not lawful or legal under the LUC and therefore state that grandfathering cannot apply. In this context they have used the phrase “illegal”.

I have cautioned Director Tom Siddon, Alternate Director Tom Styffe, Donna Butler, Christopher Garrish that the use of the phrase “illegal” is ill advised in all the circumstances. I have suggested that a phrase akin to or like “legal but nonconforming” is a more accurate concept or characterization in all the circumstances.

I have cautioned that use of the word “illegal” connotes a threat of prosecution or enforcement or consequences or punishment and includes with it a threat of harm and damage. Community members opposed to bed-and-breakfast or vacation rental use have grabbed onto the phrase “illegal” in their campaign to see vacation rentals and other uses prohibited, removed, stopped and denied in the community-regardless of good faith reliance on prior representations that such uses were lawful or legal.

I also challenge the notion that those uses (e.g. bed-and-breakfast) are illegal.

Firstly the LUC, in my respectful view, is of no application given that by contract it was terminated lawfully on September 16, 1982 as approved by the Regional District Board at its meeting of that date. The failure to discharge properly at land titles is a technicality and has been described by the RDOS staff as an “administrative error”. Therefore, I submit, that uses subsequent to that time should be considered legal and lawful regardless of any noncompliance with the terms of the LUC itself when indeed they were treated as legal and lawful under the bylaws and permitted use understood by all interested parties to be operating at all relevant times.

Further, I again refer you to the following maxims of equity that should apply in this context;

1. Equity looks on that is done which ought to be done.
2. Equity looks to the intent rather than to the form.
3. Equity imputes an intention to fulfil an obligation.
4. Equity will not suffer wrong to be without a remedy.

Secondly, I question whether the uses are illegal or unlawful even if the LUC was somehow still in force or applicable. It may be that a court would find that the use complained of was lawful, notwithstanding opinion to the contrary by RDOS staff or their lawyers. We saw an example of this in the Naramata case where the court disagreed with the position put forth by the RDOS. Are rentals legal? Are short-term rentals legal? Are longer-term rentals legal? The potential litigation and all costs of related to legal research and opinion is worth contemplating. And if the decision was made to prosecute then there are the court legal costs should the matter go to court. If the matter went to court their would still be the uncertainty of a court ruling in all the circumstances.

Even if the LUC is still in force and the use is not legal under the LUC, I believe the LUC cannot be applied in any respect after proper application of equitable doctrines including the doctrine of estoppel. I do believe that estoppel would and should be applied in any enforcement prosecution brought and consideration of the proper application of all these principles should enter into the decisions made in how to handle the matter generally.

I fear there is also confusion regarding the distinction between termination of a contract and the end of its lawful operation or application and the administrative formality of discharging notice of a contract on title.

Registration of the LUC on title is not the LUC. It is more accurately a notice to the public and to the landowner (especially subsequent landowners) of the existence of the contract, in this case known as a LUC.

If, for example, an LUC were invalid, then registration of that invalid LUC does not make the LUC valid.

Discharge of a registration is not technically the termination of the contract. It is merely the removal of the notice of that contract from the title.

Indeed, when the contract is terminated, it is reasonable and proper to discharge the notice of that contract from title.

Termination of the contract determines the end of the application or operation or validity of the contract. In this case there was an agreement or contract between titleholder (the developer) and the RDOS to terminate the contract known as the LUC No. LU-3-D.

Failure to register a discharge of registration of notice of a contract (in this case the LUC) does not mean the contract is still operational or in force. Failure to register a discharge does not change the decision to terminate nor revoke the contract to terminate nor can it unilaterally re-activate a contract or bring it back into force if the contract is no longer valid or in force.

If discharge of registration of notice of a contract were done in error, then absent other notice, a landowner without notice would not be bound by the LUC (assuming the LUC was still valid and operational and not terminated or invalid). Note: the developer who was a party to the original contract (LUC) would remain bound notwithstanding an error of discharge of registration of notice of the contract because that titleholder would be bound by the privity of contract (ie., the contract would be binding on the developer as a party to the contract).

Similarly, failure to register notice of the contract on title could result in the contract not being operative or valid with respect to that title as it relates to subsequent bona fide purchasers for value without actual

notice of the contract. The purpose of registration of notice of the contract is to provide actual lawful notice to the public and specifically to landowners and especially to subsequent interested potential landowners or title holders of that specific land.

In all the circumstances failure to register a discharge of a registration of notice of a contract (even where that notice is by copy of the actual contract itself) should not change the quality of a contract which has been terminated or is no longer operational to somehow become not terminated or still operational or still in force.

It is even more unfair and improper to view a failure to register a discharge of registration of a notice of contract from title to be allowed to change the termination status of that contract rendering it no longer operational when the affected parties (in this case the RDOS and the developer and all subsequent title holders) had either actual notice of the contract termination or relied on belief and conduct consistent with that termination by virtue of replacement bylaws applicable to permitted uses and assurances and representations made respecting the change from the previous LUC to its replacement designations under the OCP and relevant zoning and other bylaws.

At the September 16, 1982 meeting of the RDOS Board there is no doubt that the requested termination of contract made by the developer was agreed to and approved by the board (according to information provided by the RDOS). The administrative error of the RDOS in failing to properly sign a document or failing to properly register a discharge of the notice of the contract on title are errors that should not change the status of the contract from terminated to not terminated or otherwise operational.

Equitable principles and doctrines should be applied. Equity looks to the intent rather than to the form. Equity looks on that as done that which ought to have been done. Equity imputes an intention to fulfil an obligation. The equitable doctrine of performance (including the equitable doctrine of part performance) applies. The doctrine of performance operates on the ground that a person is presumed to do that which he is bound to do and that if he has done anything he has done it in pursuance of his obligation. In this case the RDOS and all parties conducted themselves engaging in numerous acts of performance consistent with the contract of termination of the LUC. The equitable doctrine of performance is concerned with notional rather than actual performance. Steps or acts or conduct taken in performance of the contract are all evidence of that contract notwithstanding a technical noncompliance as to form or signature.

The only harm or prejudice that will occur to any interested party with relation to the error of the RDOS made in 1982 is if the LUC is not discharged from all affected titles as quickly and efficiently as possible and worse if there are any prosecutions or enforcement attempted, successful or not, under the LUC for the period of time subsequent to the termination of the LUC in 1982. All conduct of all interested parties for over 30 years has been done in reliance and upon the belief and representation that the LUC was terminated in 1982.

CONCLUSION

I caution against describing uses or conduct that has been understood to be lawful or legal for many years and even decades as somehow now illegal or unlawful because of the error made over 30 years ago. Numerous landowners and interested parties have relied in good faith over many decades upon assurances, representations, approvals, promises, conduct, including reference to zoning and permitted uses by numerous staff of the RDOS and Director Tom Siddon that specific uses were legal and lawful, notwithstanding others in the community who did not like the legal or lawful status so recognized by the RDOS.

I also think much harm results when the RDOS staff declare or proclaim uses that have been considered lawful and legal for years and even decades to now be “illegal”.

I recommend and encourage that the RDOS maintain its initial position on the issue; briefly summarized that an administrative error was made over 30 years ago by RDOS staff in failing to properly discharge the LUC from title. The error will be corrected: by “early termination” or “voluntary discharge”. No uses or conduct that was lawful or understood to be lawful or legal in the past 30 or more years will be viewed as anything other than the lawful and legal conduct that it was understood to be prior to discovery of the error in failing to register the discharge. There shall be no prosecution or enforcement of any technical noncompliance with the LUC.

For reasons stated above I do not believe the LUC is presently in force or effect. I believe the LUC was properly terminated by contract by the Regional District Board at its meeting held September 16, 1982.

If I am mistaken on my last point, I am confident that the principles of estoppel and other equitable doctrines and maxims would and should be applied to prevent any harm to any member of the community who has conducted themselves in good faith understanding the conduct to be lawful and especially so when provided numerous representations assurances and approvals by the lawful authority the RDOS and its staff. This should be the case even if the RDOS staff were mistaken or indeed making further errors wrongfully representing those uses to be lawful over all those years.

When a landowner engages in a use that the local authority confirms repeatedly is lawful and legal, and when zoning bylaws and permitted uses in writing are referred to repeatedly confirming those lawful uses, and then and “administrative error” is discovered having occurred over 30 years ago, it is grossly unfair and unjust to declare those uses suddenly “illegal” under threat of both express and implied consequences of prosecution and enforcement including injunctive relief. The damage done to those who believed reasonably they were engaging in lawful use is potentially tremendous. The damage done to neighbours who don't like the use, notwithstanding it was considered lawful for years, to now be encouraged in their expectation that the “illegal” use will be stopped is also tremendous.

I repeat my recommendation that the RDOS needs to exercise great restraint and leadership under the guiding principle of POGG to not allow the unfortunate RDOS administrative error of failing to properly discharge a registration on title from being used as a weapon to attack and harm members of the community who have conducted themselves lawfully and reasonably and in good faith upon reasonable assurances, representations, approvals, and conduct of the RDOS for a period of years.

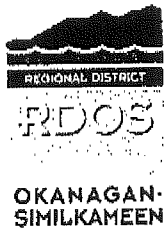
I trust this letter will be put before all the Directors of the RDOS involved in considering this matter. I confirm that I have copied this letter to the RDOS Advisory Planning Commission for their consideration as well.

I do support the bylaw to remedy the administrative error made by the RDOS in 1982 by application of the "Early Termination" mechanism. I also support the "Voluntary Discharge" option. I also believe that any zoning should be consistent with all zoning permitted uses and representations made in the past years subsequent to the error made in 1982 and that any differences or changes be respectful of all uses considered lawful and legal in the interim regardless of the RDOS error in 1982 (i.e. light "grandfathering"). I encourage the RDOS to look on that as done as that which ought to have been done.

Yours truly,


Ronald J Obirek /

cc. Donna Butler
Christopher Garrish
Tom Styffe
Advisory Planning Commission
Attention: Sue Gibbons
Heritage Hills and Lakeshore Highlands Homeowners Association
Attention: Doug Lychak, Pres.
Mark Pendergraft
George Bush
Terry Schafer
Tom Siddon
Karla Kozakevich
Michael Brydon
Elef Christensen
Bob Coyne

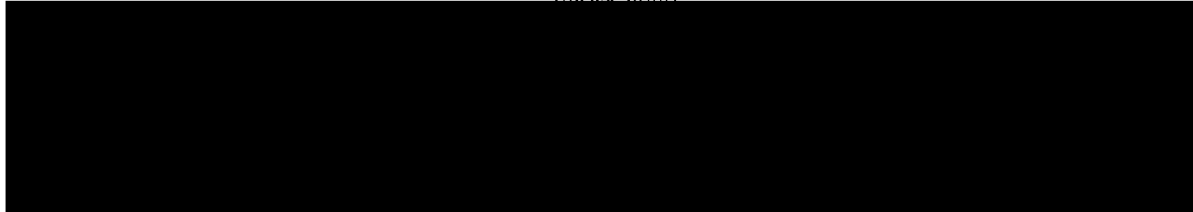


Feedback Form

Regional District of Okanagan Similkameen
 101 Martin Street, Penticton, BC, V2A 5J9
 Tel: 250-492-0237 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

TO: Regional District of Okanagan Similkameen **FILE NO.:** D2015.020-ZONE

FROM: Name: Jane / Anthony RAGE
(please print)



RE: "Early Termination" of Land Use Contract No. LU-3-D and replacement with land use designations under the Electoral Area "D-2" Official Community Plan Bylaw and Zoning Bylaw.

My comments / concerns are:

- I do support these bylaws.
- I do support these bylaws, subject to the comments / conditions listed below.
- I do not support these bylaws.

For property owners in the **Heritage Hills** neighbourhood, which zoning do you support:

- RS1 Zone
- SH5 Zone
- No preference

For more information visit: www.rdos.bc.ca

(Departments → Development Services → Planning → Projects → Early Termination of Land Use Contracts)

Written submissions received in relation to this process will be considered by the Regional District Board prior to 1st reading of any amendment bylaw and subsequently included in the public hearing binder.

Feedback Forms must be completed and returned to the Regional District no later than **July 8, 2015**
 In-person: 101 Martin Street, Penticton, BC, V2A-5J9 / Fax: 250-492-0063 / Email: planning@rdos.bc.ca

ADMINISTRATIVE REPORT



TO: Planning & Development Committee

FROM: B. Newell, Chief Administrative Officer

DATE: October 15, 2015

RE: Electoral Area “D-1” Official Community Plan update – Significant Changes

THAT the summary of the significant changes to the Electoral Area “D-1” Official Community Plan be received for information only; and

THAT the Board of Directors support all Resource Area (RA) properties to remain as 20 ha minimum parcel size with no re-designations within the Plan area.

Purpose:

The purpose of this report is to provide an overview of the significant policy changes anticipated in the updated Electoral Area “D-1” Official Community Plan (OCP).

This report also addresses three submissions that have been submitted by “D-1” OCP Citizen’s Committee members requesting certain directions for the OCP. One proposal, (RA properties along Green Mountain Rd) is being brought forward to seek Board direction on as there has not been agreement reached between the committee, staff and the consultants. The other issues have been incorporated into the body of the report.

All three of the submissions are included as separate items on the agenda. Also included is staff response to the Green Mtn Rd proposal to be considered by the Board.

Background:

The current Electoral Area “D-1” Official Community Plan (OCP) was originally adopted in 1999. Through the 2008 Repeal and Reenactment process the bylaw was reformatted although no substantial policies changes were made at that time.

The Board identified the review and update of the “D-1” OCP as a strategic project in the 2014 Business Plan with anticipation that it will be a two year project. A request for proposals for the project was issued in June 2014 with the project awarded to EcoPlan International at the September 18, 2014 Board meeting.

When undertaking the preparation of a new OCP, Board Policy P6410-00.06 (Land Use Bylaw Disclosure Policy) requires that Administration appraise the Board of:

- (i) *All significant policy changes, and*
- (ii) *A list of subdivision applications in progress which may be adversely affected by proposed development rights (i.e. use and / or density).*

The OCP review and update project was broken down into four phases of work. The first phase (Where are we now?) included:

- Background research - mapping, related reports, policies and studies;

-
- Technical reports completed including an *Infrastructure Study* that reviewed community water and sewer purveyors capacity. Because groundwater is such an important topic for the area, a Hydrogeological Assessment of Aquifers was also undertaken (Piteau, 2015) and included in the Infrastructure Report; and
 - A Fire Hazard Management report was also completed as part of the technical background.

The second phase (Where do we want to go?) responded to the first round of community engagement and consultation to seek the big picture issues, concerns, and positive aspects of D-1. This phase included:

- Community engagement through an Open House, launching the dedicated D-1 Update website, community surveys, establishing a citizen's committee, word of mouth, focus groups, stakeholder interviews, meetings with PIB; and
- Draft of new directions and framework for OCP.

The third phase (How do we get there?) is where the bulk of the time has been spent reviewing each section of the OCP and making revisions. This phase includes:

- Further community engagement and consultation; and
- Preliminary drafts of OCP developed and reviewed by sections by citizens committee and staff.

The fourth and final phase is the wrap up of the project as it heads into the formal process of adoption. Including:

- Finalize the draft OCP;
- Informal referrals to key agencies; and
- Formal referrals and Bylaw adoption process.

Analysis:

While a more comprehensive listing of 'significant policy changes' in the draft Electoral Area "D-1" OCP is presented in Attachment No. 1, Administration considers that the most significant policy changes contemplated are listed below. Requests that differ from the proposed policies are summarized in the appropriate section.

Rural Growth Area boundaries and associated policy

- Consistent with the South Okanagan Regional Growth Strategy (RGS), the draft "D-1" OCP identifies three Rural Growth Areas with objectives and policies for each. The three designated rural growth areas are Kaleden, Apex and Twin Lakes. Each area has its own set of challenges when contemplating growth.
- Kaleden is the most central settlement area that could see some growth potential; however, new subdivisions and higher densities are difficult until such time the area is serviced with a community sewer. There are, however, a number of existing zoned parcels that could develop without rezoning or subdivision.
- Apex has both community water and sewer and has capacity and willingness for growth, it is however, essentially a resort area community and not poised for full-time residents.
- Twin Lakes would, in all likelihood, not have been designated a rural growth area if it were not for the existing zoning and proposed development of the golf course; therefore, the Plan highlights

the growth area only at the centre of the golf course and strategically proposes a phased mixed use development. The current hillside low density residential zoning is anticipated to be amended and removed as part of a development application. The developer supports the development strategy. Water remains a concern at Twin Lakes and also within most of “D-1” and numerous water sustainability policies have been added in the Local Area policies.

Local Area specific policies

- While the entirety of D-1 shares many similarities and policies, certain areas have special considerations and the new OCP includes local area policies for Apex, Kaleden, St Andrews, Twin Lakes and other areas with small settlements, including: Farleigh Lake, Marron Valley, Green Mountain Road.
- Of specific interest are the changes in the St Andrews area in regards to also protecting DRAO’s requirement for no/low Radio Frequency Interference (RFI). The OCP recognizes that St Andrews has not fully developed all of the original phases, the majority of which were slated as being within the RFI protected area, and therefore has placed a higher density residential designation on the land outside of the RFI and replaced the low density areas within the RFI. New zoning to reflect OCP changes will require an early termination of the LUC for St Andrews.
- There has been very recent communication with new owners of properties in the St Andrews area; however, at this time it is not known what the intentions are to develop the final phase of the St Andrews Strata Plan.
- Also, of note, are the changes to the Twin Lakes area, in particular the current proposed development. With the growth area only shown near the centre of the golf course, the density from the proposed residential development will be transferred from the hillsides onto the golf course for a mixed use, clustered pedestrian scaled, phased development that includes a requirement for water monitoring for 10 years prior to phasing in further development.

Heritage and Indigenous recognition

- The Plan recognizes and supports the heritage values that include a number of important cultural sites and landscapes of profound value to Penticton Indian Band, Lower Similkameen Indian Band and Okanagan Nations Alliance members. Through consultation with PIB, indigenous language throughout the Plan has been used where known.

Environment, Conservation and Recreation, Parks, and Trails

- The Plan now separates sections for Parks, Recreation and Trails, and for Natural Environment and Conservation with background information, objectives and policies for each. The Natural Environment Section now contains separate sub-sections for riparian and foreshore areas, terrestrial areas, and Conservation Area designated lands.
- The Parks, Recreation and Trails section has been largely informed by the RDOS Master Trail Plan. The Parks section now categorizes parks as being a regional district park, a local park, the KVR, a Provincial Recreation Area, and other recreation areas such as golf courses.
- There is a sub-section for Parkland Dedication policies that provides direction for the Board and for staff when considering a parkland dedication as land or as cash-in-lieu. The policies follow the *RDOS 2010 Parkland Dedication Policy* and provincial legislation.

A submission has been received from an OCP Committee member outlining a number of proposed changes to the Parkland Dedication policies. The proposed changes are attached as a separate item.

Staff supports the current *2010 RDOS Parkland Dedication Policy* that has been included within the policies of the OCP and feel confident that the current practise meets Provincial legislation. There are numerous criteria the Board is asked to consider when determining a potential parkland dedication, including that the park proposals must provide a benefit for the community. If the Board wishes to complete a full review of Parkland Dedication policies, it may choose to raise this project as a priority for the future.

Resource Area

Resource Area policies now include the identification and establishment of a Watershed Resource Area for watersheds designated as community watersheds under the Forests and Range Practises Act, with specific policies protecting the designated watersheds.

The policy to maintain a 20 ha minimum parcel size for RA has not been revised nor have any re-designations of RA properties been recommended.

Communication with First Nations is supported in a policy regarding management and development of Crown resources.

A proposal has been submitted from a number of residents of the Green Mountain Rd area and the OCP Citizen's Committee made a motion at its September 30, 2015 meeting to bring this proposal forward for Board consideration, and attached as a separate item.

The proposal seeks to re-designate a number of properties along Green Mountain Rd, from Farleigh Lake to Apex Road junction to Large Holdings from Resource Area to facilitate permitting 8 ha parcel subdivision potential.

Staff have responded to the proposal and shared this with the committee, outlining how land use planning decisions are made and provided three options for either re-designating or allowing special RA rezoning with a 8 ha parcel size, concluding with a recommendation that the 'status quo' be maintained for Resource Area. There does not appear to be aspects unique enough in this area to warrant special re-designation in favour of numerous properties as Large Holdings along Green Mountain Rd. Furthermore, the size of parcels in question would see the potential to create up to 40 new 8 ha parcels based on parcel size and direct access to Green Mtn Rd. Realistically due to physical and access constraints and desire to subdivide, the number would be lower; however, given the potential of this area to subdivide it would not be consistent with the RGS in terms of rural infill.

Water sustainability

- Due to the strong concerns about groundwater and surface water in D-1, numerous policies throughout the OCP recognize and support water sustainability.
- Of note are new policies directed at Twin lakes and St Andrews, both areas being identified as having aquifers at risk. Policies now include that additional information for aquifer protection may be required, such as a professional analysis of the hydrological system, type of aquifer, aquifer boundaries, local surface water, and estimated recharge area; a description of users within 1 km of the site; a preliminary pre-development water budget; water quality and potential for contamination.

-
- Also required would be details on the proposed work and alteration of lands and how it would impact the existing aquifer and surface water, as well as specific recommendations on well and aquifer protection measures and monitoring recommendations.

A powerpoint submission was made at the OCP citizen's committee meeting of September 16, 2015, by members of the committee concerned about the aquifer identification and protection, specifically in the Twin Lakes area. This submission is attached as a separate item on this agenda.

The new OCP contains numerous policies throughout the bylaw on the protection and sustainability of both surface and groundwater. Staff recognizes the concerns about water protection and feels that the new OCP goes well beyond the existing OCP and further than any other bylaw in the RDOS to protect water resources, given the limitations of local government.

Environmental Stewardship and protection

- There are policies with a stronger environmental focus throughout the Plan. The section on Natural Environment and Conservation now has separate areas for riparian and foreshore, terrestrial and Conservation policies.
- The ESDP section reflects the new direction for process and mapping.

Next Steps:

A final round of public consultation will begin shortly using several methods of outreach including an open house in Kalelden on November 18, 2015, updates and surveys on the website, newsletter and informal referrals to key agencies.

It is anticipated that first and second reading of the D-1 OCP Bylaw be coming to the Board by February 2016.

Respectfully submitted:

E Riechert

E. Riechert, Planner

Endorsed by:



C. Garrish, Planning Supervisor

Endorsed by:

D. Butler, Development Services Manager

Attachments: No. 1 – list of Significant Changes and Subdivisions in Progress

Attachment No 1 – Significant Policy Changes

The following is an overview of significant policy changes in the Draft Electoral Area “D-1” Official Community Plan (OCP)> the changes are presented under their respective headings, in order in which they appear in the draft OCP. It should be noted that not every change to the existing OCP is identified in this Attachment. Minor policy additions or modifications to wording have not been included.

Community Profile (revised and expanded)

This section includes a geographic and historical description of the many rural and diverse settlement histories in the Plan area, including a discussion of the Penticton Indian band. While no in the RDOS jurisdiction, a significant portion of the plan Area is occupied by PIB reserve lands. It is important to note the PIB has initiated a significant residential development called Skaha Hills, that proposes up 600 new single and multi-family homes. Updated data on demographics and projected population growths are also included.

Vision and Broad Goals (revised)

The new vision that share a set of common values and a shared vision has been included along with 9 broad goals that reflect the input and priorities of residents.

Growth management (revised and new)

The Growth Management section has been expanded to include residential capacity of land available within rural growth areas and has compared it to the estimated population projections. It has been determined that there is sufficient residential capacity. This section contains maps, capacity analysis along with objectives and policies.

Based on population forecasts based on historical population trends, the population as a whole in “D” has declined since 2006, it is anticipated that some growth is expected over the next twenty to thirty years. The OCP forecasts a low range of 0.5% to a high range of 3.5% with an approximate medium rate of 2%. This rate equates to approximately 160 and 240 new residents by 2031 (low to high projections).

The Growth Management section now also contains general Local Area policies and specific policies for Kaleden, Apex, St Andrews, Twin Lakes, and other areas.

Resource Area (revised and expanded)

Resource Area policies now include the identification and establishment of a Watershed Resource Area for watersheds designated as community watersheds under the Forests and Range Practises Act.

The policy to maintain a 20 ha minimum parcel size for RA has not been revised. Communication with First Nations is supported in a policy regarding management and development of Crown resources.

Agriculture (revised)

This section now includes a policy requiring that any proposal for an ALR exclusion must be accompanied by an assessment from a qualified professional Agrologist stating that the land has been incorrectly designated land the exclusion would not negatively impact nearby agricultural values.

Also included is a policy recommending that any new development adjacent to agricultural land provide sufficient buffering according to the Ministry of Agriculture’s Guidelines.

Rural Holdings (revised)

Now contains separate policies for Large and Small Holdings.

Residential (revised and expanded)

Three residential designations have been recognized in the plan: residential Low Density (LR); residential Medium Density (MR); and residential Mixed Use (RMU). Within Apex and Twin Lakes growth areas land has been designated as RMU. There are now specific policies for low density, medium density and mixed use residential designations.

Commercial (revised)

The Plan recognizes a limited capacity for commercial activities but does continue to support the area around the Kaleden post office and general store as general commercial, and maintaining the existing highway commercial along Highway 97. No further lands have been designated as Commercial.

Policies have been developed for both general Commercial and tourist Commercial.

Administration, Cultural and Institutional (revised and expanded)

School enrollment data at the one elementary school in the Plan area has been confirmed as being stable. There is recognition that protective services are multi-jurisdictional in the Plan area and the RDOS continue to work with other governments to ensure adequate services are maintained. Fire protection for all established communities is supported.

A revised section dealing with the Dominion Radio Astrophysical Observatory (DRAO) supports no further rezoning or subdivision within the Radio Frequency Interference (RFI) area. There is also a policy encouraging the Federal Government to purchase lands that pose the greatest risk of RFI whenever possible. A good neighbour Agreement between DRAO and nearby properties such as St Andrews is also encouraged to create awareness and education around DRAO's mission and needs.

Informed by the newly completed 2015 *Regional Heritage Strategic Plan*, the Heritage and Cultural Resources section has been updated and includes support and recognition for cultural resources in the Plan area. Policies also include recognizing the rich First Nations cultural features that exist in the Plan area.

Parks, Recreation and Trails (new and revised)

The Parks, Recreation and Trails section has been largely informed by the RDOS Master Trail Plan. The Parks section now categorizes parks as being a regional district park, a local park, the KVR, a Provincial Recreation Area, and other recreation areas such as golf courses.

There is a sub-section for Parkland Dedication policies that provides direction for the Board and for staff when considering a parkland dedication as land or as cash-in-lieu. The policies follow the *RDOS 2010 Parkland Dedication Policy* and are consistent with the Provincial Best Practises for Parkland dedication.

Policies include completion of the KVR linking Kaleden to the City of Penticton; support the provision of public access to Skaha Lake; support to work with regional partners and local environmental organizations to support wildlife education programs to minimize wildlife/human conflicts. There are also several policies on parkland dedication for the Board to consider when new park land is being contemplated.

Natural Environment and Conservation (new and revised)

The new Natural Environment and Conservation section includes background information, objectives and policies for the natural environment and conservation. The section now contains separate sub-sections for riparian and foreshore areas, terrestrial areas, and Conservation Area designated lands. Policies have been informed by *Keeping Nature in Our Future: A biodiversity Conservation Strategy for the South Okanagan-Similkameen* (2013).

Hazard Lands (revised)

The Hazard Lands section has been revised and expanded to include greater understanding of the types of hazards in the Plan area. Schedules under this section include maps on soil stability; steep slopes; and wildfire. A new subsection of Fire Management is now included which provides policies on requiring a fire hazard risk assessment report if a new subdivision is identified as being in a high or very high fire hazard risk area.

A new policy regarding radon gas is also included in this section.

Transportation (revised)

The Transportation section has been revised to encompass and enable safe, efficient mobility of goods and people with the Plan area. The Plan supports and encourages the provision of safe pedestrian and cycling opportunities as improvements are made to the roadways. The policies in this section have been informed by the *Okanagan Similkameen Transit Future Plan*.

Infrastructure and Servicing (revised and expanded)

This section provides information of a general approach to coordinating infrastructure planning in the Plan area. There are also sub-sections on water supply and distribution; wastewater and sewage; stormwater management; solid waste; and other utilities. This section also includes a detailed aquifer map of the Plan area showing the number of aquifers.

There have been numerous new policies included to protect water resources and help build sustainable development. Of note are new policies directed at Twin lakes and St Andrews, both areas have been identified as having aquifers at risk. Policies include that may require additional information for aquifer protection such as a professional analysis of the hydrological system, type of aquifer, aquifer boundaries, local surface water, and estimated recharge area; a description of users within 1 km of the site; a preliminary pre-development water budget; water quality and potential for contamination. Also required would be details on the proposed work and alteration of lands and how it would impact the existing aquifer and surface water, as well as specific recommendations on well and aquifer protection measures and monitoring recommendations.

Aggregate and Mineral Resources (new)

This a new section in the OCP that was separated from the Industrial section where it was contained in the old OCP. This section contains policies on criteria to be addressed if a processing of aggregate material application is proposed. The policies include supporting the Provincial reserve against mineral claim staking in the designated sections of White Lake Basin.

Climate Change and Greenhouse Gas Reduction (revised)

Language was updated in this section reflecting the BC Climate Action Charter.

Temporary Use Permits (no change)

Reflects the most current TUP policies in other Electoral Areas, including vacation rentals.

Development Permit Areas (revised)

There has been changes to the Environmentally Sensitive Development Permit (ESDP) Area section that reflects the direction being proposed for all electoral areas. There have been no changes to the Watercourse Development Permit area and no new development permit areas have been created.

Implementation (new and expanded)

This section includes a list of implementation items to be initiated once the OCP is approved. Included in this list are zoning bylaw amendments, subdivision servicing bylaw, and discharge/termination of Land Use Contracts, including St Andrews and Twin Lakes as priorities.

List of current subdivisions in process that may be negatively impacted
--

There have been nine subdivision applications identified for the Plan area; however, not all of them are active or would be negatively impacted. Ministry of Transportation considers all applications 'active' whether or not they have been given a PLA or PLNA. Only two active subdivisions may be impacted with new policies in her OCP:

- Twin Lakes. The OCP proposes a direction other than is in the current plan and one which the developer has been involved with finalizing.
- St Andrews area received a Preliminary Layout Not Approved (PLNA) in December 2009 and there has been no activity with the lands being for sale. Recently the lands have been sold and it is anticipated that there may further interest in development. It is not known at this point how or if development rights will be impacted with any new proposed subdivision.



The data provided in the 2015 OCP is used as a tool for future development & utilization of Area D1.

We request some key points be added to the OCP.

Correct the definition for Twin Lakes Area in the 2015 OCP for Area D1.

*The “Twin Lakes Area” is **not** as the Infrastructure Study states, the Twin Lakes 6 lot Strata.*

It is from Horn Creek to Marron Lake, the roads in between including the upland areas of Grandoro Rd., Sheep and Toy Creek, south to White Lake SW Rd., along highway 3A, Twin Lakes Rd., Taggart Crescent, Jebbs Rd., Kaleden Acres and Bobcat Rd.

All of these areas will be affected if the storage in the Twin Lakes Aquifer #261 diminishes.

9/16/2015 3:22 pm

Marron Valley



GeoBC

Image © 2015 DigitalGlobe
© 2015 Google

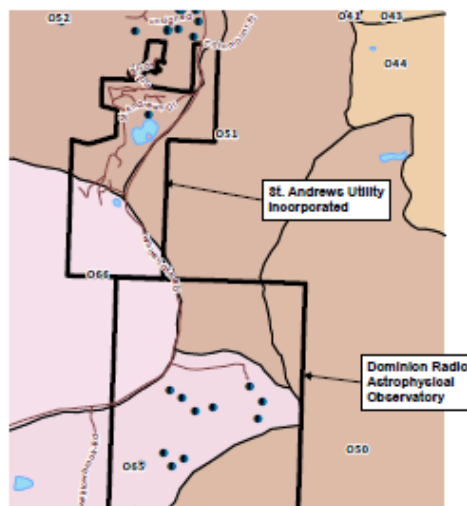
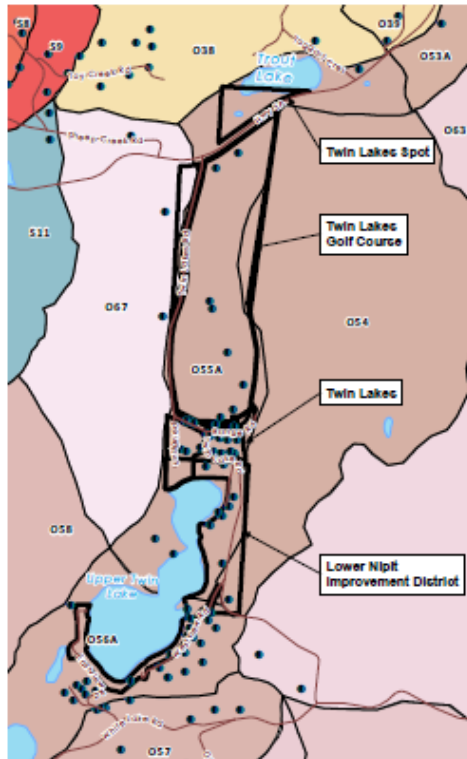
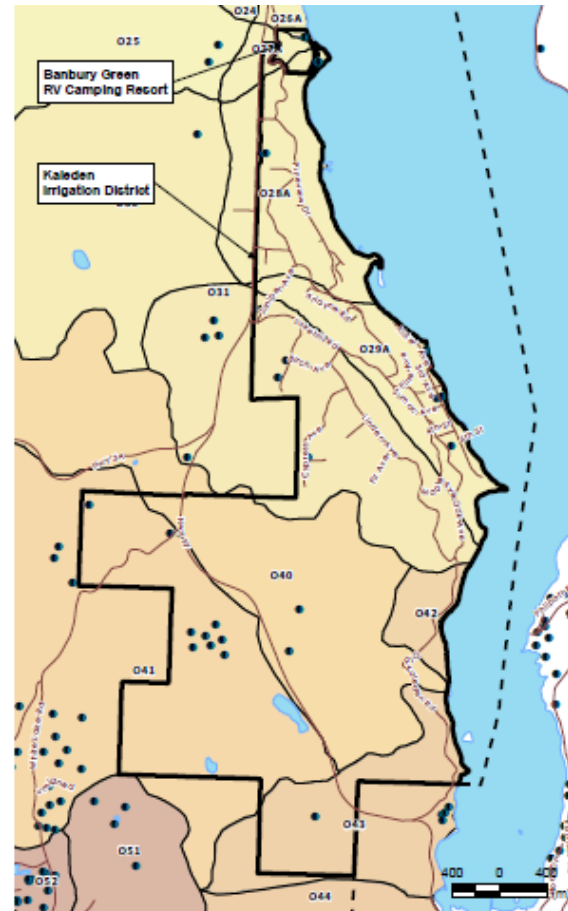
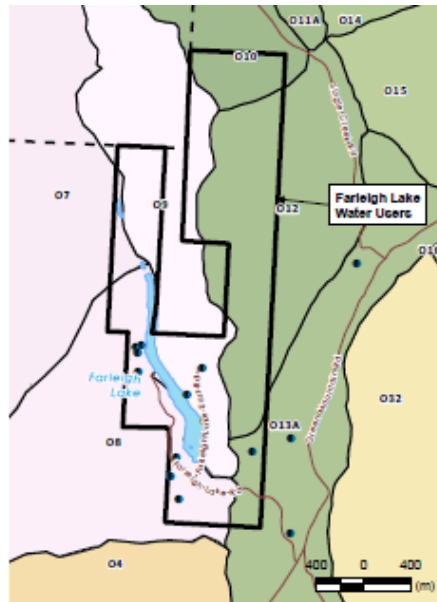
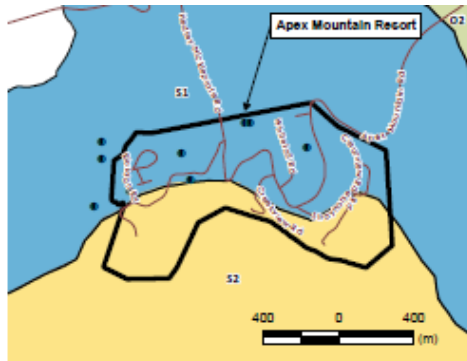
Google earth



2004

Imagery Date: 8/3/2012 49°20'38.55" N 119°42'19.91" W elev 2913 ft eye alt 29117 ft

Technical report Aquifer boundaries are arbitrary



RDOS
OKANAGAN
SHEKAMKANEEN

The Regional District of Okanagan Similkameen and EcoPlan International
2015 Official Community Plan

Legend

- Electoral Area D-1 Boundary
- Settlement Service Areas
- Known Wells (from BCGOV ENV Water Protection and Sustainability Branch)
- RDOS Electoral Area D1 Aquifers

Aquifer Number

- O Okanagan Watershed
- S Similkameen Watershed
- A Alluvial Aquifer (Suffix)

Note: All aquifer numbers without an A refer to bedrock aquifers

Map from report by Piteau Associates Engineering Ltd. entitled "Technical Memorandum-Hydrogeological Assessment of Aquifers in Electoral Area D-1, Regional District of Okanagan Similkameen"

Aquifer boundaries developed by Piteau Associates are preliminary and is not warranted as to its accuracy and is provided for illustrative purposes only.

kwl KERR WOOD LEIDAL
consulting engineers

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Project No. 3393-018	Date April 2015
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**Electoral Area D-1
Aquifers and Wells**

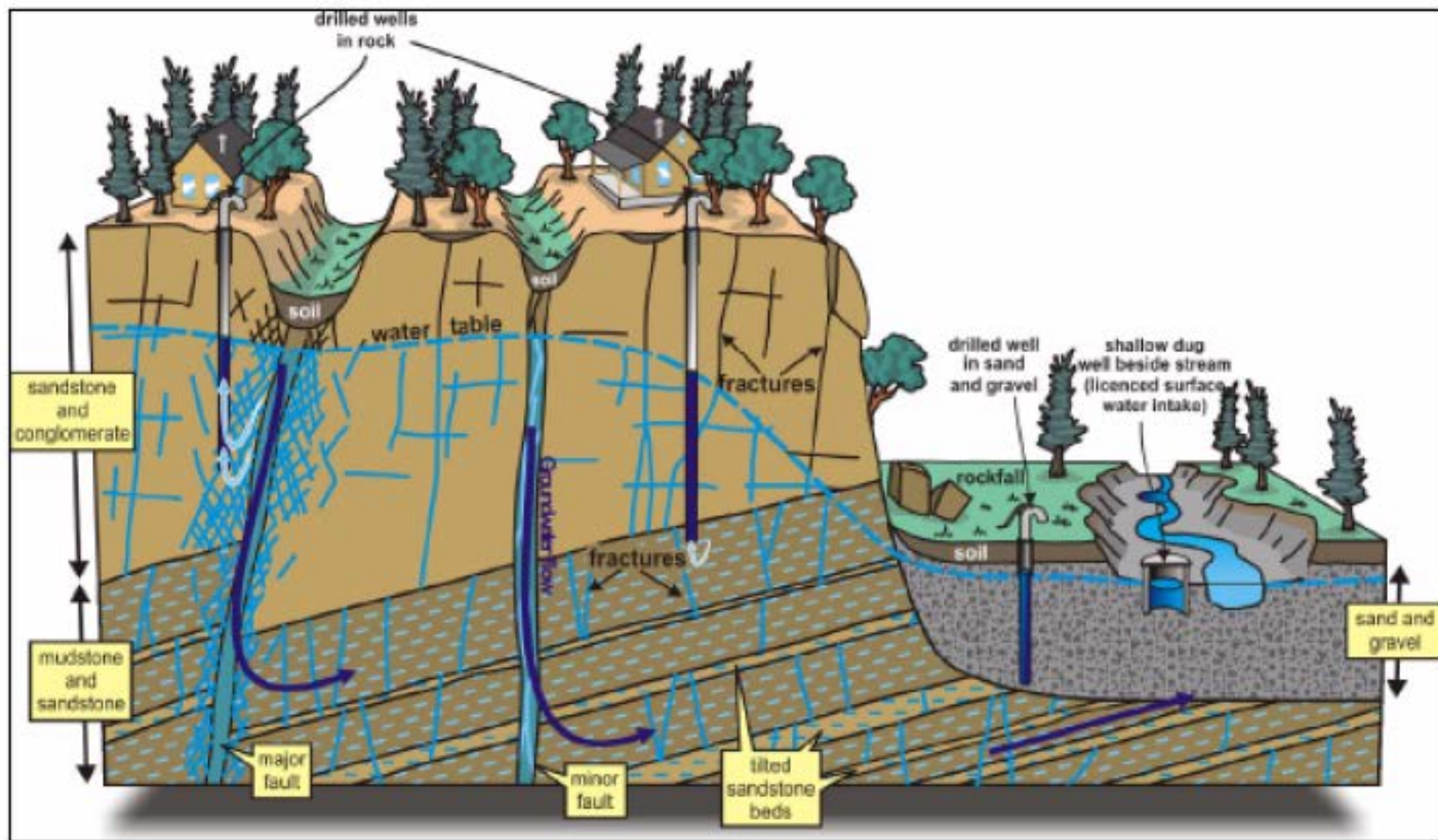


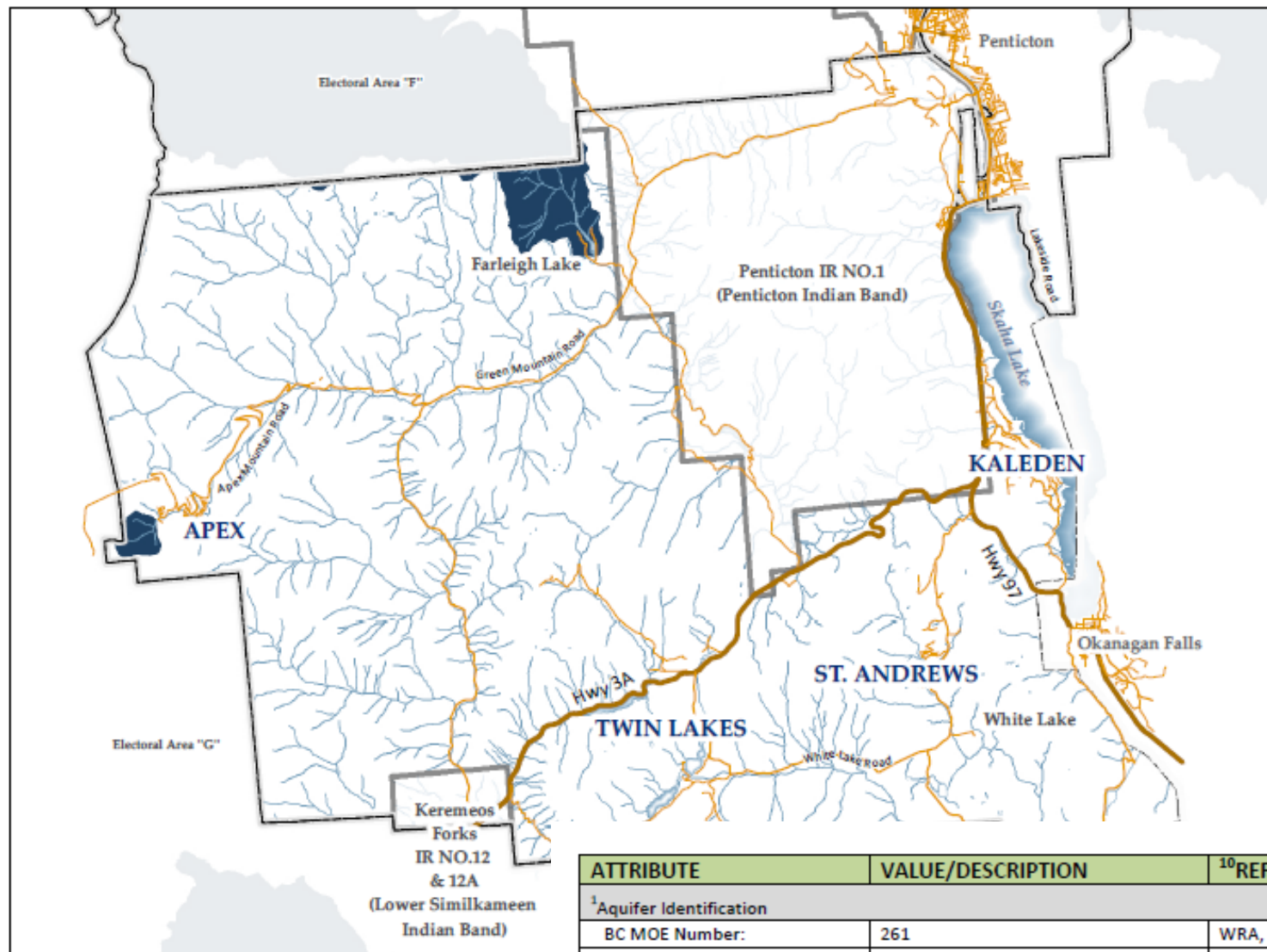
Figure 1. Ground water fills cracks and pores below the water table.

Source: Natural Resources Canada (http://ngwd-bdnes.cits.nrcan.gc.ca/service/api_ngwds:def/en/brief/pr_i03_mj.html)

Water, both surface and groundwater in this aquifer is hydraulically connected in the valley bottom from Horn Creek to Marron Lake.

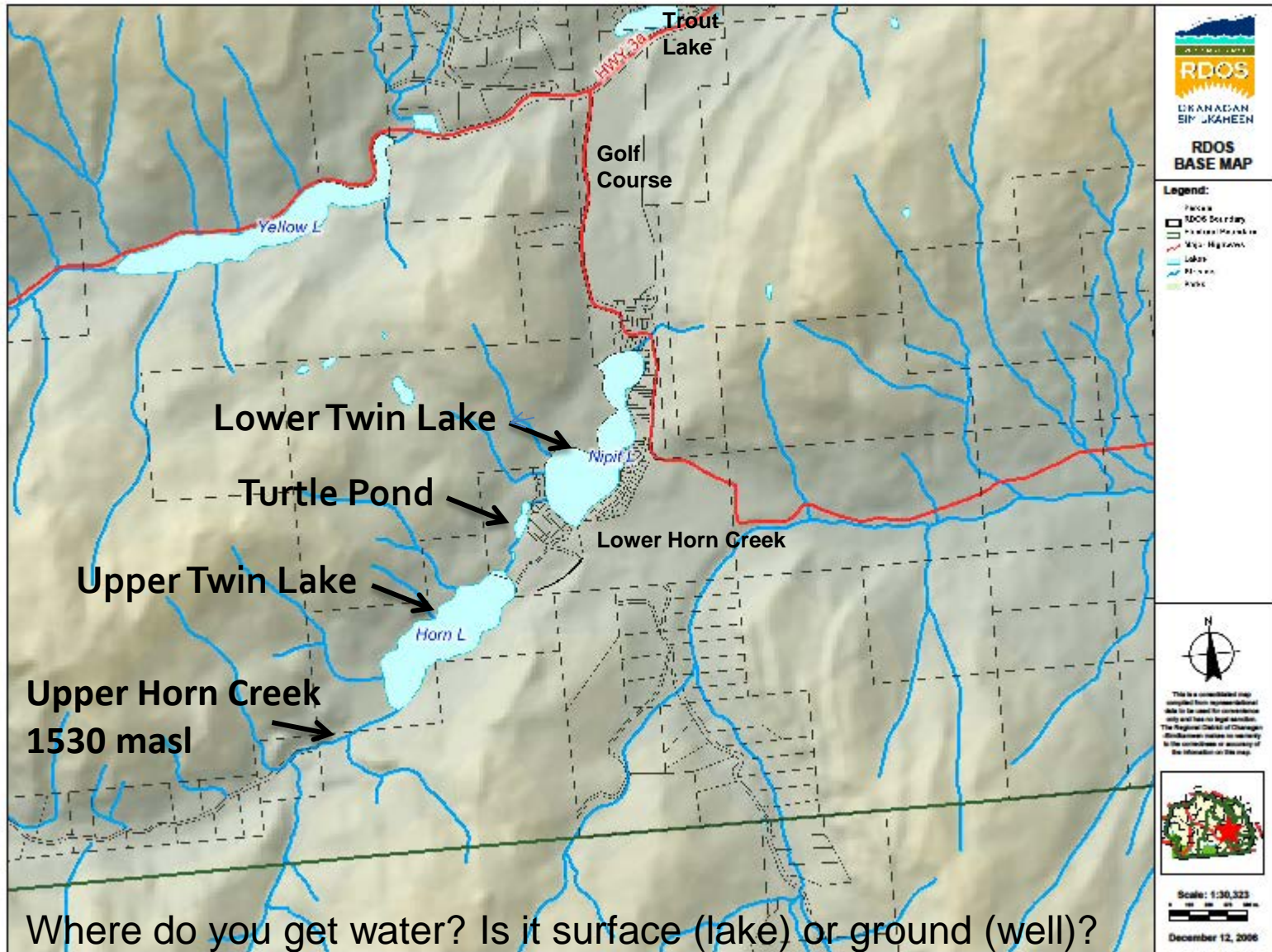
We request the upland watershed and aquifer #261 IIB maps be included in the OCP D1 to show the inter-dependence for water sustainability.

Figure 12: Plan Area – Designated Community Watersheds



ATTRIBUTE	VALUE/DESCRIPTION	¹⁰ REFERENCE(S)
¹ Aquifer Identification		
BC MOE Number:	261	WRA, BC MOE, 2007
Descriptive Location (Name):	Marron Valley	ACW, BC MOE, 2007
² BC MOE Classification:		
	IIB	WRA, BC MOE, 2007
Aquifer Type:	Unconfined	ACW, BC MOE, 2007
Aquifer Dimensions		
¹ Approximate Size (km ²):	5 km ²	ACW, BC MOE, 2007
³ Estimated Avg. Thickness (m):	Approximately 25 m	Selected WL, BC MOE, 2007
³ Est. Avg. Bottom Depth (m):	Approximately 37 m	
Stratigraphy and Geology		

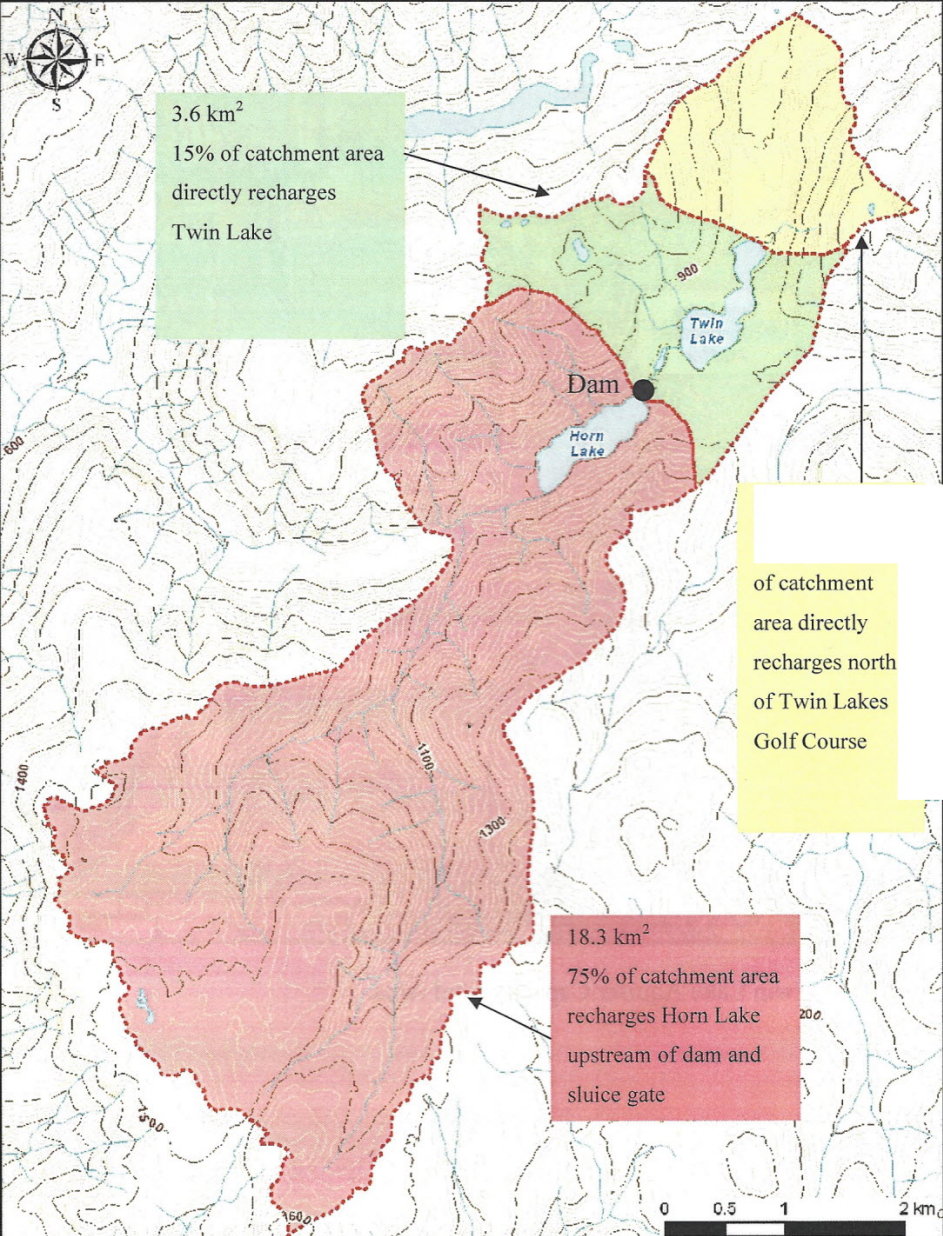
Twin Lakes Area – Conserve this Gem



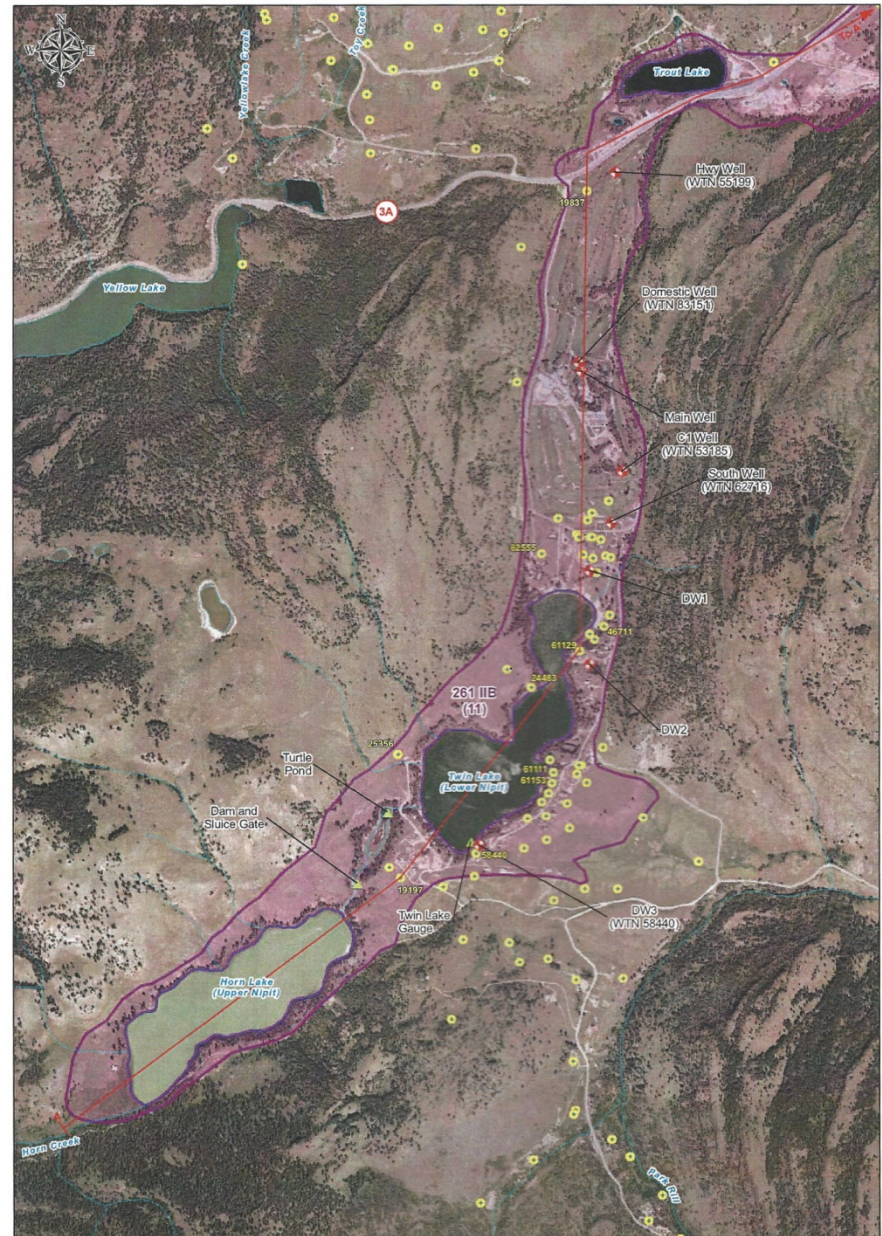
Surface and ground water are hydraulically connected.

**Request the Area D1 OCP identify
Aquifer #261 is vulnerable because of the
limited upland ground water Area.**

*There is no other water source available if
this aquifer is over drawn.*



Watershed



Aquifer outlined in purple

Align the Area D1 OCP with the Water Sustainability Act (WSA) which definitely connects surface and ground water.

4 keys points of the WSA

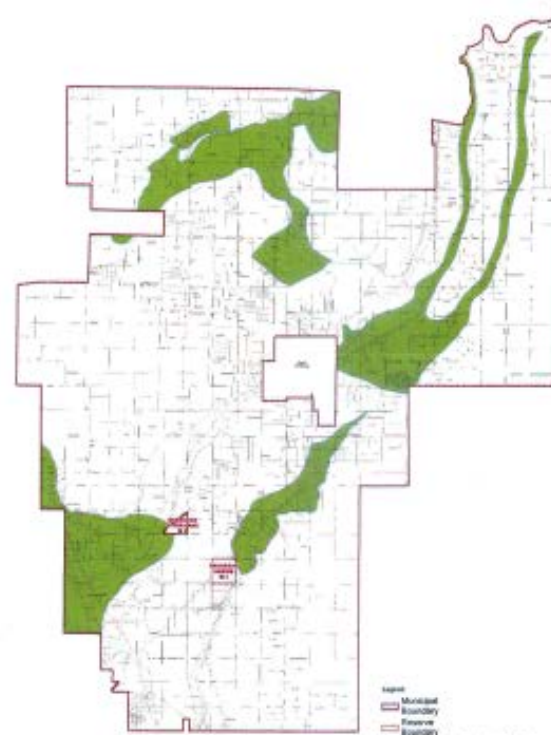
- Licencing groundwater use,
 - Groundwater protection, (knowing the hydraulic connectivity of surface and ground water)
 - Dam safety and
 - Strengthening compliance.

We request the Area D1 OCP show the Twin Lake Area as a Community Watershed.

“Aquifer Protected Area” designation should be assigned to the Twin Lake Area in the OCP.

This designation is used for other regions of BC which rely on groundwater and require aquifer protection.




Areas of Vancouver Island, the Gulf Islands and here in the Okanagan, (Township of Spallumcheen) have Aquifer Protected Areas and identify Community Watersheds in their Official Community Plans.



This document is a public process of consultation. It is not intended to be a final decision. It is subject to change without notice. It is not intended to be a final decision. It is subject to change without notice.

DATA SOURCE: MINISTRY OF ENVIRONMENT
[HTTP://WWW.BCCOL.GOV.BC.CA/WATER/PLAN_PROTECT_SUT/118/GROUNDWATER/AQUIFER/VULN.HTML](http://www.bccol.gov.bc.ca/water/plan_protect_sut/118/groundwater/aquifer/vuln.html)

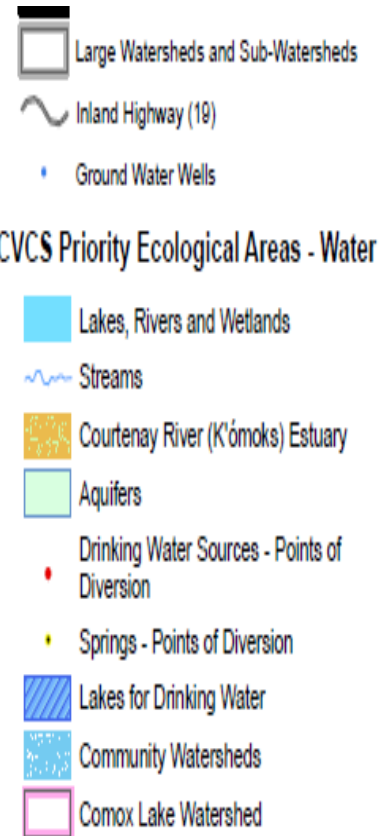
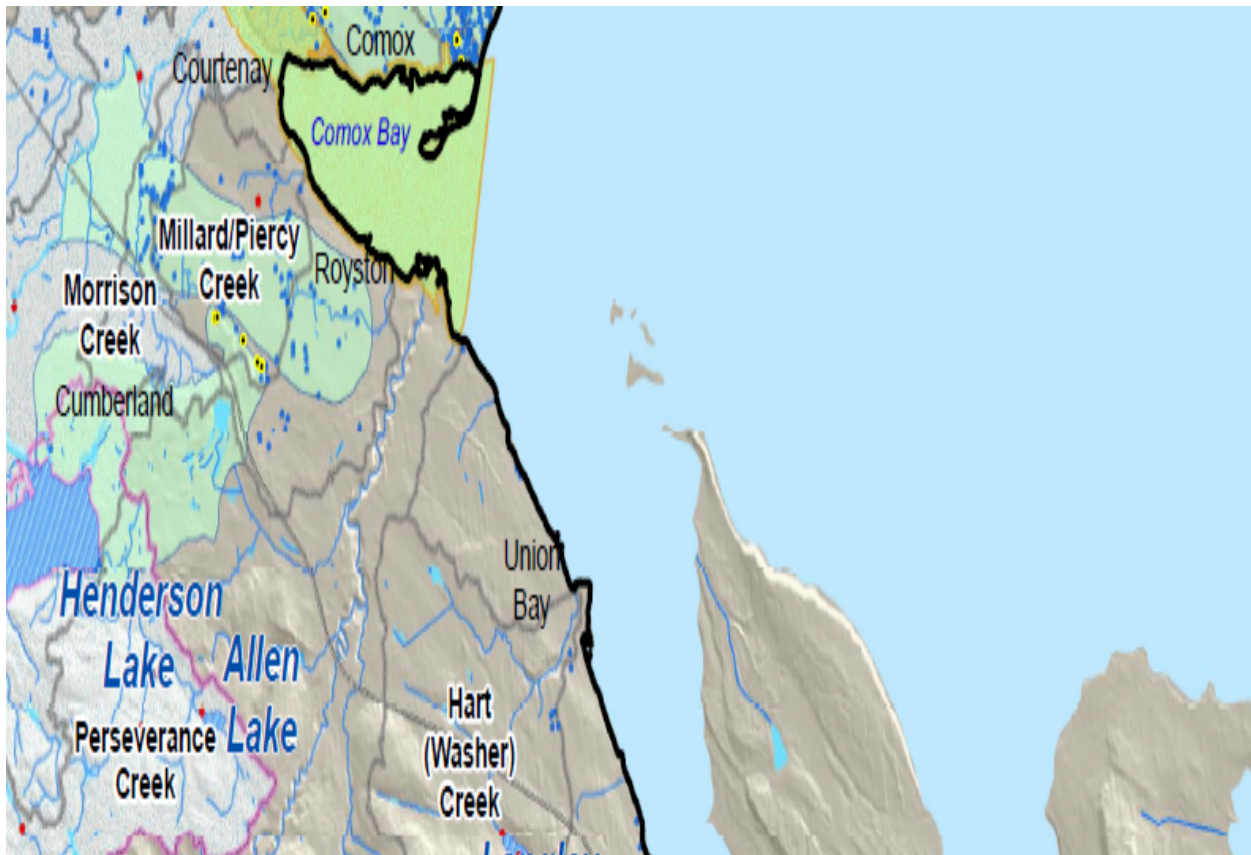
Some examples of effective OCP policy areas for aquifer and groundwater protection:

-  • Protect aquifers by establishing development permit areas that require buffer zones and site specific attention through permitting prior to development.
-  • Designate aquifer protection zone(s) and development permit areas for which studies may be required.
 - Commit the Local Trust Committee to an integrated water management planning approach that will coordinate action on the community water supply, rainwater management, green infrastructure and government regulations (e.g. RAR)
-  • Specify site design that maintains natural hydrologic cycles, including performance based measures such as managing rain water on site and not net increase in post development flows.
 - Encourage cluster development that minimizes impervious surfaces and other impacts across the landscape.
 - Direct LTCs to encourage communities to practice water conservation and protection.

Groundwater Protection Objectives and Actions:

1. Minimizes impacts on water resources
2. Sustain aquifers at healthy levels
3. Maximize infiltration
4. Reduce groundwater use
5. Protect groundwater quality

2012 Comox Valley Water Resources Map



Area D1 2015 OCP

- *There are many users of this watershed and aquifer. The OCP can show leadership by identifying the TLA and aquifer correctly.*
- *The OCP can assign the area as a Aquifer Protected Area and a Community Watershed.*
- *These actions are within the BC Water Sustainability Act.*
- *The RDOS has an opportunity to work with The Greater Twin Lake Stewardship Society, Lower Nipit Improvement District, Nature Trust of BC and the Twin Lake Golf Course to be a leader in sustainable water management.*

The new way—
conservation

Thank you for your consideration
to our requests.



To: the RDOS Board, D-1 OCP Citizens Committee, RDOS planners and consultants.

Re: Future Vision for the Green Mountain Road community.

An Official Community Plan (OCP) is the vision a community has for its future. The purpose of the D-1 OCP review is to create an OCP document that is accepted by the community, adopted by the Board, and will have a positive social, economic, and environmental impact on how the area grows and changes over time. We believe the current OCP needs to be improved to support the best future use of the properties along Green Mountain Rd.

Green Mountain Rd. is the only major corridor between the City of Penticton and Apex Ski Resort, the largest winter employer in area D1. On this road, from the Farleigh Lake turnoff (outside of the PIB land) up to a point just beyond the intersection of Apex Mountain Rd., are a group of properties that are 20ha+ in size and one property of 1.1 ha (none are in the ALR). These properties all have paved access via Green Mountain Rd. and they are a primarily zoned RA (AG-3, CT, SH-3 also exist).

When conducting an OCP review, the planners, citizens committee, and Board members should question: Are the properties along Green Mountain Rd. being utilized in the best way for the future of this area? We feel the best use of this land cannot exist with the current zoning of 20ha parcels. These parcels are not being used as viable agricultural land for many reasons: they are too small to commercially farm, they are constrained to a narrow mountainous valley with steep terrain, and they experience short periods of direct sunlight and a short growing season because of the high altitude. The residents of these properties all work in town and have found that 20ha parcels are too large to manage and maintain and ensure safe removal of deadfall and other wildfire risks.

We are proposing a re-designation of these lands in keeping with the principles of rural infill as outlined in the Regional Growth Strategy (RGS). The RGS understands that communities evolve over time and allows for infill development that: does not significantly increase the number of units or the established density, and that respects the character of the communities. We believe that the best future use for the properties along Green Mountain Rd. allows for these parcels to be re-designated to LH-2 (8ha+ in size). The LH-2 designation exists in other areas of RDOS and will support the creation of desirable parcels along Green Mountain Rd. This change will provide affordable rural properties for families who want to have hobby farms or market gardens. At the same time, it will adhere to the principles of rural infill by keeping with the character of the area and not significantly increasing the density of properties along Green Mountain Rd. [properties smaller than 8ha currently exist within the area as well as those zoned SH-3 allowing potentially smaller parcel sizes. The re-designation of 20ha properties into 8ha parcels (LH-2) within an area encompassing 803ha of paved access to Green Mountain Rd. does not significantly increase the density or qualify as rural sprawl]. We believe that an LH-2 designation demonstrates the 'best future use of this land', it will allow for infill without changing the rural character of this area.

A critical feature of allowing more parcels along Green Mountain Rd. is the existing infrastructure. In the process of re-designating these parcels to LH-2, there would be absolutely no additional costs to the RDOS or Ministry of Transportation (MOT). This area is fully serviced with: power, phone lines/internet, garbage collection, and is a designated school bus route. As a school bus route and the main access road to Apex Mountain Resort, we have dedicated snow removal all winter long and continuous road maintenance throughout the year.

There have been some concerns raised by the staff of the RDOS about making these changes to the D-1 area OCP. The main rationale for not permitting LH-2 rezoning is that it would set a precedent to additional and incremental development/ subdivision/ rural sprawl to other OCP's in the RDOS. They are concerned that Green Mountain Rd. is not a 'truly unique area' and that other areas in the RDOS will use this as a reason to be able to decrease their parcel sizes. Although we respect their opinion and expertise, we do not agree with their rationale. We are a unique area. There is no other community within area D-1, or the RDOS for that matter, that borders the main access road to a large mountain resort/recreation area, has all the crucial services in place and is only up to 20 minutes from the City of Penticton. Finally, you would be hard pressed to have anyone classify 8ha parcels as 'rural sprawl' in an area that is so geographically large and underutilized. We believe that 'setting a precedent' is not justification to deny what is obviously the best use for the land along Green Mountain Rd. Each proposal must be judged on its individual merits, and in this case, the ability to re-designate these parcels to LH-2 will create a positive future vision of this area. The overwhelming majority of the D-1 OCP Citizens Committee agreed with us, and voted in favor of a new LH-2 designation for this area of Green Mountain Rd. at their last meeting on September 16, 2015.

If approved by the RDOS board, the D-1 area OCP should be updated to reflect the best future use of the Green Mountain Rd. community. It could include a policy statement such as:

"In keeping with the principles of rural infill as outlined by the Regional Growth Strategy, the fully serviced properties bordering Green Mountain Rd. starting at the Farleigh Lake Rd. junction to just past the Apex Mountain Rd. junction will have the option of re-zoning to a new LH-2 designation."

The policy could also contain certain conditions for the parcels that can rezone to LH-2 as recommended by the RDOS staff, to include: privately held land, over 18ha in size, not in the ALR, outside of DRAO's RFI area, and having existing paved access road.

In closing, we believe that creating a new designation of LH-2 will allow for the best future use of the properties along Green Mountain Rd. We hope you support our rationale for this positive change and vote in favor of the LH-2 designation in area D-1's OCP as did the Citizens Committee.

Thank you for your time and careful consideration,

Residents of Green Mountain Road

Purpose

The purpose of this paper is to support a discussion with the “D-1” OCP Citizens Committee in response to residents’ request to permit subdivision on Resource Area (RA) properties in the area of Green Mtn Rd. This discussion paper provides an overview on how planning recommendations are made in the RDOS, and presents three options for consideration by the “D-1” OCP Citizens Committee for the OCP update and for RDOS Planning Services’ recommendation on the matter.

Planning ‘How to’ overview

By addressing the region’s important issues, both new and old, planning decisions can play an influential role in the future look and feel and sustainability of a region. Regional and rural planning envisions the diverse sum of parts that make up a region and provides strategic land use policies that best serve the region as a whole.

Unlike decisions in some other fields, planning decisions often have long lasting, widespread impacts. In addition, although many planning decisions may at first appear minor in nature, the cumulative impact of multiple minor decisions may be far reaching.

Planning recommendations are made using an assessment of relevant bylaws, policies and professional best practises. At the RDOS, planners use the following assessment tools.

The Regional Growth Strategy:

The *South Okanagan Regional Growth Strategy, Bylaw No 2421, 2007* (RGS), adopted in 2010, provides an overarching growth strategy for the Okanagan valley within which Electoral Area “D” is located. The goals contained in the RGS are based on building sustainable complete communities and were vetted through considerable public consultation and approved by the Regional District Board and all member municipalities. The *Local Government Act* establishes the purpose of a RGS which is “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 adopted, all RDOS bylaws and services *must* be consistent with the goals and policies provided in the strategy.

Official Community Plan Bylaws:

Official Community Plans (OCPs) are provincially mandated, legal documents containing objectives and policies to guide decisions on planning and land use management. Policies within an OCP also must be consistent with the RGS. The implementation of OCP policies takes place chiefly through the use of zoning bylaws.

Zoning Bylaws:

Zoning Bylaws provide specific regulations on designated lands. Regulations outline the permitted uses, density, parcel sizes and siting requirements of lands and any buildings or structures. Where a zoning bylaw is in effect, its regulations apply to all lands, including the surface of water and to all uses,

buildings and structures. Although the RDOS maintains zoning over Crown lands, neither the Province nor the Federal Government are legally obligated to adhere to zoning bylaw regulations.

Planning practises are also informed by academic research and planning study such as concepts explored by Randall Arendt in *Rural by Design*, and the work done through the *Smart Growth* organization.

Green Mountain Road proposal

As new policy directions are being contemplated for “D-1” through the OCP review process, there appears to be three options to deal with the proposal to allow further subdivision of Resource Area (RA) along Green Mtn Rd. These options include:

- 1) To re-designate some RA parcels to Large Holdings (LH)
- 2) To maintain RA but add conditions to allow for special consideration to rezone
- 3) To maintain the status quo with no changes to policy direction

The above options are each discussed below.

Option 1-Large Holdings designation

This option would re-designate some of the existing RA parcels as Large Holdings (LH) in the OCP. This would indicate that further subdivision into LH properties would be generally supported for these parcels. Rural holdings, such as LH are typically land used for acreages, hobby farms, limited agriculture, ranching, grazing and other uses that fit into the rural character of the area.

An inventory of existing LH parcels in “D-1” is seen on Map 2. The red coloured parcels are all LH zoned parcels and parcels with cross hatching are greater than 8 ha. Any parcel greater than 8 ha would now have the potential to subdivide into two 4 ha LH parcels.

If LH were to be designated on some new parcels:

- Owners would still need to rezone to a LH zone for their properties to allow subdivision and would still be required to meet all the conditions, approvals, etc. of a subdivision process.
- Currently the minimum parcel size for a LH parcel in the zoning bylaw is 4.0 ha.
- This option would provide the simplest avenue for residents of Green Mtn Rd to proceed with subdivision.
- This option may be the most difficult to justify when looking at the Electoral Area of “D-1” as a whole for the following reasons:
 - The potential would not be limited to the Green Mountain Road area only
 - It could be anticipated that all the RA parcels owners in “D-1” would eventually want to become LH to permit subdivision, thereby eroding the intent of having large RA parcels remain. While it is unlikely that all RA parcel owners that fit the criteria would apply to be redesignated as LH, it does “open the door” to up to 40 new parcels to be developed
 - The direction is not consistent with the RGS;

- RDOS would also have to recognize other electoral areas and the ongoing pressure for rural subdivision. If permitted along Green Mtn Rd and in D-1, decisions will be questions in other areas, such as Faulder, Kipoola, Willowbrook, Anarchist Mtn, Carmi, etc.
- Given the slow growth of the area, it is also difficult to justify increasing the number of rural holding parcels.
- The RGS does set direction on some rural 'infill' being permitted, infill being large lots that could potentially subdivide if adjacent properties are characteristically all smaller.
- There would need to be a policy statement in the OCP that in area "X" (eg Green Mtn Rd) referencing that only parcels 8 ha + would be supported. A new LH2 zone would be included in the Zoning Bylaw.
- Re designating properties along Green Mtn Rd would increase the inventory of LH already designated within "D-1". Currently there are no properties designated LH along Green Mtn Road.

Option 2 –Resource Area (RA) with conditions

This option would be keep the OCP designation as RA as currently shown but would include policies in the RA/LH sections that would be used to assess whether or not a rezoning/re-designation would be supported.

The policy would need to contain a list of conditions or criteria that could objectively be defined. The recommended list for RA that could potentially rezone includes the following:

- 1) Privately held;
- 2) Over 18 ha;
- 3) Not in the ALR;
- 4) Outside of DRAO's RFI area; and
- 5) Have existing paved access road.

Mapping these criteria results are shown on Map 2. It can be seen that there is potential for RA parcels to rezone scattered throughout "D-1". It also appears that there may be other RA parcels that could have a greater argument to allow subdivision as they are located closer to areas of smaller sized lots and would be more in character of surrounding neighbourhood.

If RA policies included special conditions to permit rezoning:

- Owners would need to apply to amend both the OCP and zoning bylaws. Each application is still judged on its own merits; however, the OCP would indicate support for a rezoning if the list of conditions could be met (along with all other requirements)
- Not clear on how this differs from merely changing RA parcels to LH. Criteria are somewhat arbitrary and with creative argument, it would likely be difficult to deny further requests for rezoning.
- It locks in the RDOS on future recommendations without any real clear guidelines and is actually burying the issue without actually addressing it;
- It is unclear why the RA designation would mean and why it should remain if all parcels can be eventually be amended;

- Creating more rural parcels on wells, with individual sewer, and without fire protection is difficult to support given goals of the RGS. Water sustainability is complex and incremental changes may impact the overall future ability of aquifers but is extremely difficult to assess on a one-off basis.

Option 3 – Status Quo

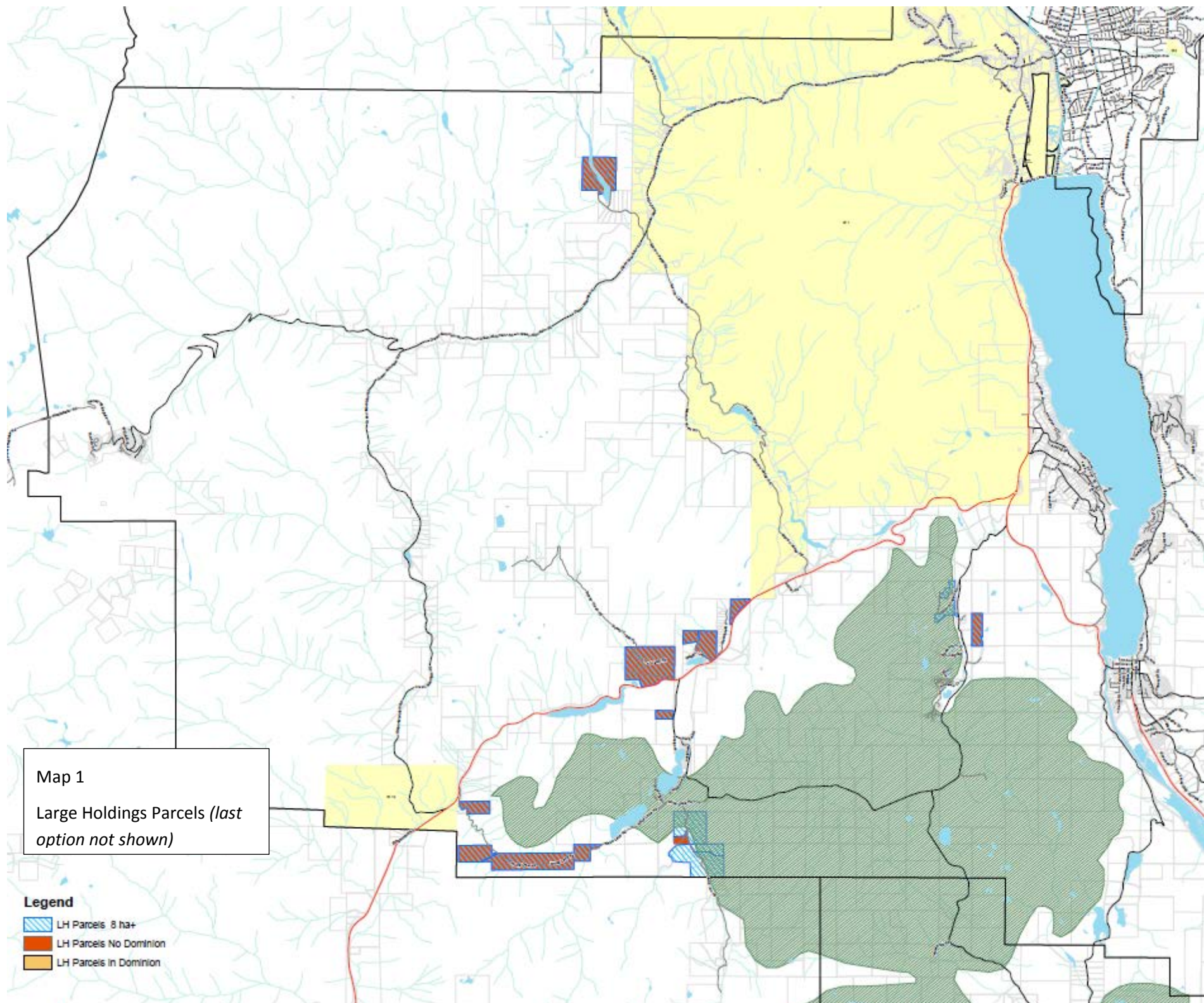
This option would keep the RA designation and policies in place.

- By maintaining a 20 ha minimum parcel size for large rural parcels, the OCP is seen to be consistent with policies of the RGS. Green Mtn area is not identified as a settlement area;
- RGS map identifies existing settlement areas. RGS aims to keep urban settlement compact and protect integrity of rural areas: in those existing communities not shown on the Growth Management map, it is understood that some infill development that does not significantly increase the number of units or the established density and that respects the character of the communities will occur as these communities evolve over time.
- Policy H3 of the RGS: “strengthen policies in OCPs to discourage incremental and additional rural growth outside of identified growth areas. Proposed developments that do not closely adhere to OCP guidelines for the protection of rural and resource areas will not be supported.”
- The RGS is a commitment made in conjunction with all the south Okanagan municipalities to direct growth to areas with existing services;
- This option would be consistent with previous Board decisions on applications both in “D-1” and for other electoral areas;
- Keeping large rural properties as 20 ha RA designation is consistent across the region and other electoral areas;
- There are several very large RA parcels in “D-1” that could be subdivided under the current 20 ha minimum parcels size requirements, thereby would add to the number of rural properties;
- Smart growth concepts and principles encourage growth in existing communities for efficient use of infrastructure; preserve open spaces, natural beauty and environmentally sensitive lands; build well-designed compact neighbourhoods.

In Summary

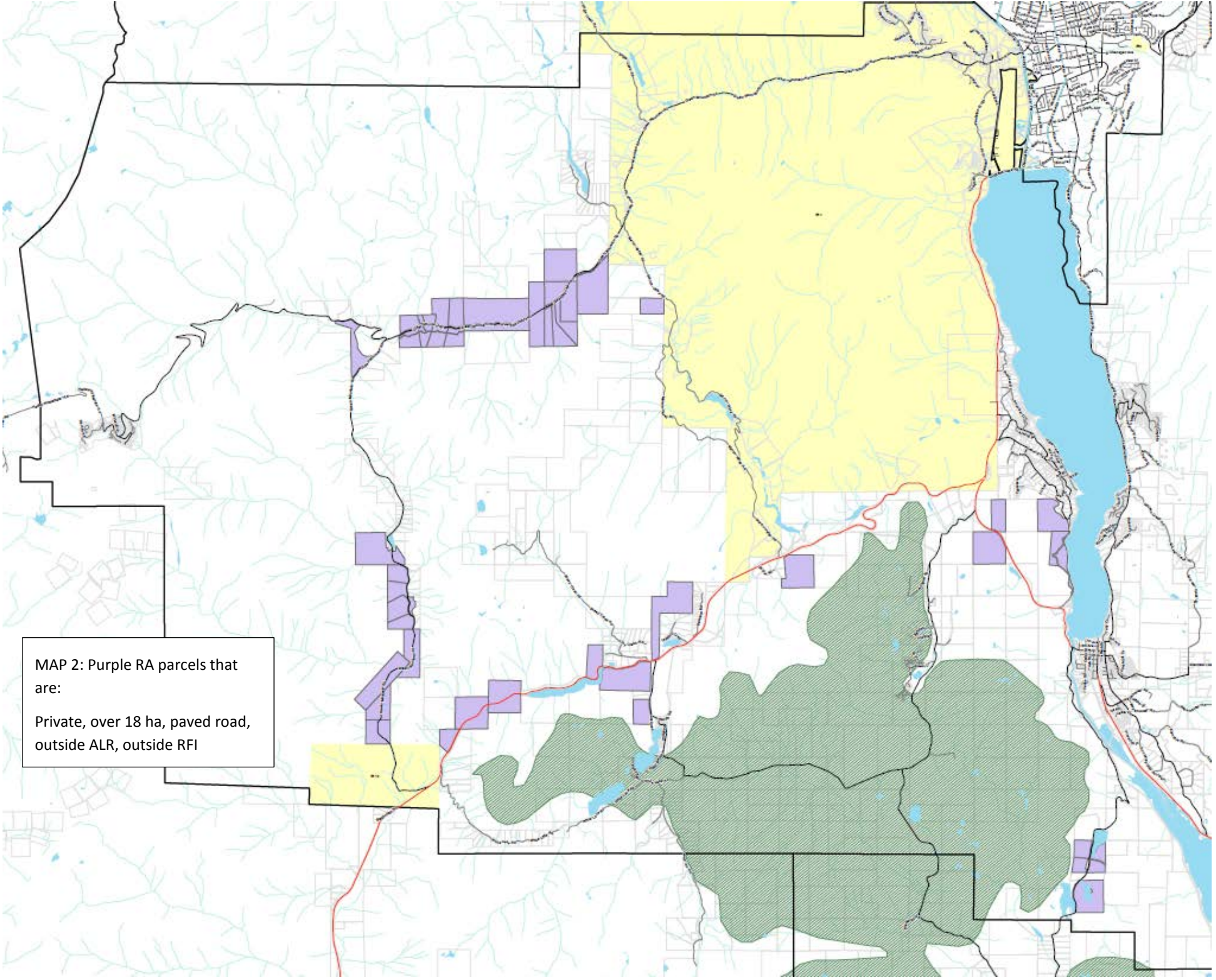
There are three options for Green Mountain Road – status quo, special RA zoning, and re-designating as LH. The main rationale for not permitting either special RA zoning or LH rezoning is this:

- It would set a precedent to additional and incremental development / subdivision / rural sprawl which runs counter to the OCP (current and draft), other OCPs in the RDOS, and the RGS
- The case for Green Mountain Road as a truly unique area where any Special Zoning/Re-designations could be isolated can not be made — it might be special to the people living there, but there are many similar RA properties in Plan Area
- Both scenarios (LH and Special Zoning) would open the door to a potential of ~40 new parcels. On the other hand, there is no indication that there is demand for this number of rural parcels.
- Planning recommendations have to take into account the regional perspective as well as judging the merits of each proposal as it comes forward.



Map 1
Large Holdings Parcels (*last option not shown*)

- Legend**
- LH Parcels 8 ha+
 - LH Parcels No Dominion
 - LH Parcels in Dominion



MAP 2: Purple RA parcels that are:
Private, over 18 ha, paved road,
outside ALR, outside RFI

Subject: Parkland / Parkland Dedication Policies
Submitted to: Area D1 OCP Committee Meeting of September 30, 2015
Submitted by: Debi McGinn, OCP member
Date: September 28, 2015

Dear fellow committee members,

I kindly request the consideration of the following.

RECOMMENDED RESOLUTIONS:

1. That the OCP maps clearly designate future parkland at sufficient resolution to be easily interpreted (ie – Kaleden inset), and reflect the desires of the community to include KVR trail connections at specific locations as recommended by the Kaleden Parks and Recreation Commission.

2. That the proposed policies for Parkland Dedication be amended as follows:
 - a) Remove 15.4.1 “For the purposes of section 941(2) of the Local Government Act, designates the entirety of the Electoral Area covered by this OCP as having future park potential.”

 - b) Add “That the RDOS board adopt parkland dedication policies as recommend within the Parkland Acquisition Best Practices Guide, a publication of the Ministry of Community Services, as follows:
 - Land vs. Cash in Lieu -In general, land owners should expect to provide or dedicate land in locations where a park has been identified in a neighbourhood plan, or reference in other land use planning documents through specific policies or illustrations on a land use map. Where future park locations are not identified or referenced in planning documents, and development applications are consistent with land use plans, it is reasonable for owners to contribute cash-in-lieu of land.

 - When 5% parkland dedication is required, the value of the lands being acquired by the municipality should represent, in approximate terms, 5% of the value of the entire subdivision

 - c) Amend 15.4.7 to read “If cash in-lieu is chosen at the time of subdivision for park acquisition and development in the Plan Area, the benefits accrue to those communities which the funds are received.

SUMMARY DISCUSSION

Under the current OCP, a developer has a choice to either provide 5% land or cash in lieu, as parkland dedication, unless the OCP designates the location and type of future park. The proposed OCP intends to introduce very loose wording that is simply not true, designating “the entirety of the Electoral Area

covered by this OCP as having future park potential”, in order to take away the decision of land or cash from the private land owner. It would then be up to the Regional District to determine whether it wanted land or cash, even if the community never gave any direction that it desired parkland at that location.

A further problem with the proposed OCP is that it enables abuse of private property owners, in that it states that an owner will “*provide without compensation, parkland in an amount that does not exceed 5% of the land being proposed for subdivision and in a location acceptable to the Regional District*”. 5% of the area of a property could be worth far in excess of 5% of the land value, depending on the characteristics, and may be totally unfair to the owner. For example, the OCP proposal would enable the RDOS to demand the beach area of a lake fronting property for parkland. Another example would be taking away the best and only view location. Taking away 5% could potentially represent half the value of the property in the case of a lakeshore, and would be highly unfair and unequitable and constitute expropriation without compensation (stealing).

The Province of BC has developed a Parkland Acquisition Best Practices Guide, which does not support this type of policy. The Best Practices Guide clearly specifies that it should be up to the land owner whether to contribute land or cash in lieu of parkland, unless it is designated on a map. If land is provided, it should be no more than 5% of the value of the entire subdivision (not 5% of the area of land). The Province states:

“The Best Practices Guide was developed to provide a consistent policy approach for local government Parkland Acquisition. The principles of fairness and equity were particularly important in guiding the development of the best practices. These principles speak to the need for consistency in how parkland acquisition tools are applied within a municipality, for openness and transparency, for predictability in actions, and for mutual respect between players in the development process. These principles are fundamental to the development of good relationships involving municipalities, land owners and developers. Good relationships, in turn are fundamental preconditions for good development – the kind of development that benefits communities and helps them to achieve their economic, social and environmental goals.”

Unfortunately, it appears that the intention in the new OCP to transfer the responsibility of parkland planning from the community to RDOS, has resulted in the lack of interest in this OCP process to do proper planning and resistance to prepare proper mapping. If community input isn’t required, it is a much easier, cheaper, and quicker OCP process for both staff and consultants. Staff can just deal with parkland dedication on an ad hoc basis as subdivisions arise.

The problem is that government should be striving for Best Practices and doing good for the community, and not just trying to what is barely legal because it is the easiest. It takes effort to determine what the desires of the community are and prepare good plans. Having wide open policies and not giving clear direction is not good governance.

The requested amendment of .7 is to address the several requests of various committee members and the Kaleden Recreation Commission that any cash-in-lieu payments for parkland accrue to the communities that funds are received.

BACKGROUND DISCUSSION

No Conflict of Interest

I do not have a conflict of interest in this matter. I do hold property but future subdivision of it will be exempted from parkland dedication as it will not create new lots (boundary adjustment).

I have a background in OCPs as I served as the Director of Finance and Corporate Services / Deputy Administrator of the Town of Oliver for 21 years and was involved in several OCP reviews. I am a Chartered Accountant and have a degree in Municipal Administration and am very familiar with local government legislation and the Provinces Best Practices Guide for Parkland Dedication.

I am serving on this OCP committee because of my keen interest in seeing that parkland is appropriately designated in Area D1. I served as Chair of the Kaleden Recreation Commission and performed parks planning with that group and would like to see the desires of the community formulated into the OCP.

Legal Authority

Section 941 of the Local Government Act regulates how local governments can obtain parkland. It states:

(1) Subject to section 905.1(4)(h) and (4.1)* **an owner of land being subdivided must, at the owner's option,**

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

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

(2) Despite subsection (1), if an official community plan contains policies and designations respecting the location and type of future parks, the local government may determine whether the owner must provide land under subsection (1)(a) or money under subsection (1)(b).

*Phased development provisions

Policy – Province of BC – Parkland Acquisition Best Practices Guide

The full Province of BC Best Practices Guide can be viewed at:

http://www.cscd.gov.bc.ca/lgd/intergov_relations/library/Parkland_Acquisition_BPG.pdf

It consists of 6 best practices recommendations within 14 pages. The proposed resolution above contains the exact wording of 2 of those policies.

Policy – RDOS – Parkland Dedication

The RDOS has a separate policy for parkland dedication, a full copy that can be viewed at:

http://www.rdosmaps.bc.ca/min_bylaws/contract_reports/CorpBd/2010/13July8/Park_Land_Dedication_Policy_RDOS_23Jun10.pdf

The RDOS policy very carefully stipulates how the cash in lieu is calculated based on a “Full Narrative Appraisal”, however, the RDOS does not afford the same provision to contributions of land, to ensure fairness to the land owner. The RDOS parkland dedication should be reviewed and amended for consistency with the Province of BC Best Practices Guide for Parkland Dedication, to ensure that land dedications represent no more than 5% of the value of the overall subdivision.

Case in Point – Sickle Point

Sickle Point in Kaleden has never been designated for future parkland in the OCP. It was long enjoyed by residents when vacant and unfenced. It was offered to the RDOS to purchase for \$400,000 at one point, but refused by the RDOS, probably as there was no policy direction in the OCP. It placed for sale in 2006 and a volunteer community group formed in an attempt to secure grant funding and hoped to have a referendum for borrowing any balance. The rural Director of the day was not interested in approving the holding of a referendum, as he believed he did not have any clear direction from the community. The property sold in 2007 to private interests before the community group could make an offer. Many people including the present rural director have since stated that Sickle Point should have been acquired by the public as a park.

The Sickle Point owner has been trying to subdivide for several years, and may be close to another attempt on securing road access. Should the 5 lot subdivision be granted, RDOS staff under the new proposed policy, if adopted, would need to recommend whether cash or land should be taken.

If the proposed 5 lot subdivision were valued at a theoretical value of \$5 million, 5% cash in lieu would yield \$250,000, which would be a substantial contribution towards other parkland or parkland capital. Staff though, could decide to recommend to the Board that 5% of the area of land be dedicated, and could demand dedication of the small section of sandy beach that is to front the 5 lots. The balance of the property fringe is riparian marsh. The public dedication of the only portion of good beach might effectively reduce the value of the lots by 1/3, or by \$1.7 million. The value of the beach as parkland dedication should therefore be \$1.7 million for the purpose of the contribution, or 33% of the value.

What would be the appropriate action for staff or the RDOS board in this case? Would it be appropriate to demand land rather than cash, without clear direction of the community thru the OCP? Would the above scenario be fair and equitable? Would the land owner have purchased the property knowing that the RDOS could demand to have the best portion of the property worth substantially more than 5% of the average value of all the property?

This is a real case that might test the new parkland dedication policy, if adopted, in the near future. What would your opinion be of what should happen?

Similar case scenarios would result in the future if Banbury or Ponderosa decide to subdivide. What if the RDOS wanted public walkways dedicated at the fringe of the lake surrounding each property? It could probably be accommodated with 5% land area, but would likely represent far more than 5% of the value of the overall property and would it be fair and equitable? Has the community determined and given direction to the RDOS that more lakeshore is needed for public purposes in Area D1?

RDOS Wide OCP Policy for Parkland Dedication

RDOS staff proposed the same new parkland dedication OCP policies for all electoral areas at the September 17th Board meeting, by way of OCP bylaw amendment. Area D is included, although our committee has not yet finished deliberating the new OCP.

http://www.rdosmaps.bc.ca/min_bylaws/contract_reports/CorpBd/2015/17Sep17.pdf

Respectfully submitted,
Debi McGinn

ADMINISTRATIVE REPORT



TO: Planning & Development Committee
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Q3 2015 Activity Report – For Information Only

1.0 DEVELOPMENT SERVICES DEPARTMENT

1.1 PLANNING

See Attachment No. 1 for number of Planning Applications / Referrals received as of September 30, 2015.

Q3 Activities

- Commenced process to discharge and terminate Land Use Contract at Heritage Hills -- Phase 1 being the removal of the LUC at the Vintage views neighbourhood ;
- Issuance of a number of Temporary Use Permits for vacation rentals;
- Ongoing work on the project to update Environmentally Sensitive Development Permit (ESDP) Guidelines for Electoral Areas “A”, “C”, “D”, “E” and “F” Official Community Plans (as per “Keeping Nature in Our Future”), including preparation of draft Community Plan amendments. Board approval to seek public input granted;
- Work on Area “D-1” Community Plan with consultant, including Citizen’s Committee meetings and preparation of Draft Area D-1 Community Plan.
- Coordination with the consultants on organization of the Okanagan Falls Town Centre Charrette and attendance at event;
- Work on Gallagher Lake Area Plan with consultant, including meetings with Citizen’s Committee, second Public Open House with survey, and Preliminary Policy Direction;
- Ongoing liaison with solicitor on Grelish legal action;
- Continue to provide planning services to Osoyoos, Princeton, Oliver and Keremeos, including work on a major development application in Oliver and in the preparation of Terms of Reference for a new Oliver Community Plan;
- 30 planning reports to the Board / Planning Committee and 17 reports for Advisory Planning Committee meetings.

Planned Activities for Q4 - 2015

- Ongoing work on Electoral Area “D-1” Official Community Plan, including Board report and presentation update by staff and consultant on the Draft Plan and an outline of planning changes and issues. Second Public Open House and further meetings with Citizens Committee;

- Ongoing work on Gallagher Lake Area Plan including Draft Plan, Citizen’s Committee meetings, public meeting/open house, and Final Plan;
- Advisory Planning Committee Meetings and Public Open Houses for Okanagan Valley Electoral Areas to present the Environmentally Sensitive Development Permit Area Community Plan Amendments;
- Provide planning services to Osoyoos, Oliver, Princeton and Keremeos;
- Meetings with Board on key issues related to proposed Update of Okanagan Electoral Area Zoning Bylaws;
- Regional Growth Strategy, work with consultant on the 5 Year Review Project and ongoing collaboration with NORD and CORD on a regional indicators report.

1.2 BUILDING INSPECTIONS

- Ongoing enforcement files
- Continue to receive, and process applications for Kennedy Lake. Ongoing communications with leaseholders and various stakeholders (IH, HPO). 40 permits have been issued to the end of May. The property owner has signed the Homeowner Protection Office covenant, which now allows us to issue permits for cabins.
- Ongoing work and review of policies and procedures.
- Review of Code amendments for Energy Provisions which came into effect December 19, 2014
- Preparation & draft updated Building Bylaw

See Attachment No. 2 for the summary of issued Building Permits to the end of August 2015.

1.3 BYLAW ENFORCEMENT

Activity Highlights:

- Q3 Enforcement Activity
 - 11 enforcement files initiated
 - 12 files closed
 - 79 total active files
 - 1 BON (fine) paid (total \$525.00);
 - 3 BON’s (fines) disputed; Adjudication Hearing attended; all fines upheld in favour of RDOS
 - Agreement to secure payments for Crucetti litigation has been executed
 - Agreement to secure payments for Cook litigation has been executed
 - Pilot project for Naramata Night Patrols completed

- Attendance at Naramata Parks and Recreation Association meeting to review results of night patrols
- Attended site inspection with MOE - RAR contravention at intersection of Eastside Rd. and McLean Creek Road
- Assisted Natural Resource Officer with RAR contravention enforcement south of Banbury Point Campground – Pineview Road, Kaleden
- Agreement discussions to utilize Town of Oliver Animal Shelter in Oliver ongoing
- Development Services Clerk training ongoing
- Assist Public Works Project Coordinator with Pest Control Bylaw

Enforcement Activity Planned for 4th Quarter

- Pursue Town of Oliver Animal Shelter Use Agreement
- Review active enforcement files to assign priority to each
- Initiate closure of pending enforcement files
- Continue with Development Services Clerk training (for enforcement procedures)
- Initiate discussion with IS staff to implement Ticket Tracking Database
- Explore purchase of Complaint Tracking Software to streamline process
- Process one vacation rental file for Board direction
- Process one untidy/unsightly premise file for Board direction
- Process one land use enforcement (industrial business on AG land) for Board direction
- Review Dog Control Contract for year end and discuss modifications with contractor

REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN SUMMARY OF ENFORCEMENT FILES - 3rd QUARTER 2015									
TOTAL ACTIVE FILES TO DATE (processed in office)									
ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Untidy and Unightly	n/a	n/a	3	8	3	0	2	1	17
Land Use	4	n/a	11	24	8	10	0	11	68
WDP	0	n/a	1	2	1	0	0	4	8
ESDP	2	n/a	0	0	0	0	0	0	2
TOTAL	6	n/a	15	34	12	10	2	15	79
ANIMAL CONTROL - 3rd Quarter only (processed by contractor)									
ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Impounded	3	3	6	7	4	0	3	n/a	26
Claimed by Owner	3	0	6	5	3	0	2	n/a	19
Euthanised	0	1		1		0		n/a	2
Adopted	0	2		1	1	0	1	n/a	5
Complaints	2	3	13	20	8	2	4	n/a	52
Warnings/Tickets	0	1	1	4	1	0	1	n/a	8
NOISE COMPLAINTS - 3rd Quarter only (processed by contractor)									
ELECTORAL AREA	A	B	C	D	E	F	G	H	TOTAL
Complaints	n/a	0	7	16	2	8	0	0	33
Warnings/Tickets	n/a	0	2	1	0	0	0	0	3

1.4 SUBDIVISION SERVICING

3rd Quarter Activities:

- **Subdivision Referrals**

- 17 referrals received for 2015
- 58 referrals ongoing and pending applicants' action

- **Ongoing Major Subdivisions:**

- Twin Lakes Golf Resort – proposed 208 units
 - ❖ RDOS received Consultants comments back and working on reply.
 - Grelish Subdivision (Area “A”) proposed 11 Lot bare land strata
 - ❖ Under provision of the Local Government Act, S.943 until August 21st.
 - Vintage Views Phase 3 (Chadwell Place) – 30 Lot subdivision
 - ❖ PLA issued by MOTI
 - ❖ Parkland acquisition complete and donation is on-going. Estimate time of completion December 2015.
 - Reflection Point – 8 strata lots
 - ❖ Applicant has submitted for final approval, but many items outstanding
 - ❖ PLA extension issued by MOTI
 - ❖ Parkland Dedication – works for park are being completed
 - ❖ Developer applied for Phase 2
 - Naramata Benchlands
 - ❖ Revised subdivision plan
- **Other Projects:**
- Planning development application referrals
 - Assisting with Area “D-1” OCP review
 - Parkbridge, Gallagher Lake Resort Rezoning;
 - Gallagher Lake: Area Plan and water and sanitary service areas
 - (Subdivision) Works and Services Bylaw
 - Willowbrook water system
 - Okanagan Falls Sanitary: service area expansion and DCC review

Planned Activities for 4th Quarter:

- **Ongoing or Planned:**

- Review of Area “D-1” subdivision relating to future Area “D-1” OCP
- Finalize Naramata DCC and Capital Plan
- Assist with Electoral Area “D-1” OCP review
- Willowbrook water system
- Reflection Point subdivision: Phase 1 completion and start of Phase 2
- Gallagher Lake Area
 - ❖ Petitions for sewer and water service area, west side of Hwy 97
 - ❖ Assist with Gallagher Lake Area Plan
- Twin Lakes –Draft Groundwater Availability Study - the applicant to complete
- Vintage Views Phase 3 (Chadwell Place) subdivision
- Gallagher Lake Mobile Home Park - Phase II
- Willow Beach proposal anticipated
- (Subdivision) Works and Services Bylaw review

Respectfully Submitted,

Donna Butler

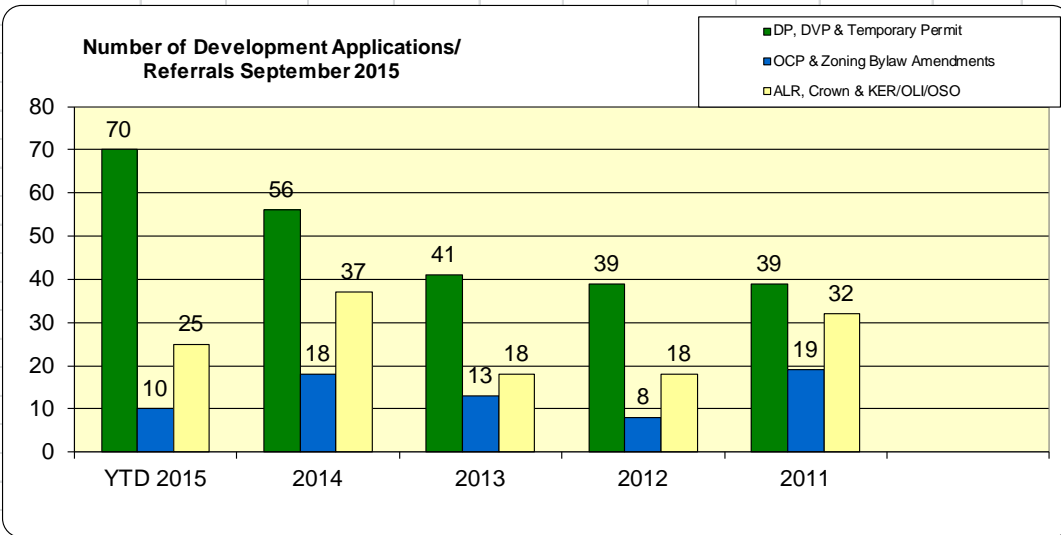
Donna Butler, Development Services Manager

Attachments: Attachment No. 1 – Number of Development Applications / Referrals
Attachment No. 2 – Summary of Building Permits (May 2015)

Attachment No. 1 - Number of Development Applications / Referrals

Number of Development Applications / Referrals September 2015 Year to Date

	Month								Total	YTD 2015	2014	2013	2012	2011
	A	B	C	D	E	F	G	H						
Develop Permit & DVP			1	3	1			1	6					
Temp. Industr									0					
DP, DVP & Temporary Permit									6	70	56	41	39	39
Zoning									0					
OCP/ZONING									0					
OCP & Zoning Bylaw Amendments									0	10	18	13	8	19
ALR									0					
Crown Land			1						1					
KER/OLI/OSO			1						1					
ALR, Crown & KER/OLI/OSO									2	25	37	18	18	32



Attachment No. 2 – Summary of Building Permits for 2015

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN
SUMMARY OF BUILDING PERMITS FOR THE MONTH OF AUGUST 2015

NUMBER OF PERMITS ISSUED

DESCRIPTION	A	C	D	E	F	H	TOTAL	2015	2014	KL
RENEWAL/DEFICIENCY			1			4	5	35	27	
S.F.D.	1			1		3	5	50	47	
MOBILE/MANU HOMES		2			1	1	4	18	15	
CABINS/REC						7	7	26	1	7
SEMI-DETACHED, DUPLEX, MULTI							0	1	0	
DEMOLITION / MOVE		1				2	3	11	13	
ACCESSORY USES	2		5	2	3	18	30	133	54	16
ADDITIONS / REPAIRS / PLUMBING	1	3	3	1	1	8	17	82	76	1
COMMERCIAL			1				1	8	13	
INDUSTRIAL FARM BUILDING							0	0	0	
EXEMPTION		1				1	2	16	20	
INSTITUTIONAL							0	2	1	
SOLID FUEL APPLIANCE							0	1	1	
MONTHLY TOTAL	4	7	10	4	5	44	74	383	268	24
YEAR TO DATE 2015	27	41	82	44	25	164	383			99
<i>SAME MONTH 2014</i>	<i>3</i>	<i>5</i>	<i>11</i>	<i>4</i>	<i>3</i>	<i>9</i>	<i>35</i>			
<i>YEAR TO DATE 2014</i>	<i>43</i>	<i>41</i>	<i>80</i>	<i>40</i>	<i>12</i>	<i>52</i>	<i>268</i>			

DOLLAR VALUE OF PERMITS

DESCRIPTION	A	C	D	E	F	H	TOTAL	TOTAL YEAR	KL
RENEWAL/DEFICIENCY			\$1,000			\$90,000	\$91,000	\$313,020	
S.F.D.	\$338,955			\$253,965		\$808,015	\$1,400,935	\$15,037,424	
MOBILE/MANU HOMES		\$390,985			\$124,740	\$189,540	\$705,265	\$3,537,430	
CABINS/REC						\$219,790	\$219,790	\$550,515	\$219,790
SEMI-DETACHED, DUPLEX, MULTI							\$0	\$224,994	
DEMOLITION / MOVE		\$1,000				\$2,000	\$3,000	\$11,000	
ACCESSORY USES	\$408,000		\$234,980	\$35,760	\$91,240	\$258,880	\$1,028,860	\$3,159,061	\$210,165
ADDITIONS / REPAIRS / PLUMBING	\$21,720	\$103,070	\$232,594	\$12,000	\$80,000	\$569,385	\$1,018,769	\$3,877,485	\$8,760
COMMERCIAL			\$166,000				\$166,000	\$3,085,734	
INDUSTRIAL FARM BUILDING							\$0	\$0	
EXEMPTION							not valued / no revenue		
INSTITUTIONAL							\$0	\$55,000	
SOLID FUEL APPLIANCE							\$0	\$1,000	
MONTHLY TOTAL	\$768,675	\$495,055	\$634,574	\$301,725	\$295,980	\$2,137,610	\$4,633,619	\$29,852,664	\$438,715
YEAR TO DATE 2015	\$3,192,820	\$2,770,264	\$8,786,430	\$5,619,143	\$3,976,130	\$5,507,877	\$29,852,664		\$1,622,412
<i>SAME MONTH 2014</i>	<i>\$230,185</i>	<i>\$240,200</i>	<i>\$1,507,074</i>	<i>\$127,790</i>	<i>\$218,050</i>	<i>\$805,805</i>	<i>\$3,129,104</i>		
<i>YEAR TO DATE 2014</i>	<i>\$4,452,310</i>	<i>\$3,461,602</i>	<i>\$7,887,137</i>	<i>\$4,814,962</i>	<i>\$307,580</i>	<i>\$4,631,460</i>	<i>\$25,555,051</i>		

BUILDING INSPECTION REVENUE

MONTH	2009	2010	2011	2012	2013	2014	2015	Kennedy Lake
JANUARY	\$11,809.60	\$11,777.72	\$17,959.62	\$16,098.23	\$15,847.48	\$8,965.60	\$17,905.98	
FEBRUARY	\$23,237.39	\$22,148.93	\$18,531.97	\$14,200.42	\$18,055.76	\$25,842.00	\$19,575.32	
MARCH	\$28,570.52	\$19,023.05	\$26,221.83	\$38,322.59	\$28,007.02	\$30,397.81	\$32,251.07	
APRIL	\$32,345.79	\$67,151.59	\$31,870.85	\$18,059.44	\$20,973.73	\$28,055.24	\$47,883.66	\$6,776.30
MAY	\$30,856.22	\$38,836.72	\$42,136.91	\$30,849.83	\$43,054.17	\$47,678.54	\$34,819.01	\$3,791.87
JUNE	\$35,521.61	\$48,302.07	\$46,768.25	\$44,166.92	\$42,069.21	\$78,964.49	\$62,473.80	\$2,164.42
JULY	\$28,240.78	\$29,173.69	\$39,690.56	\$57,024.83	\$46,889.56	\$48,610.54	\$93,218.43	\$7,424.34
AUGUST	\$25,430.20	\$17,514.63	\$37,792.51	\$58,020.08	\$35,669.63	\$41,182.51	\$59,620.80	\$8,101.95
SEPTEMBER	\$28,606.77	\$58,038.24	\$40,835.92	\$24,513.20	\$24,607.81	\$68,044.72		
OCTOBER	\$45,411.73	\$46,844.00	\$27,711.60	\$34,125.76	\$28,791.57	\$36,694.11		
NOVEMBER	\$24,651.67	\$58,833.71	\$23,710.90	\$29,782.64	\$25,620.64	\$40,766.83		
DECEMBER	\$17,219.44	\$19,991.95	\$41,386.71	\$33,035.38	\$16,484.32	\$39,792.14		
TOTAL	\$331,901.72	\$437,636.30	\$394,617.63	\$398,199.32	\$346,070.90	\$494,994.53	\$367,748.07	\$28,258.88



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Corporate Services Committee

Thursday, October 15, 2015

12:30pm

REGULAR AGENDA

A. APPROVAL OF AGENDA

B. Q3 2015 RDOS Enterprise Unit Report – For Information Only

C. Report on Outstanding Board Action items September 30, 2015 – For Information Only

D. Q3 2015 Budget Variance Report – For Information Only

E. Q3 2015 Corporate Action Plan – For Information Only

F. Q3 2015 Activity Report – For Information Only

G. ADJOURNMENT

ADMINISTRATIVE REPORT



TO: Corporate Services
FROM: Bill Newell, CAO
DATE: 15 October 2015
RE: Q3-2015 RDOS Enterprise Unit Report – For Information Only

Introduction

In 2009 the Board identified the need to reconcile how staff time was billed between urban and rural jurisdictions. Member municipalities were concerned that the General Government function was absorbing costs that should more accurately be charged to Electoral Area Administration. This was the introduction of the **Time Tracker** and the significant budget adjustment in 2011.

In addition, the Board saw opportunities for increased partnerships between local governments in the Regional District and administrative economies of scale by partnering on services. This 2009 instruction saw the creation of the **CAO Group** and the **RDOS Enterprise Center**. Membership in the CAO Group has been somewhat volatile over the past four years, but the RDOS Enterprise Center has prospered. Target clients are Member Municipalities and Board-appointed Societies and Commissions.

The Enterprise Centre concept is based on the Regional District providing administrative support in typical local government functions on a contract basis. Projects are billed on a time and materials basis while programs are arranged by contract.

2015 ACTIVITIES

Human Resources

Recruitment

- Summerland CAO
- Keremeos CAO
- Osoyoos Director of Operations
- Osoyoos Senior Planner
- Oliver Corporate Officer

Bargaining

- Oliver Parks and Recreation Society

Performance Management

- Town of Oliver CAO Performance Evaluation process
- Naramata Parks and Rec Commission Performance Evaluation
- Town of Oliver job descriptions, interview questions, and benefit assistance

Labour Relations

- Contract review and letter re: SIBAC Organizational Review
- Keremeos Fire Department



- Okanagan Falls Fire Department
- Naramata Fire Department
- Anarchist Mountain Fire Department
- Naramata Parks and Recreation Commission
- Oliver Parks and Recreation Society

The RDOS Human Resources Enterprise Centre also responds to HR related inquiries and provides information on a regular basis whenever contacted.

Geographic Information Systems

- Create HTML5 web mapping application so the Town of Princeton can update the Princeton Cemetery attribute information remotely
- Maintain the parcel base (including civic, legal and ownership information) for the municipalities of Oliver, Osoyoos, Keremeos and Princeton
- Maintain water system information for the municipalities of Oliver and Osoyoos including adding the twinning information in Oliver.
- Maintain sewer information for the Village of Keremeos
- Maintain the zoning and OCP information for the municipalities of Oliver, Osoyoos, Keremeos and Princeton
- Maintain the internal parcels internet mapping applications for the municipalities of Oliver, Osoyoos, Keremeos and Princeton
- Maintain the public parcels internet mapping applications for the municipalities of Oliver, Keremeos and Princeton

Development Services

Planning

- Princeton
- Keremeos
- Oliver
- Osoyoos

Building Inspections

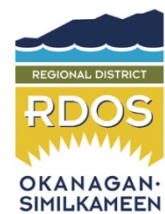
- Princeton
- Keremeos

Subdivision Assistance

- Keremeos
- Oliver

Legislative Services

- Elections



Report on Outstanding Board Action items September 30, 2015

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED	Rural Project Coordinator to attend municipal councils to present and obtain consent
B	February-19-15	Building Violation - 8101 Princeton-Summerland Road Electoral Area "F"	Complete. S. 695 filed. Health & Safety items complete.	COMPLETE
B	February-19-15	Building Violation - 3215 Pine Hills Drive Electoral Area "F"	Complete. S. 695 removed.	COMPLETE
B	March-05-15	DEVELOPMENT SERVICES - Building Inspection - 115 Falcon Place (expired permit for swimming pool)	New owners came into office August 27, 2015 and met with Building Official. Have applied for a new SFD (with 2nd dwelling covenant to decommission the existing dwelling in the carriage house). They have also applied for a Deficiency permit for Permits 17055 (pool) & 18000 (deck BWOP). The pool will be destroyed and buried & deck will be removed.	IN PROGRESS
B	March-05-15	DEVELOPMENT SERVICES - Building Inspection - 115 Falcon Place (deck addition)		IN PROGRESS
B	March-19-15	499 Grand Oro Road (build without permit for accessory building)	Complete.	COMPLETE

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED	Rural Project Coordinator to attend municipal councils to present and obtain consent
B	November-07-13	Building Violation D02807.950 306/308/310/316 Creekview Road Apex	Complete.	COMPLETE
B	November-07-13	Building Violation H00053.160 289 Bettes Tulameen	Injunctive action commenced. Court order made July 13, 2015. BP issued with limited time frame. Owner is working on compliance with shortened time frame under guidance of Engineer.	IN PROGRESS
B	September-20-12	Building Infraction A05881.500 Lot 395A Plan 1957 DL2450S (no civic address)	Lawyer has corresponded with applicants. Application has been made. Awaiting documentation for permit issuance including HPO, and registered easement from Crown for access to landlocked property.	IN PROGRESS
CS	January-22-15	Foreshore Application - Skaha Lake	THAT the RDOS makes application to the Province of British Columbia for unsurveyed foreshore being part of the bed of Skaha Lake legally described as Lot 3 Plan KAS1595 DL 337 SDYD and Lot B Plan KAP64527 DL 2883S SDYD in Okanagan Falls for a period of 30 years; AND THAT the Chair and Chief Administrative Officer be authorized to execute the institutional Lease with the Province of British Columbia if successful.	IN PROGRESS
CS	June-04-15	Heritage Register Boundary adjustment for Haynes Barn listing	THAT the Board of Directors approve the adjustment of the Haynes Barn heritage register listing to include the buildings on the south side of Road 22. - CARRIED	IN PROGRESS

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED	Rural Project Coordinator to attend municipal councils to present and obtain consent
CS	October-16-14	Donation of Parkland in Electoral Area "H"	Board of Directors acknowledge receipt of the donation of land and refer it to Administration for due diligence.	IN PROGRESS

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	<p>THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED</p>	Rural Project Coordinator to attend municipal councils to present and obtain consent
CS	July-16-15	Okanagan Falls Parks and Recreation Parkland Acquisition Agreements Bylaw No. 2707	<p>THAT the Board of Directors authorize the purchase of 0.93 acres more or less described as P.I.D. 018-480-918 Lot 1 DL 2710 SDYD Plan KAP50897 Except Plans KAP51161 KAP52868 KAP86678 and KAP91225 for an amount of no more than \$400 000 and identified in Schedule A as Area 2; and THAT the Board accept the donation of parkland from VINTAGE VIEWS DEVELOPMENTS LTD. subject to the conditions set forth in the Purchase/Donation Agreement and described in Schedule A as Area comprising 3.4 acres more or less; and THAT the Board enter into a Lease Agreement with VINTAGE VIEWS DEVELOPMENTS LTD. For a parcel of land described in Schedule A as Lot 5 comprising 0.38 acres more or less; and THAT the Board authorizes the Chair and the Chief Administrative Officer to endorse the aforementioned Agreements; and THAT the Board amend the Five-Year Financial Plan to include a property purchase within the Okanagan Falls & District Parks and Recreation Service Area in the 2015 Budget; and THAT the Board authorize a receipt in favour of the charitable donation offered by Vintage in an amount determined by a qualified appraiser as the amount between the appraised value of the land the amount paid for the lands and improvements less RDOS costs. - CARRIED</p>	Agreement complete. Waiting for the subdivision to be finished and parcels registered at Land Titles.

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED	Rural Project Coordinator to attend municipal councils to present and obtain consent
CS	September-03-15	To establish a swimming area in Manitou Park Naramata	THAT the Regional District of Okanagan-Similkameen make application to the Province of British Columbia for unsurveyed foreshore being part of the bed of Okanagan Lake and fronting Manitou Park legally described as Lot A Plan KAP65517 DL 210 SDYD in Naramata for a period of 30 years; and THAT the Chair and Chief Administrative Officer be authorized to execute the institutional Lease with the Province of British Columbia if successful. - CARRIED	IN PROGRESS
CS	October-01-15	Okanagan Falls Parks & Recreation Commission Rescinding Appointment	THAT the Board rescind the appointment Shona Schleppe from the Okanagan Falls Parks & Recreation Commission; AND THAT a letter is forwarded to Ms. Schleppe thanking her for her contribution to the Okanagan Falls Parks & Recreation Commission. - CARRIED	Complete
CS F P	August-20-15	Tulameen Lane Purchase	THAT the Board of Directors approve the purchase of the unnamed lane as described in the Report to the Board from the CAO dated August 20 2015.	IN PROGRESS
E	September-21-06	Campbell Mountain Sanitary Landfill - Buffer/Setback Requirements	Ongoing studies. Waiting for Province. Currently with MOE.	IN PROGRESS

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED	Rural Project Coordinator to attend municipal councils to present and obtain consent
P	February-19-15		Director Siddon made a reference to a Partners in Climate Change group and suggested we should be a member.	IN PROGRESS
P	October-03-13	Untidy and Unsightly premises enforcement action	Undertake review of procedures	IN PROGRESS
P	February-19-15		Provide statistics on the number of housing starts in Primary Growth Areas vs. Secondary Growth Areas over the past five years.	IN PROGRESS
P	October-01-15	Planning and Development Committee - 17 September 2015	THAT the Board of Directors direct staff to undertake the following consultation in relation to proposed amendments to the Okanagan Electoral Area Official Community Plan (OCP) Bylaws: Referral to the Electoral Area "A", "C", "D", "E" & "F" Advisory Planning Commissions (APCs); Public Information Meetings occur in Summerland Naramata Okanagan Falls Oliver and Osoyoos; Referral to external agencies such as Interior Health Agricultural Land Commission Ministry of Transportation and Infrastructure Ministry of Environment School Boards etc.; and Confer with the Penticton Indian Band (PIB) and Osoyoos Indian Band (OIB).	IN PROGRESS

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED	Rural Project Coordinator to attend municipal councils to present and obtain consent
P	October-01-15	2. Official Community Plan and Zoning Bylaw Amendment Electoral Area "C" - Richard and Carol Lawton 5463 Highway 97; a. Bylaw: 2453.25 2015; b. Bylaw: 2452.15 2015	THAT Bylaw No. 2452.15 2015 Electoral Area "C" Official Community Plan Amendment Bylaw and Bylaw No. 2453.25 2015 Electoral Area "C" Zoning Amendment Bylaw be adopted. - CARRIED	COMPLETE
P	September-17-15	Zoning Bylaw Amendment - Electoral Area "C" G. & L. Klassen 303 Road 17 Oliver; Bylaw No. 2453.27 2015	THAT Bylaw No. 2453.25 2015 Electoral Area "C" Zoning Amendment Bylaw be read a first and second time and proceed to public hearing. - CARRIED; THAT the holding of the public hearing be delegated to Director Schafer or delegate; and THAT staff schedule the date time and place of the public hearing in consultation with Director Schafer; and THAT staff give notice of the public hearing in accordance with the requirements of the Local Government Act. - CARRIED	COMPLETE

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED	Rural Project Coordinator to attend municipal councils to present and obtain consent
P	October-01-15	Development Variance Permit Application - Electoral Area "A"; David & Deborah Klassen 2415 89 Street Osoyoos; a.Permit	THAT the Board of Directors defer Development Variance Permit No. A2015.092-DVP to allow the applicant to be present. - CARRIED	COMPLETE
P PW	July-02-15	Environment and Infrastructure Committee - June 18 2015	THAT the Regional District of Okanagan-Similkameen apply for substituted requirements to the Landfill Gas Management Regulation to allow for diversion of organics and bio-cover at the Campbell Mountain Landfill in place of Landfill Gas Collection.	IN PROGRESS
P PW	January-20-11	Willowbrook Water System Transfer Request	Apply for Restructure Implementation Grant. Investigate feasibility of transferring the Willowbrook Utilities water system to RDOS	System analysis funded by Area "C" is complete and the process to create a Service will commence.

Dept.	Mtg Date	Title	Resolution	Status
A CS	October-01-15	Regional Heritage Conservation Service Establishment; Bylaw No. 2706 2015;	THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706 2015 be read a first second and third time; AND THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND THAT upon receipt of consent from all jurisdictions the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. - CARRIED	Rural Project Coordinator to attend municipal councils to present and obtain consent
PW	October-01-15	Award of Organics Consultant	THAT the Board of Directors award the consulting work for the Request for Proposal Organics Consultant to SLR Consulting (Canada) Ltd. In the amount of \$108 420 exclusive of taxes; AND THAT the Board of Directors authorize the Chair and Chief Administrative Officer to execute the consulting services agreement with SLR Consulting (Canada) Ltd. - CARRIED	0%
	October-01-15	Zoning Bylaw Amendment - Electoral Area "E" Sharon and Bradley Paulson 4035 First Street Naramata; Bylaw No. 2459.17 2015; Public Hearing for Amendment Bylaw No. 2459.17 September 16 2015; Responses Received	THAT the Board of Directors receive the report of the public hearing held on September 16 2015 regarding Bylaw No. 2459.17. - CARRIED; THAT Bylaw No. 2459.17 2015 Electoral Area "E" Zoning Amendment Bylaw be read a third time and adopted. - CARRIED	COMPLETE

ADMINISTRATIVE REPORT



TO: Corporate Services Committee
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: 3rd Quarter Budget Variance Report – For Information Only

A key responsibility for the Board of Directors is to provide oversight on the financial position of the corporation. In addition to the development and approval of the annual business plan and budget, is a quarterly review of the variance between the Income Statement and the Budget. Administration provides this to the Board in a narrative format with forecasts to year-end.

Analysis:

Managers have reviewed the actual revenues and expenditures as of September 30, 2015 and provided a forecast to year-end in order to identify significant variances to the annual budget. This process helps us to mitigate potential problems and/or identify opportunities for reallocation of unused funds within individual budgets.

Currently, we are projecting an overall surplus of \$745,000 (2.0%) on a \$37.2 million budget.

Variance analysis requires many assumptions and predictions. Actual year end variances will not be known for certain until our audit process is complete in March 2016. However, potential areas of concern have been identified and will be monitored closely with every attempt being made to mitigate any deficit situations before year end. The following is a brief explanation of potential issues.

General Government and Electoral Area Administration:

As the budgeted surpluses are originally set well before year-end, they can vary from the year-end result. Budgeted surpluses are typically updated nearing the end of the budget cycle, but we never have certainty until the audit is received.

For 2015, a \$50,000 surplus was budgeted in General Government but only a \$2,800 surplus was realized. It is anticipated that General Government will be able to mitigate most of the shortfall and will end 2015 with a small surplus of approximately \$20,000. Savings are expected in Building Maintenance expenses as some ongoing maintenance items have been deferred awaiting the building renovation project. There are also some savings expected in the Consultants expense line including funding identified for the regional airport analysis that will not be undertaken in 2015.

Electoral Area Administration also ended 2014 with a smaller than anticipated surplus. A \$25,000 surplus was budgeted for 2015 but only a \$400 surplus was realized. It is anticipated that Electoral Area Administration will be able to mitigate most of the shortfall and will end 2015 with a small surplus of approximately \$15,000.

This is due in part to higher than budgeted annual provincial grant funding and the revenues earned

by our Human Resources enterprise work in 2015. By the end of Q3 the department has recovered \$41,000 in HR service revenues. The Enterprise Centre does supplement its workforce to provide the capacity necessary to provide good service, but will still realize a surplus in 2015.

Public Works & Engineering

Landfills/Recycling: For the most part, budgets are trending on budget. The only area currently predicting a year-end deficit is the Keremeos Landfill. The 2014 expected deficit included in the 2015 budget was \$25,000. The actual year end deficit was approximately \$49,000. The deficit results from an unbudgeted prior year's deficit in 2014 of \$19,000 and overages in the 2014 capital project of approximately \$25,000. The capital project (scale) required additional ancillary items such as guardrails, fencing, increased computerization of the scale house and various safety related requirements. Expenditures will continue to be monitored closely until year end to mitigate the unbudgeted deficit as much as possible.

Water systems: No significant unfavorable variances are expected at this time. The Naramata Water System has received notification of the successful outcome of a legal claim and is expected to end the year with a surplus of approximately \$80,000.

Community Services

Fire Departments: The fire protection budgets are on track. The fire departments are all expected to finish the year in small surplus positions except for Fire Protection D-F which is indicating a small deficit at year end of approximately \$12,000.

Recreation Departments: Overall the recreation budgets are on track. The exception is the Princeton Recreation Service (formerly Princeton Arena). Unbudgeted roof repairs on the Riverside Centre in 2014 resulted in a deficit flow through to 2015 and the 2015 contract amount to Princeton was higher than budgeted due to the removal of reserve funding as a revenue source to support the 2015 capital budget (reserves were depleted for the emergency roof repairs in 2014). As this is the first year of the new contract arrangement, any variances between budget and actual amounts in 2015 will be reconciled into the 2016 requisition request. With recoveries from Princeton for deficits incurred in 2014, it is expected Princeton Recreation Services will end the year with a deficit of approximately \$75,000. This deficit amount will need to be requisitioned for in 2016.

Respectfully submitted:

"Sandy Croteau"

S. Croteau, Finance Manager

2015 Corporate Action Plan
Dashboard

#	Objective	Status	Points	KSD Total	Page
1.1.1	By providing the Board with accurate, current financial information.		5	15	
1.1.2	By implementing the 2015 Phase of the internal communications program.		1		
1.1.3	By renovating the corporate office		3		
1.1.4	By implementing the 2015 phase of the Electronic Data Management System (EDMS) program		1		
1.2.1	By implementing the 2015 phase of the health and safety strategy		3		
1.3.1	By implementing the 2015 Organizational Development Plan		2		
2.1.1	By implementing the 2015 phase of the customer satisfaction program		2	15	
2.2.1	By implementing a Community Initiatives Program		5		
2.3.1	By introducing key communication documents to the Board and implement the 2015 phase		3		
2.3.2	By improving access to Regional District Bylaws and Policies		2		
2.4.1	By identifying services required by RDOS citizens and implementing the 2015 phase.		3		
3.1.1	By defining regional and community parks and create a development strategy.		4	55	
3.1.2	By participating in the Healthy Communities Program		1		
3.1.3	By initiating a Regional Heritage Program				
3.1.4	By implementing the 2015 phase of the 911 Emergency Telecommunications Engineering Project		4		
3.1.5	By creating a Regional Transit Service		3		
3.1.6	By developing and constructing a Pedestrian Corridor up Lakehill Road in Kaleden		2		
3.1.7	By developing an Area A and C Trail Development Plan		1		
3.2.1	By investigating the benefit of acquiring the Penticton Regional Airport and the formation of an Airport Authority		3		

3.2.2	By updating the Naramata Water System Development Cost Charge Bylaw		2		
3.3.1	By implementing the 2015 phase of the Corporate Climate Action Plan		2		
3.3.2	By implementing the ESDP recommendations from the “Keeping Nature in our Future” strategy.		2		
3.3.3	By commencing the Electoral Area “D-1” official community plan review		2		
3.3.4	By developing an Area Structure Plan for Gallagher Lake.		3		
3.3.5	By developing a consolidated Okanagan Valley Zoning Bylaw.		1		
3.3.6	By commencing the Electoral Area “F” official community plan review		1		
3.3.7	By conducting the regulatory 5-Year Regional Growth Strategy Review		3		
3.3.8	By investigating the development of a regional conservation fund		3		
3.3.9	By undertaking Phase II of the Similkameen Valley Watershed Strategy		3		
3.3.10	By completing the Faulder Water System Upgrade		4		
3.3.11	By implementing the 2015 phase of the Solid Waste Management Plan		3		
3.3.12	By initiating the process to bring Kaleden and Skaha Estates into the Okanagan Falls Waste Water Treatment System		3		
4.1.1	By maintaining, evaluating and executing the Strategic Planning and Enterprise Risk Management Programs.		5	15	
4.2.1	By organizing regional and sub-regional Community to Community meetings in 2015.		0		
4.2.2	By implementing the terms of the First Nations Protocol Agreement		3		
4.2.3	By investigating opportunities for mutual cooperation among member municipalities		1		
4.3.1	To assist the Board to operate in an effective manner		2		
4.4.1	By developing policy framework and reviewing policy		4		
		Total	100	100	

Progress Colour Key:

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

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

2015 Corporate Action Plan

CORPORATE SERVICES COMMITTEE

15 October 2015

As of 30 September 2015

2015 Business Plan Adopted by the Board of Directors

December 2014

Definitions:

CAO = Chief Administrative Officer
MCS = Manager of Community Services
MDS = Manager of Development Services
MFS = Manager of Financial Services
MHR = Manager of Human Resources
MIS = Manager of Information Systems
MLS = Manager of Legislative Services
MPW = Manager of Public Works

Status Colour Key:

Q1 – Black

Q2 – Red

Q3 - Blue

Q4 - Green

Action Plan: Objective 1.1.1 - By providing the Board with accurate, current financial information.					
#	Points	ACTION	WHO	WHEN	STATUS
1.1.1.1	0	Managers review department financial statements	SMT	monthly	<ul style="list-style-type: none"> • Ongoing
1.1.1.2	1	The Board receives a variance report	MFS	quarterly	<ul style="list-style-type: none"> • Q3 Report submitted
1.1.1.3	1	Receipt of an unqualified independent audit	MFS	Q4	<ul style="list-style-type: none"> • 2014 Audit received in May • 2015 Payroll Audit and GST Audit underway by CRA • 2015 Interim Audit to start in Nov.
1.1.1.4	3	Successfully meet budget at year-end	CAO	Q4	<ul style="list-style-type: none"> •

Action Plan: Objective 1.1.2 - By implementing the 2015 Phase of the internal communications program.					
#	Points	ACTION	WHO	WHEN	STATUS
1.1.2.1	0	Create sustainable inter-departmental communications committee	MLS	Q1	<ul style="list-style-type: none"> • Complete
1.1.2.2	1	Implementation of the 2015 phase of the Communications Plan	MLS	Q4	<ul style="list-style-type: none"> • 2015 Phase identified • Implementation in progress

Action Plan: Objective 1.1.3 - By renovating the corporate office					
#	Points	ACTION	WHO	WHEN	STATUS
1.1.3.1	0	Business Case supported by Budget Committee	MPW	Q1	<ul style="list-style-type: none"> • Complete
1.1.3.2	3	Design and construct the Office Renovation Plan in 2015	MPW	Q4	<ul style="list-style-type: none"> • Final Design complete • Building Permit issued • Gas Tax Grant Re-purposed (\$175,000) • Tender issued

Action Plan: Objective 1.1.4 - By implementing the 2015 phase of the Electronic Data Management System (EDMS) program					
#	Points	ACTION	WHO	WHEN	STATUS
1.1.4.1	1	Load all water connection data, demolition permits, community services documents, 911 Telecommunications Upgrade documents and Parks Commission documents.	MIS	Q4	•

Action Plan: Objective 1.2.1 By implementing the 2015 phase of the health and safety strategy					
#	Points	ACTION	WHO	WHEN	STATUS
1.2.1.1	1	• networking with Fire Departments and Parks /Recreation Commissions	MHR	Q4	•
1.2.1.2	1	• Completion of the 2015 Worksafe Plan	MHR	Q4	•
1.2.1.3	1	• Training for RDOS staff	MHR	Q4	•

Action Plan: Objective 1.3.1 By implementing the 2015 Organizational Development Plan					
#	Points	ACTION	WHO	WHEN	STATUS
1.3.1.1	0	Organize and Implement the 2015 Staff Business Meeting	MHR	Q1	<ul style="list-style-type: none"> Cancelled for 2015; process in flux
1.3.1.2	1	Investigate the Lean Cultural Change Program, if approved	MHR	Q2	<ul style="list-style-type: none"> Executive Lean Sensei Program attended Zoning Amendment process selected for pilot.
1.3.1.3	1	Re-invent the High-Performance and Innovation Committee	MHR	Q4	<ul style="list-style-type: none"> Perception Survey scheduled for November

Action Plan: Objective 2.1.1 - By implementing the 2015 phase of the customer satisfaction program					
#	Points	ACTION	WHO	WHEN	Status
2.1.1.1	2	<ul style="list-style-type: none"> Provide a quarterly report to the Board on progress against this objective. 	MLS	Q4	<ul style="list-style-type: none"> Included in Quarterly reports

Action Plan: Objective 2.2.1 By implementing a Community Initiatives Program (Electoral Area Engagement)					
#	Points	ACTION	WHO	WHEN	Status
2.2.1.1	5	Organize at least one meeting in each electoral area.	MLS	Q4	<ul style="list-style-type: none"> Electoral Area A, Electoral Area B and Electoral Area F outstanding
2.2.1.2	0	Measure progress in 2016 Citizen Survey	MLS	2016	<ul style="list-style-type: none">

Action Plan: Objective 2.3.1 – By introducing key communication documents to the Board and implement the 2015 phase					
#	Points	ACTION	WHO	WHEN	Status
2.3.1.1	1	Develop and present a communications policy to the Board	MLS	Q3	<ul style="list-style-type: none"> • Complete
2.3.1.2	1	Develop a Communications Plan	MLS	Q2	<ul style="list-style-type: none"> • Complete
2.3.1.3	1	Develop Design Guidelines to present a professional corporate image to our citizens	MLS	Q2	<ul style="list-style-type: none"> • Complete • Present to Board at Leg. Workshop Nov

Action Plan Objective 2.3.2: By improving access to Regional District Bylaws and Policies					
#	Points	ACTION	WHO	WHEN	STATUS
2.3.2.1	1	Post all consolidated bylaws and policies to the RDOS Website	MLS	Q4	<ul style="list-style-type: none"> • In progress
2.3.2.2	1	Obtain feedback from citizens on ease of access	MLS	Q4	<ul style="list-style-type: none"> • In progress

Action Plan Objective 2.4.1: By identifying services required by RDOS citizens and implementing the 2015 phase.					
#	Points	ACTION	WHO	WHEN	STATUS
2.4.1.1	1	Review and revise the Service Inventory	MLS	Q1	<ul style="list-style-type: none"> • Complete
2.4.1.2	1	Update non-compliant bylaws	MLS	Q4	<ul style="list-style-type: none"> • In Progress
2.4.1.3	1	Conduct a benchmarking exercise with similar regional districts to determine gaps in service	MLS	Q3	<ul style="list-style-type: none"> • Complete

Action Plan: Objective 3.1.1 – By defining regional and community parks and create a development strategy.					
#	Points	ACTION	WHO	WHEN	Status
3.1.1.1	1	Review all original Parks Establishment Bylaws to ensure compliance	MCS	Q1	• Complete
3.1.1.2	2	Inventory and map all park assets	MCS	Q2	• Complete
3.1.1.3	1	Develop a community service governance model for the regional district, based on benchmarks with other Regional Districts	MCS	Q3	• In Progress
3.1.1.4	0	Initiate a standardization protocol for all Parks & Recreation commissions	MCS	Q4	• In Progress

Action Plan: Objective 3.1.2 - By participating in the Healthy Communities Program					
#	Points	ACTION	WHO	WHEN	Status
3.1.2.1	0	Maintain membership on the OSHCC Board of Directors	CAO	Q1	• Complete
3.1.2.2	1	Maintain membership on the OSHCC Operations Committee	MCS	Q4	• Operations Committee disbanded; attending Board meetings and events
3.1.2.3	0	Assist with presentation to Budget Committee for operational funds	CAO	Q4	•

Action Plan Objective 3.1.3: By initiating a Regional Heritage Program					
#	Points	ACTION	WHO	WHEN	STATUS
3.1.3.1	1	Present the Heritage Plan to the Board	MCS	Q3	• Complete
3.1.3.2	1	Initiate and implement a Regional Heritage Service	MCS	Q4	• In Progress
3.1.3.3	2	Establish a Regional Heritage Committee	MCS	Q4	•

3.1.3.4	1	Develop and implement an education and marketing program to promote heritage in the Region	MCS	Q4	•
Action Plan: Objective 3.1.4 – By implementing the 2015 phase of the 911 Emergency Telecommunications Engineering Project					
#	Points	ACTION	WHO	WHEN	Status
3.1.4.1	0	Procure and commence installation of 911 infrastructure	MCS	Q4	•
3.1.4.2	2	Conduct a live test on the improved system	MCS	Q4	•
3.1.4.3	0	Initiate an RFP to manage the maintenance schedule for the new radio system	MCS	Q2	• Complete
3.1.4.4	2	Convert to the new system by the end of 2015	MCS	Q4	•

Action Plan Objective 3.1.5: By creating a Regional Transit Service					
#	Points	ACTION	WHO	WHEN	STATUS
3.1.5.1	0	Receive the final report from BC Transit on a Regional Service	MCS	Q2	• Complete
3.1.5.2	1	Develop a governance structure for a regional transit service	MCS	Q4	• In progress
3.1.5.3	2	Initiate a Regional Transit Service Establishment process	MCS	Q4	• Moved to 2016

Action Plan: Objective 3.1.6 - By developing and constructing a Pedestrian Corridor up Lakehill Road in Kaleden					
#	Points	ACTION	WHO	WHEN	Status
3.1.6.1	1	Construct the trail up Lakehill Road by the end Of 2015	MCS	Q2	• Complete
3.1.6.2	1	Ensure that storm drainage and landscaping are appropriate for the project	MCS	Q2	• Complete

Action Plan Objective 3.1.7: By developing an Area A and C Trail Development Plan					
#	Points	ACTION	WHO	WHEN	STATUS
3.1.7.1	0	Develop a plan to extend the KVR Trail in Electoral Areas "A" and "C".	MCS	Q2	• Complete
3.1.7.2	1	Obtain tenure on the identified extensions to the South Spur	MCS	Q3	• In progress
3.1.7.3	0	Implement a robust public consultation program	MCS	Q3	•
3.1.7.4	0	Initiate the preliminary engineering for construction of the trail	MCS	Q4	•

Action Plan: Objective 3.2.1 – By investigating the benefit of acquiring the Penticton Regional Airport and the formation of an Airport Authority					
#	Points	ACTION	WHO	WHEN	Status
3.2.1.1	1	Enter into discussions with Transport Canada on the future of the Penticton Regional Airport and keep the Board informed.	CAO	Q2	• Complete
3.2.1.2	2	Obtain information and conduct a due diligence to determine options	CAO	Q4	• Deferred pending TC contact. Probably 2016

Action Plan Objective: 3.2.2: By updating the Naramata Water System Development Cost Charge Bylaw					
#	Points	ACTION	WHO	WHEN	STATUS
3.2.2.1	0	Review the existing Naramata Water System DCC Bylaw	MPW	Q2	• Complete
3.2.2.2	1	Identify system upgrades required for growth	MPW	Q4	• In progress. Consultant report required.
3.2.2.3	0	Develop a draft bylaw for presentation to the Naramata Water Advisory Commission	MPW	Q4	• In progress. Consultant report required.
3.2.2.4	0	Submit a draft bylaw to the Province for consideration	MPW	Q4	• In progress
3.2.2.5	1	Submit a bylaw to the Board for consideration	MPW	Q4	• In progress

Action Plan Objective: 3.3.1: By implementing the 2015 phase of the Corporate Climate Action Plan					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.1.1	0	File CARIP and Smartool Reports with the Province	MDS	Q4	• Complete
3.3.1.2	1	Implement the energy efficiencies identified in the Corporate Climate Action Plan adopted by the Board in 2014	MDS	Q3	• Ongoing in various facilities. Overview delayed due to staff absence
3.3.1.3	1	Research and apply for grants	MDS	Q3	• Q4 delayed due to staff absence
3.3.1.4	0	Report to the Board	MDS	quarterly	• In progress

Action Plan Objective: 3.3.2: By implementing the ESDP recommendations from the “Keeping Nature in our Future” strategy.					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.2.1	0	Prepare OCP amendments to entrench the “Keeping Nature in our Future” recommendations adopted in 2014 in legislation	MDS	Q3	• Complete
3.3.2.2	1	Conduct public consultation in all Electoral Areas	MDS	Q4	• Consultation underway for Q4
3.3.2.3	1	Adopt OCP amendments by the end of 2015	MDS	Q4	• Completion for Q1 2016 •

Action Plan Objective: 3.3.3: By commencing the Electoral Area “D-1” official community plan review					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.3.1	0	Conduct background research to commence the review and update of the D-1 OCP.	MDS	Q1	• Complete
3.3.3.2	0	Conduct the environmental scan to develop a list of issues to address in the process	MDS	Q2	• Complete
3.3.3.3	2	Conduct a public consultation process	MDS	Q4	• In Progress

Action Plan Objective: 3.3.4: By developing an Area Structure Plan for Gallagher Lake.					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.4.1	0	Conduct background research to commence the development of the ASP for Gallagher Lake	MDS	Q1	• Complete
3.3.4.2	0	Conduct the environmental scan to develop a list of issues to address in the process	MDS	Q2	• Complete
3.3.4.3	2	Conduct a public consultation process	MDS	Q3	• In Progress
3.3.4.4	1	Present the Bylaw to the Board for consideration by the end of 2015.	MDS	Q4	• Board approval moved to Q1 2016

Action Plan Objective: 3.3.5: By developing a consolidated Okanagan Valley Zoning Bylaw.					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.5.1	0	Review existing Okanagan Valley Zoning Bylaws and identify inconsistent policies and practices	MDS	Q1	• Complete
3.3.5.2	0	Develop a draft amending bylaw to provide for consistency of application	MDS	Q3	• Complete
3.3.5.3	1	Present the draft amending bylaw to the Board	MDS	Q3	• Delayed to Q1 2016

Action Plan Objective: 3.3.6: By commencing the Electoral Area "F" official community plan review					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.6.1	0	Conduct background research to commence the review and update of the Area F OCP.	MDS	Q4	• Delayed to 2016
3.3.6.2	0	Establish an Area F OCP Review Committee	MDS	2016	•
3.3.6.3	1	Conduct the environmental scan to develop a list of issues to address in the process	MDS	2016	•

Action Plan Objective: 3.3.7: By conducting the regulatory 5-Year Regional Growth Strategy Review					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.7.1	1	Identify indicators to base the regulatory review of the sub-regional growth strategy	MDS	Q3	• In progress
3.3.7.2	1	Acquire benchmark data and prepare a report for the Board	MDS	2016	•
3.3.7.3	1	Conduct issue identification process	MDS	2016	•

Action Plan Objective: 3.3.8: By investigating the development of a regional conservation fund					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.8.1	0	Develop and implement a public information program	MDS	Q2	• Program developed, public info program delayed
3.3.8.2	0	Research details to support the development of a Conservation Fund	MDS	Q2	• Complete
3.3.8.3	1	Develop the fund concept	MDS	Q2	• Complete
3.3.8.4	1	Assess public opinion	MDS	Q3	• In progress
3.3.8.5	1	Submit a report to the Board for consideration during the 2016 Budget Process	MDS	Q3	• Delayed to Q4

Action Plan Objective: 3.3.9: By undertaking Phase II of the Similkameen Valley Watershed Strategy					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.9.1	1	Conduct public consultation on Phase II	MPW	Q1	• Complete
3.3.9.2	1	Work with LSIB to develop a historical and cultural perspective of the importance of water in the Similkameen Valley	MPW	Q3	• In Progress
3.3.9.3	1	Complete the Phase II Report	MPW	Q3	• Complete
3.3.9.4	0	Commence Phase III, which focusses on agricultural	MPW	Q4	• In Progress

Action Plan Objective: 3.3.10: By completing the Faulder Water System Upgrade					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.10.1	1	Complete the detail design for the new well and the uranium extraction system	MPW	Q2	• Complete
3.3.10.2	2	Construct the new pumping, treatment and distribution system	MPW	Q4	• Underway
3.3.10.3	1	Organize an opening ceremony	MPW	Q4	• Date to be determined

Action Plan Objective: 3.3.11: By implementing the 2015 phase of the Solid Waste Management Plan					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.11.1	1	Complete the Organics Siting Study	MPW	Q3	• Complete
3.3.11.2	1	Review the curbside collection contract	MPW	Q3	• Complete
3.3.11.3	1	Review the Campbell Mountain Landfill Gas Capture Plan	MPW	Q4	• Submission to MoE for Bio-cover substitute • Application In Progress

Action Plan Objective: 3.3.12: By initiating the process to bring Kaleden and Skaha Estates into the Okanagan Falls Waste Water Treatment System					
#	Points	ACTION	WHO	WHEN	STATUS
3.3.12.1	1	Complete the detail design of a sewerage collection system for Kaleden and Skaha Estates	MPW	Q2	<ul style="list-style-type: none"> • Complete
3.3.12.2	2	Obtain public assent to establish a Service to attach to the Okanagan Falls Wastewater Treatment Plant	MPW	Q3	<ul style="list-style-type: none"> • BCF II Grant denied • Service Establishment deferred

Action Plan Objective: 4.1.1: By maintaining, evaluating and executing the Strategic Planning and Enterprise Risk Management Programs.					
#	Points	ACTION	WHO	WHEN	STATUS
4.1.1.1	1	Report on progress against the 2015 Business Plan and Risk Register	CAO	quarterly	<ul style="list-style-type: none"> • Q2 Report submitted • Q3 Report submitted
4.1.1.2	1	Development of the 2016-2020 Strategic Plan	CAO	Q3	<ul style="list-style-type: none"> • Management Workshop complete • Board Workshop in Q4
4.1.1.3	1	Development of the 2016 Corporate Business Plan	CAO	Q3	<ul style="list-style-type: none"> • Management Workshop complete • Board Workshop in Q4
4.1.1.4	1	Development of the 2016 Corporate Action Plan	CAO	Q4	<ul style="list-style-type: none"> •
4.1.1.5	1	Review and update the Enterprise Risk Management Register	CAO/ MIS	Quarterly	<ul style="list-style-type: none"> • Quarterly Reports submitted to Committee

Action Plan Objective: 4.2.1: By organizing regional and sub-regional Community to Community meetings in 2015.					
#	Points	ACTION	WHO	WHEN	STATUS
4.2.1.1	0	Continue to advocate with the Upper Similkameen Indian Band to become a Member of the Joint Council and Steering Committee	MLS	Q4	• Complete
4.2.1.2	0	Apply for grants to host C2C meetings in 2015	MLS	Q2	• Complete

Action Plan Objective: 4.2.2: By implementing the terms of the First Nations Protocol Agreement					
#	Points	ACTION	WHO	WHEN	STATUS
4.2.2.1	1	Retain professional facilitators to assist with the organization and implementation of the workshops	MLS	Q4	• Complete
4.2.2.2	1	Continue to organize regular joint council and steering committee meetings to promote good relations in the Regional District	MLS	Q4	• Complete
4.2.2.3	1	Implement the 2015 actions identified in the Joint Council Action Plan	CAO	Q4	• In Progress

Action Plan Objective: 4.2.3: By investigating opportunities for mutual cooperation among member municipalities					
#	Points	ACTION	WHO	WHEN	STATUS
4.2.3.1	0	Continue to promote RDOS Enterprise Units to provide assistance to Member municipalities	CAO	Q4	<ul style="list-style-type: none"> • This PI is ongoing, but 2015 has been a very successful year to-date.
4.2.3.2	0	Re-engage Regional CAO meetings in 2015	CAO	Q4	<ul style="list-style-type: none"> • Due to the transition in the field, this PI has been deferred.
4.2.3.3	1	Investigate partnership opportunities to leverage operational efficiencies	CAO	Q4	<ul style="list-style-type: none"> • Deferred due to CAO Turnover • Discussion on Regional Programs would be beneficial at the Board level.

Action Plan Objective: 4.3.1: To assist the Board to operate in an effective manner					
#	Points	ACTION	WHO	WHEN	STATUS
4.3.1.1	1	Develop a Board Self-Evaluation Policy and Tool for discussion	CAO	Q3	<ul style="list-style-type: none"> • Terminated by the Board
4.3.1.2	0	Conduct a survey at year-end	CAO		<ul style="list-style-type: none"> • Terminated by Board
4.3.1.3	1	Evaluate survey results and discuss with the Board	CAO		<ul style="list-style-type: none"> •
4.3.1.4	0	Develop action plan if required	CAO		<ul style="list-style-type: none"> •

Action Plan Objective: 4.4.1: By developing policy framework and reviewing policy					
#	Points	ACTION	WHO	WHEN	STATUS
4.4.1.1	1	Review current RDOS Policies and develop a consolidated index	MLS	Q1	<ul style="list-style-type: none"> • Complete
4.4.1.2	0	Develop a Plan for review of all Board policies and implement the 2015 phase	MLS	Q1	<ul style="list-style-type: none"> • Complete
4.4.1.3	1	Bring revised policies to the Board for discussion	MLS	Q4	<ul style="list-style-type: none"> • Policies forwarded for review on a regular basis. 2016 Q1 expected completion
4.4.1.4	1	Benchmark with other high-performing local governments to determine gaps in policy	MLS	Q3	<ul style="list-style-type: none"> • Complete
4.4.1.5	1	Develop a standard operating procedure manual	MLS	Q4	<ul style="list-style-type: none"> • In Progress • Policy Framework to come to the board in November

ADMINISTRATIVE REPORT



TO: Corporate Services Committee

FROM: Bill Newell, Chief Administrative Officer

DATE: October 15, 2015

RE: Third Quarter Activity Report – For Information Only

1.0 OFFICE OF THE CHIEF ADMINISTRATIVE OFFICER/LEGISLATIVE SERVICES

2015 Q3 Activities

- Attended Healthy Community Coalition monthly Board Meetings
- Negotiated and concluded the Heritage Hills/Vintage Views Parkland acquisition
- Attended FN Steering Committee meetings and the 2nd Year Anniversary of the Protocol Agreement
- Commenced investigation into the Lower Similkameen Forest Corporation.
- Commenced the Strategic Planning Cycle/ Management Workshop
- Participated as a member on the Penticton Foundation Vital Signs Steering Committee
- HR Enterprise Unit support
- Attended Okanagan Falls Downtown Revitalization Charette
- Preparation for and attendance at UBCM; 7 Ministerial meetings.
- Award of contract and support for the Electoral Area “D” Governance Study
- Completed phase 3 of 5 of Policy review
- Continued consolidation of bylaws
- Visited Area “D” staff to discuss Records Management and FOI
- Held inaugural meeting of intergovernmental Referrals Committee
- Obtained public approval through AAP for Naramata Fire Truck and Naramata Back Up Generator Loan Authorization bylaws
- Submitted and rescinded Regional Economic Development Service Bylaw
- Planned public educational opportunities and attended Princeton Fall Fair
- Area E Tourism Service Establishment Bylaw
- Tulameen Fire Truck Loan Authorization Bylaw
- UBCM booking and coordinating
- Adjusted limit on Okanagan Falls Parkland bylaw
- Conducted Office purge and records amnesty day

2015 Q4 Activities

- Conduct Legislative Services Workshop
- Prepare Board Inaugural meeting and reception
- Organize and attend public meeting in Electoral Area “A”
- Introduce new Pest Regulation Bylaw
- Launch 50th Anniversary webpage
- Complete review of Lower Similkameen Forest Corp and report to Board
- Organize and facilitate Board strategic planning workshop

- Document preparation for approval of the 2016-2020 Strategic Plan and 2016 Business Plan
- Participate in office renovation
- Complete 2016 Budget for OCAO

2.0 INFORMATION SERVICES DEPARTMENT

Q3 - Activities

- Launch HTML5 internet mapping cemetery application for staff at the Town of Princeton so they can edit cemetery attribute information
- Build mobile app for collecting water system maintenance information
- Collect GPS information on KVR trail
- Collect update orthos/DEMs (Digital Elevation Models) for the landfills
- Create Story Map for Heritage Sites in RDOS (display photos, stories and maps on internet)
- Electronic Document Management System (EDMS)
 - Move Planning project documents to EDMS
 - Research moving Board reports to EDMS
- Implement plan to upgrade users to new mobile phones and move to new contract
- Set up new wireless hardware at 101 Martin St.
- Research and order new wireless connection to Campbell Mountain Landfill
- Update EOC mobile servers with latest Microsoft updates and GIS datasets
- Launch upgrades on Water Maintenance Tracking application
- Update of IT policies

Q4 - Planned Activities

- Build mobile app for collecting hydrant and valve maintenance information
- Collect GPS information on KVR trail
- Create new HTML5 Trails application for the public
- Collect update orthos/DEMs (Digital Elevation Models) for the landfills
- Create Story Map for Heritage Sites in RDOS (display photos, stories and maps on internet)
- Electronic Document Management System (EDMS)
 - Move Board reports to EDMS
 - Move Campbell Mountain Landfill documents to EDMS
- Purchase new backup system
- Move backup server off-site
- Purchase new physical server to host virtual servers
- Set up new wireless hardware at 101 Martin St.
- Set up new wireless connection to Campbell Mountain Landfill
- Set up redundant internet connection to main office
- Investigate new functionality for Board Intranet with live access to Board Action Tracker

3. FINANCE DEPARTMENT

Q3 Activities:

- Facilitated CRA GST audit
- Facilitated CRA payroll audit

- Budget Variance report to Board
- Draft Fleet acquisition policy for review
- Began 2016 Budget Process
 - Revision of Budget Guidelines
 - Commence Budget workshops with departments
- Began Salary Module implementation in Questica budget software
- Developed customized reporting for Questica budget software
- Performance Plan updates/check in with staff

Q4 Planned Activities:

- Continue Finance Department Policy Review
- Participate in strategic planning
- Participate in office renovation
- 2016 Budget Process
 - Facilitate Budget Workshops with departments (internal and external)
 - Administration cost analysis
 - Preparation and review of Program Change Requests
 - SMT review of budget with follow up to departments for revisions
 - Build department budgets in Questica
 - Budget Roundtables with Board November and December
- Begin preparation for 2015 year end audit
- Work with PW/Engineering to investigate retention of expert to assist with WB Water rate structure setup

3.0 HUMAN RESOURCES DEPARTMENT

2015 Q3 Activities

- 2015 – 2019 Collective Agreement finalized and signed by BCGEU and RDOS
- The Enterprise Centre completed the two Town of Osoyoos recruitments and two Town of Oliver assignments
- Incident Investigation training for Health and Safety Committee completed
- 2015 Organizational Development (TCLI Committee) Survey preparation complete
- Participated in issuing a SIMEA RFP to review current plan for competitiveness re: benefits
- Co-ordinated a Kaizen event for the end of October
- Continued to provide HR assistance to external departments as required
- Completed recruitment and selection for the following RDOS positions: Anarchist Mountain Fire Chief (Community Services), Area “D” Rural Services Manager (Community Services), Labourer - seasonal (Community Services), Clerk (OCAO), Clerk temporary part-time (Public Works), Clerks – Area “D” part-time (Community Services), Clerk part-time (Development Services).

2015 Q4 Planned Activities

- Conduct the 2015 Organizational Development Survey (TCLI Committee)
- Finalize landfill scheduling process in conjunction with Public Works Manager
- Complete a Kaizen event for the Zoning Bylaw Amendment Process

- Currently reviewing the health and safety tracking systems and determining if an update is required
- Participate in Strategic Planning, Budget Process and Office renovations.
- Job Evaluation Process – final changes to Job Descriptions and provide access to all staff
- Continue to provide HR assistance to external departments as required



REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BOARD of DIRECTORS MEETING

Thursday, October 15, 2015

1:30pm

REGULAR AGENDA

A. APPROVAL OF AGENDA

RECOMMENDATION 1 (Unweighted Corporate Vote – Simple Majority)

That the Agenda for the RDOS Board Meeting of October 15, 2015 be adopted.

1. Consent Agenda – Environment and Infrastructure Committee – 1 October 2015

THAT the Minutes of the October 1, 2015 Environment and Infrastructure Committee be received.

2. RDOS Regular Board Meeting – October 1, 2015

THAT the minutes of the October 1, 2015 RDOS Regular Board meeting be adopted.

RECOMMENDATION 2 (Unweighted Corporate Vote – Simple Majority)

That the Consent Agenda – Corporate Issues be adopted.

B. DEVELOPMENT SERVICES – Rural Land Use Matters

**1. Development Variance Permit Application — Electoral Area “A”,
David & Deborah Klassen, 2415 89 Street, Osoyoos**

a. Permit

This application seeks to increase the maximum height of an accessory building from 4.5 metres to 7.0 metres to allow for the construction of a detached RV garage.

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

THAT the Board of Directors deny Development Variance Permit

No. A2015.092-DVP

- 2. Development Variance Permit Application — Electoral Area “D”**
Susan C. Lennox, 174 Alder Avenue, Kaleden
- a. Permit
 - b. Responses Received

This application seeks to reduce the minimum front parcel line setback for an accessory building from 7.5 metres to 4.29 metres to allow for the construction of a detached garage.

RECOMMENDATION 4 (Unweighted Rural Vote – Simple Majority)

THAT the Board of Directors approve Development Variance Permit No. D2015.078-DVP

- 3. Development Variance Permit Application — Electoral Area “D”**
Malcolm and Donna Presbury, 36 – 125 Cabernet Drive
- a. Permit
 - b. Responses Received

To reduce the minimum rear parcel line setback from 25 feet to 9.0 feet (7.62 metres to 2.74 metres); and to increase the maximum parcel coverage from 30% to 39.4%, in relation to a principal single detached dwelling.

RECOMMENDATION 5 (Unweighted Rural Vote – Simple Majority)

THAT the Regional Board approve Development Variance Permit No. D2015.095–DVP.

- 4. Zoning Bylaw Amendment — Electoral Area “H”**
- a. Bylaw No. 2498.09, 2015

The purpose of this application is to amend the zoning of the subject property in order to permit the use of seven principal dwelling units.

RECOMMENDATION 6 (Unweighted Rural Vote – Simple Majority)

THAT Bylaw No. 2498.09, 2015, Electoral Area “H” Zoning Amendment Bylaw be read a first and second time and proceed to public hearing; and,

THAT the holding of the public hearing be delegated to Director Coyne or delegate; and,

THAT staff schedule the date, time, and place of the public hearing in consultation with Director Coyne; and,

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

5. Okanagan Falls Development Cost Charge Bylaw Amendment

- a. Bylaw No. 2486.02 2015

Okanagan Falls Sanitary Sewer Development Cost Charge Bylaw No. 2486, 2009

RECOMMENDATION 7 (Unweighted Corporate Vote – Simple Majority)

THAT Bylaw No. 2486.02, “Okanagan Falls Sanitary Sewer Development Cost Charge Amendment” be read a First, Second and Third time.

C. COMMUNITY SERVICES – Recreation Services**1. Okanagan Falls Parks & Recreation Commission Appointment**

It is the recommendation of the Okanagan Falls Parks & Recreation Commission to appoint Julie Feller as a member of the Commission.

RECOMMENDATION 8 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors appoint Julie Feller as a member of the Okanagan Falls Parks & Recreation Commission until December 31, 2016.

2. 2016 Age-friendly Community Planning and Project Grants Program

- a. 2014 Report

The community of Okanagan Falls, supported by the community has requested the Board’s support to submit an application to undertake phase three of this initiative.

RECOMMENDATION 9 (Unweighted Corporate Vote – Simple Majority)

THAT the Board of Directors support the application to UBCM for the 2016 Age-friendly Community Planning Project Grant

D. OTHER BUSINESS**1. Chair’s Report**

2. Board Representation

- a. Municipal Finance Authority (MFA) - *Pendergraft*
 - b. Okanagan Basin Water Board (OBWB) – *McKortoff, Martin, Waterman*
 - c. Okanagan-Kootenay Sterile Insect Release Board (SIR) – *Bush*
 - a) OKSIR Board Report
 - 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*
-

3. Directors Motions

4. Board Members Verbal Update

E. CLOSED SESSION

RECOMMENDATION 10 (Unweighted Corporate Vote – Simple Majority)

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

- (e) The acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality
 - (i) The receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose
-

F. ITEMS COMING OUT OF CLOSED SESSION

G. ADJOURNMENT



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

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 9:38 a.m. Thursday, October 1, 2015 in the Boardroom, 101 Martin Street, Penticton, British Columbia.

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 T. Boot, District of Summerland
Director M. Brydon, Electoral Area "F"
Director G. Bush, Electoral Area "B"
Director E. Christensen, 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 T. Schafer, Electoral Area "C"
Director J. Sentes, City of Penticton
Director T. Siddon, Electoral Area "D"
Director P. Waterman, District of Summerland

MEMBERS ABSENT:

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

C. Garrish, Planning Supervisor
S. Lightfoot, Planning Technician
S. Croteau, Manager of Finance
C. Baughen, Solid Waste Management Coordinator

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 1st October 2015 be adopted. - **CARRIED**

1. Consent Agenda – Corporate Issues**a. Planning and Development Committee – 17 September 2015**

THAT the Minutes of the 17 September 2015 Planning and Development Committee be received.

THAT the Board of Directors direct staff to undertake the following consultation in relation to proposed amendments to the Okanagan Electoral Area Official Community Plan (OCP) Bylaws:

- *Referral to the Electoral Area “A”, “C”, “D”, “E” & “F” Advisory Planning Commissions (APCs);*
- *Public Information Meetings occur in Summerland, Naramata, Okanagan Falls, Oliver and Osoyoos;*
- *Referral to external agencies such as Interior Health, Agricultural Land Commission, Ministry of Transportation and Infrastructure, Ministry of Environment, School Boards, etc.; and*
- *Confer with the Penticton Indian Band (PIB) and Osoyoos Indian Band (OIB).*

b. Community Services Committee – 17 September 2015

THAT the Minutes of the 17 September 2015 Community Services Committee be received.

c. Corporate Services Committee – 17 September 2015

THAT the Minutes of the 17 September 2015 Corporate Services Committee be received.

d. RDOS Regular Board Meeting – 17 September 2015

THAT the minutes of the 17 September 2015 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 as amended by removing:

- proposed changes to Board Policies which is dealt with as Item E2, and
- support for request from Similkameen Improvement District which will become Item E6.

CARRIED

B. DEVELOPMENT SERVICES – Rural Land Use Matters

1. Development Variance Permit Application — Electoral Area “A”; David & Deborah Klassen, 2415 89 Street, Osoyoos
 - a. Permit

This application seeks to increase the maximum height of an accessory building from 4.5 metres to 7.0 metres to allow for the construction of a detached RV garage.

The Chair asked if the applicant was present to speak to the application.

RECOMMENDATION 3 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors defer Development Variance Permit No. A2015.092-DVP to allow the applicant to be present. - **CARRIED**

2. Official Community Plan and Zoning Bylaw Amendment — Electoral Area “C” – Richard and Carol Lawton, 5463 Highway 97
 - a. Bylaw: 2453.25, 2015
 - b. Bylaw: 2452.15, 2015

This proposal is seeking to amend the zoning of the subject property in order to formalise the use of an existing dwelling which has existed on the property since 1961.

RECOMMENDATION 4 (Unweighted Rural Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2452.15, 2015, Electoral Area “C” Official Community Plan Amendment Bylaw and Bylaw No. 2453.25, 2015, Electoral Area “C” Zoning Amendment Bylaw be adopted. - **CARRIED**

3. Zoning Bylaw Amendment — Electoral Area “E”, Sharon and Bradley Paulson, 4035 First Street, Naramata
 - a. Bylaw No. 2459.17, 2015
 - b. Public Hearing for Amendment Bylaw No. 2459.17, September 16, 2015
 - c. Responses Received

This proposal is seeking to amend the zoning of the subject property in order to formalize the use of an existing structure for commercial purpose associated with an adjacent motel use (Royal Anchor Resort) in a residential zoning.

Director Kozakevich advised that the public hearing report reflects an accurate account of what took place at the public hearing held on September 16, 2015.

RECOMMENDATION 5 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors receive the report of the public hearing held on September 16, 2015 regarding Bylaw No. 2459.17. - **CARRIED**

RECOMMENDATION 6 (Unweighted Rural Vote – 2/3 Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2459.17, 2015, Electoral Area “E” Zoning Amendment Bylaw be read a third time and adopted. - **CARRIED**

C. PUBLIC WORKS

1. Award of Organics Consultant

Implementation of Solid Waste Management Plan

RECOMMENDATION 7 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT the Board of Directors award the consulting work for the “Request for Proposal Organics Consultant” to SLR Consulting (Canada) Ltd. In the amount of \$108, 420 exclusive of taxes;

AND THAT the Board of Directors authorize the Chair and Chief Administrative Officer to execute the consulting services agreement with SLR Consulting (Canada) Ltd. - **CARRIED**

D. FINANCE

1. Regional District of Okanagan-Similkameen Property Exemption Bylaw No. 2713, 2015

Annually, the RDOS invites qualifying non-profit organizations to apply for a Property Tax Exemption

- a. Bylaw No. 2713, 2015

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

It was MOVED and SECONDED

THAT Bylaw No. 2713, 2015 Regional District of Okanagan-Similkameen Property Tax Exemption Bylaw be read a first, second and third time and be adopted. - **CARRIED**

E. OFFICE OF THE CAO

1. Faulder Water System – Loan Authorization Bylaw 2712, 2015

- a. Bylaw No. 2712, 2015
- b. Interior Health Authority Hazard Abatement or Prevention Order dated May 31, 2010;

RECOMMENDATION 8 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT Bylaw No. 2712, 2015, Faulder Community Water System Loan Authorization Bylaw be read a first, second and third time and forwarded to the Inspector of Municipalities for approval. - **CARRIED**

2. Board Policy Review

- a. Administrative Report to Corporate Services September 3, 2015 regarding Director and Alternate Director Accident Insurance Policy
- b. Administrative report to Corporate Services September 17, 2015 regarding the Issuing a Corporate Purchasing Card, Use of Regional District Vehicles, and Call for Audit Proposals, Gaming Facility Request for Proposals, Addition to Reserves, and Covenant policies

RECOMMENDATION 9 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board of Directors amend the Director and Alternate Director Accident Insurance policy as presented at Corporate Services Committee on September 3, 2015; and further,

THAT the Board of Directors amend the Issuing a Corporate Purchasing Card Policy as presented to the Corporate Services Committee on September 17, 2015;

THAT the follow policies be rescinded:

- Use of Regional District Vehicles policy
- Call for Audit Proposals policy
- Gaming Facility Request for Proposals
- Addition to Reserves – First Nations Land
- Covenants

CARRIED

3. Naramata Water System Back-Up Power Loan Authorization Bylaw No. 2696, 2015 and Naramata Fire Truck Acquisition Loan Authorization Bylaw No. 2698, 2015

The September 21, 2015 deadline for receipt of elector response has passed and the results contained in the report to the Board dated October 1, 2015 from CAO Newell confirm that elector approval through an alternative approval process has been obtained for both bylaws.

- a. June 6, 2015 Report
- b. Bylaw No. 2696 and 2698, 2015

RECOMMENDATION 10 (Weighted Corporate Vote – Majority)

It was MOVED and SECONDED

THAT Naramata Water System Back-Up Power Loan Authorization Bylaw No. 2696, 2015 and Naramata Fire Truck Acquisition Loan Authorization Bylaw No. 2698, 2015 be adopted. - **CARRIED**

4. Regional Heritage Conservation Service Establishment
 - a. Bylaw No. 2706, 2015

A bylaw to establish Heritage Conservation as a regional service in the Regional District Okanagan-Similkameen.

RECOMMENDATION 11 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Regional District of Okanagan-Similkameen Regional Heritage Conservation Service Establishment Bylaw No. 2706, 2015 be read a first, second and third time; AND,

THAT the Board of Directors authorize participating area approval for Regional Heritage Contribution Service Establishment Bylaw No. 2706, 2015 be obtained by consent on behalf of municipal participating areas and consent on behalf of electoral area electors; AND,

THAT upon receipt of consent from all jurisdictions, the bylaw be forwarded to the Inspector of Municipalities for approval and returned to the Board for adoption. -

CARRIED

5. Okanagan Falls Parks & Recreation Commission Rescinding Appointment

As the Regional District Board appoints members to the Recreation Commission, a resolution is required to rescind the appointment of members.

RECOMMENDATION 12 (Unweighted Corporate Vote – Simple Majority)

It was MOVED and SECONDED

THAT the Board rescind the appointment Shona Schleppe from the Okanagan Falls Parks & Recreation Commission; AND,

THAT a letter is forwarded to Ms. Schleppe thanking her for her contribution to the Okanagan Falls Parks & Recreation Commission. - **CARRIED**

6. Items removed from Consent Agenda – Corporate Issues

It was MOVED and SECONDED

THAT the request from the Similkameen Improvement District for a Community Works Program grant for the Nickel Plate Dam be supported. - **CARRIED**

Opposed: Director Konanz

F. CAO REPORTS

G. OTHER BUSINESS

1. Chair’s Report

2. Directors Motions

It was MOVED and SECONDED

THAT in accordance with Section 90.(1)(g) of the *Community Charter*, the Board close the meeting to the public on the basis of litigation or potential litigation affecting the Regional District. – **CARRIED**

The meeting was closed to the public at 10:15 a.m.

The meeting was opened to the public at 10:31 am.

3. Board Members Verbal Update

H. ADJOURNMENT

By consensus, the meeting adjourned at 10:47 a.m.

APPROVED:

CERTIFIED CORRECT:

M. Pendergraft
RDOS Board Chair

B. Newell
Corporate Officer



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

REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

Environment and Infrastructure Committee

Thursday, October 1, 2015

9:00 am

Minutes

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 T. Boot, District of Summerland	Director S. McKortoff, Town of Osoyoos
Director M. Brydon, Electoral Area "F"	Director M. Pendergraft, Electoral Area "A"
Director G. Bush, Electoral Area "B"	Director T. Schafer, Electoral Area "C"
Director E. Christensen, Electoral Area "G"	Director J. Sentes, City of Penticton
Director B. Coyne, Electoral Area "H"	Director P. Waterman, District of Summerland

MEMBERS ABSENT:

STAFF PRESENT:

M. Woods, Manager of Community Services	C. Baughen, Solid Waste Management Coordinator
C. Malden, Manager of Legislative Services	

A. APPROVAL OF AGENDA

It was MOVED and SECONDED

THAT the agenda of the Environment and Infrastructure Committee meeting of October 1, 2015 be adopted. - **CARRIED**

B. DELEGATION

Lise Ecclestone, Okanagan Upcycle Resource Society

1. Presentation
2. Budget
3. Letter of Understanding

Ms. Ecclestone addressed the committee regarding the progress of the Okanagan Upcycling Resource Society and the OUR Upcycling Centre

C. ADJOURNMENT

By consensus, the Environment and Infrastructure Committee meeting of October 1, 2015 adjourned at 9:37 a.m.

APPROVED:

CERTIFIED CORRECT:

T. Siddon
Environment and Infrastructure Committee Chair

B. Newell
Chief Administrative Officer

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Development Variance Permit Application — Electoral Area “A”

Administrative Recommendation:

THAT the Board of Directors deny Development Variance Permit No. A2015.092-DVP

Purpose: To allow for the construction of a detached RV garage.

Owner: David & Deborah Klassen Agent: N/A Folio: A-06326.005

Civic: 2415 89 Street, Osoyoos Legal: Lot 2, District Lot 2450S, SDYD, Plan 16483

Zone: Residential Single Family One (RS1)

Requested Variance: To vary the maximum height of an accessory building from 4.5 metres to 7.0 metres

Proposed Development:

This application seeks to increase the maximum height of an accessory building from 4.5 metres to 7.0 metres to allow for the construction of a detached RV garage.

The applicant has indicated that “the RV garage will be situated within the required setbacks”, that “RV garage storage requires more than the allowed 4.5 metres for a secondary building”, and that “there are no other options as we currently do not have RV storage”.

Site Context:

The subject parcel is 8,153 m² in area. It is located on the south east corner of 89th Street at 26th Avenue. Surrounding uses are similar low density residential to the south and east, and agricultural to the north and west.

Background:

The subject property was created by a subdivision deposited in the Land Title office on July 29, 1966, and currently contains a single family dwelling, barn, shed and swimming pool. The pool was constructed in 1977.

Under the Electoral Area “A” Zoning Bylaw No. 2451, 2008, the subject property is zoned Residential Single Family One (RS1), which permits “accessory buildings and structures” as a permitted use.

At Section 11.1.7(b) of the Zoning Bylaw, the maximum permitted height of an accessory building or structure is 4.5 metres, while Section 4.0 (Definitions) states that “height” is defined as meaning “the vertical distance from average finished grade for at least four building-elevations to the highest point of the roof or structure”.

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 September 24, 2015.

Alternative:

1. THAT the Board of Directors approve Development Permit No. A2015.092-DVP; OR
2. THAT the Board of Directors defers making a decision and directs that the proposal be considered by the Electoral Area "A" Advisory Planning Commission (APC).

Analysis:

When assessing variance requests, a number of factors are generally taken into account. 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.

In considering this proposal, a garage is seen to be an accessory structure related to the residential use of the property and is therefore consistent with the zoning. However, given the size of the property, Administration considers that the applicant could construct the proposed structure as an attached garage to the dwelling unit and take advantage of the 10.0 metre height allowance for the principal building. While there do not appear to be any limiting site constraints on the subject property that would preclude this option, the applicant has indicated that "if we were to add a 7 to 10m structure to our house it would be the most unsightly structure in the neighbourhood".

Administration is concerned that this structure would look incongruous with the streetscape of 89th Street, despite not being within the setback. Increasing the maximum height of an accessory structure in this instance could create an expectation and/or perception that the Board will support other over-height accessory structures being developed on this street in the future.

This proposal, then, is seen to express a preference, rather than a need, to develop the structure as proposed. The applicant has not provided sufficient rationale to justify that compliance with the current bylaw requirements is unreasonable. Given this, and the fact that the proposal is generally not characteristic of other developments found on 89th Street, Administration does not support the proposed variance.

Respectfully submitted:



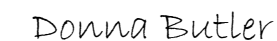
S. Lightfoot, Planning Technician

Endorsed by:



C. Garrish, Planning Supervisor

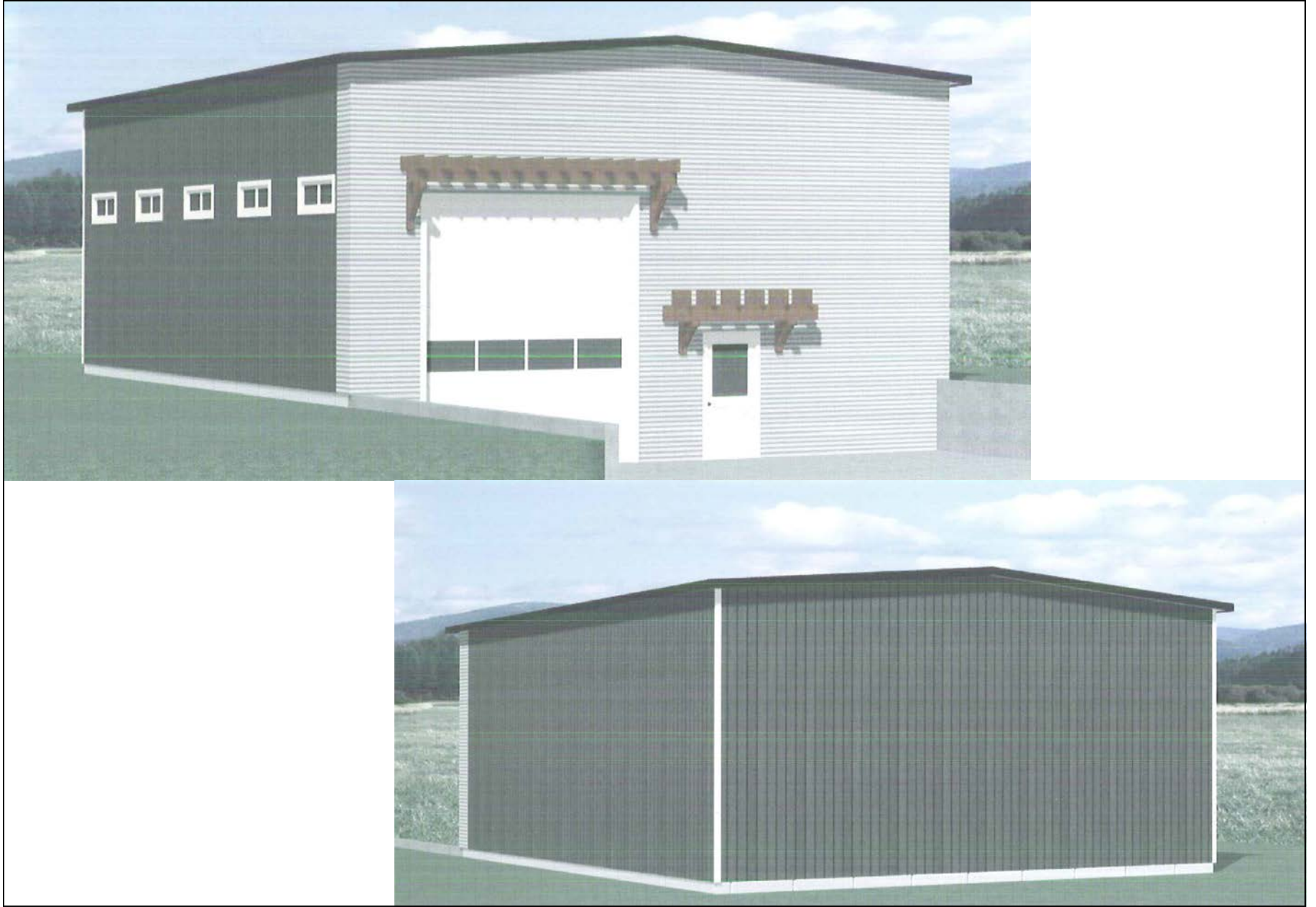
Endorsed by:



D. Butler, Development Services Manager

Attachments: No. 1 – Applicant’s 3D Rendering
No. 2 – Site Photos (Google Street View)

Attachment No. 1 – Applicant’s 3D Rendering



Attachment No. 2 – Site Photos (Google Street View)





Development Variance Permit

FILE NO.: A2015.092-DVP

TO: David & Deborah Klassen

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', 'C', 'D', 'E', and 'F' 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 2, District Lot 2450S, SDYD, Plan 16483

Civic Address: 2415 89th Street, Osoyoos, BC

Parcel Identifier (PID): 008-598-177 Folio: A-06326.005

CONDITIONS OF DEVELOPMENT

6. The maximum height of an accessory building in the Residential Single Family One (RS1) Zone, and as prescribed at Section 11.1.7(b) of the Electoral Area "A" Osoyoos Rural Zoning Bylaw No. 2451, 2008, in the Regional District of Okanagan-Similkameen, is varied as follows:
 - i) from: 4.5 metres
to: 7.0 metres as measured to the outermost projection, and as shown on Schedules 'B', 'C', 'D', 'E', & 'F'.

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 _____, 2015.

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

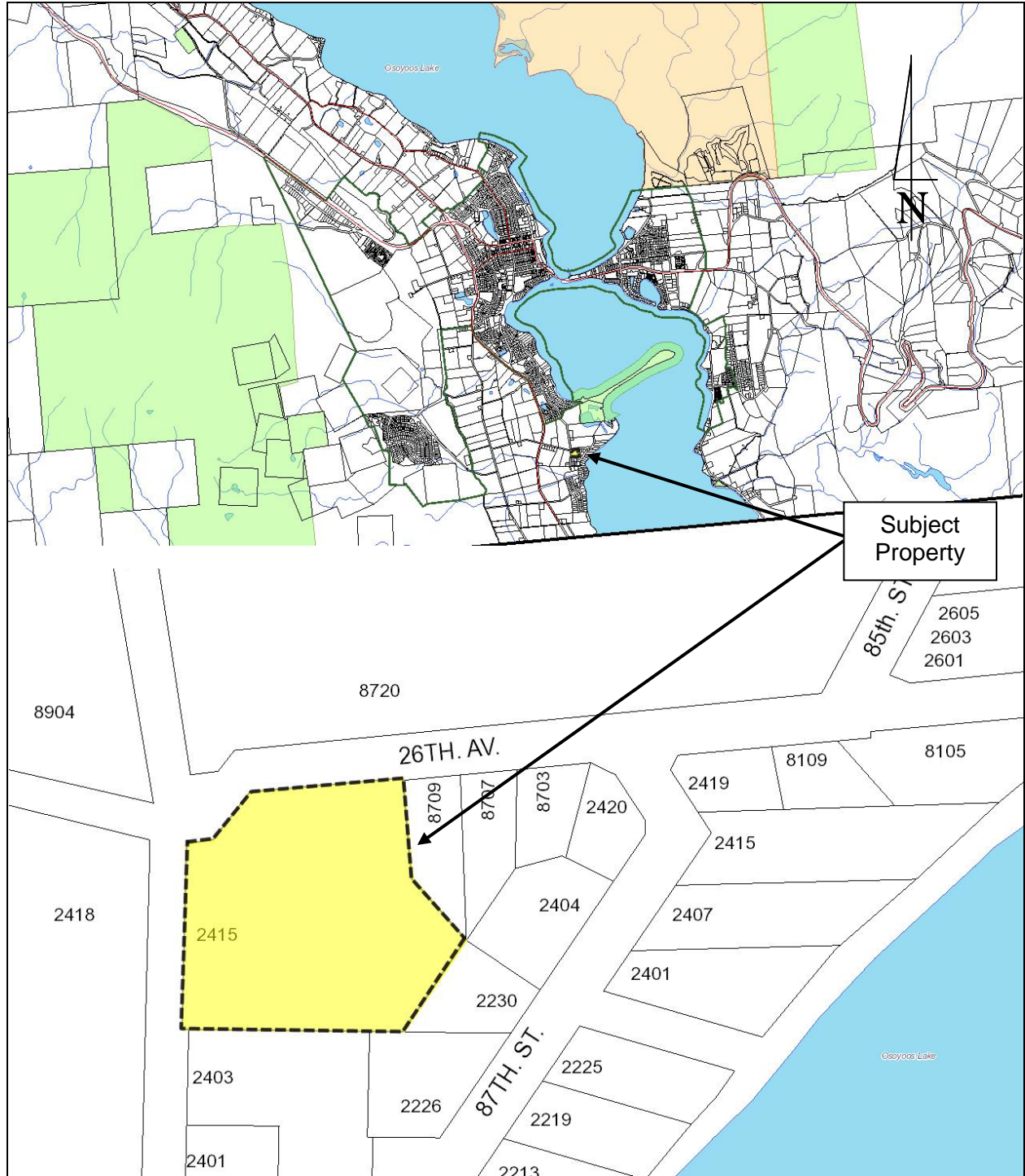
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. A2015-092-DVP

Schedule 'A'



Regional District of Okanagan-Similkameen

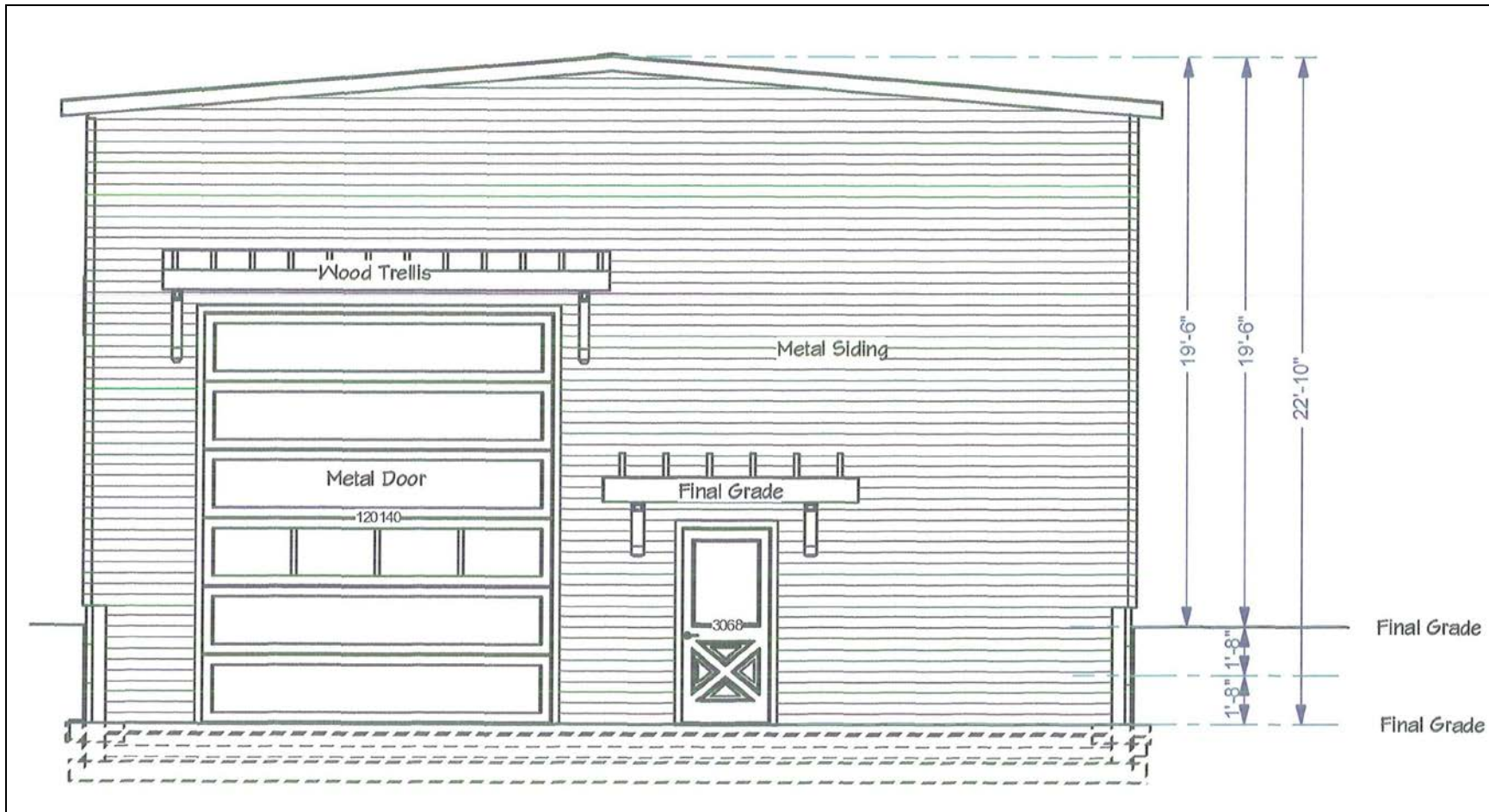
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. A2015-092-DVP

Schedule 'B'



Regional District of Okanagan-Similkameen

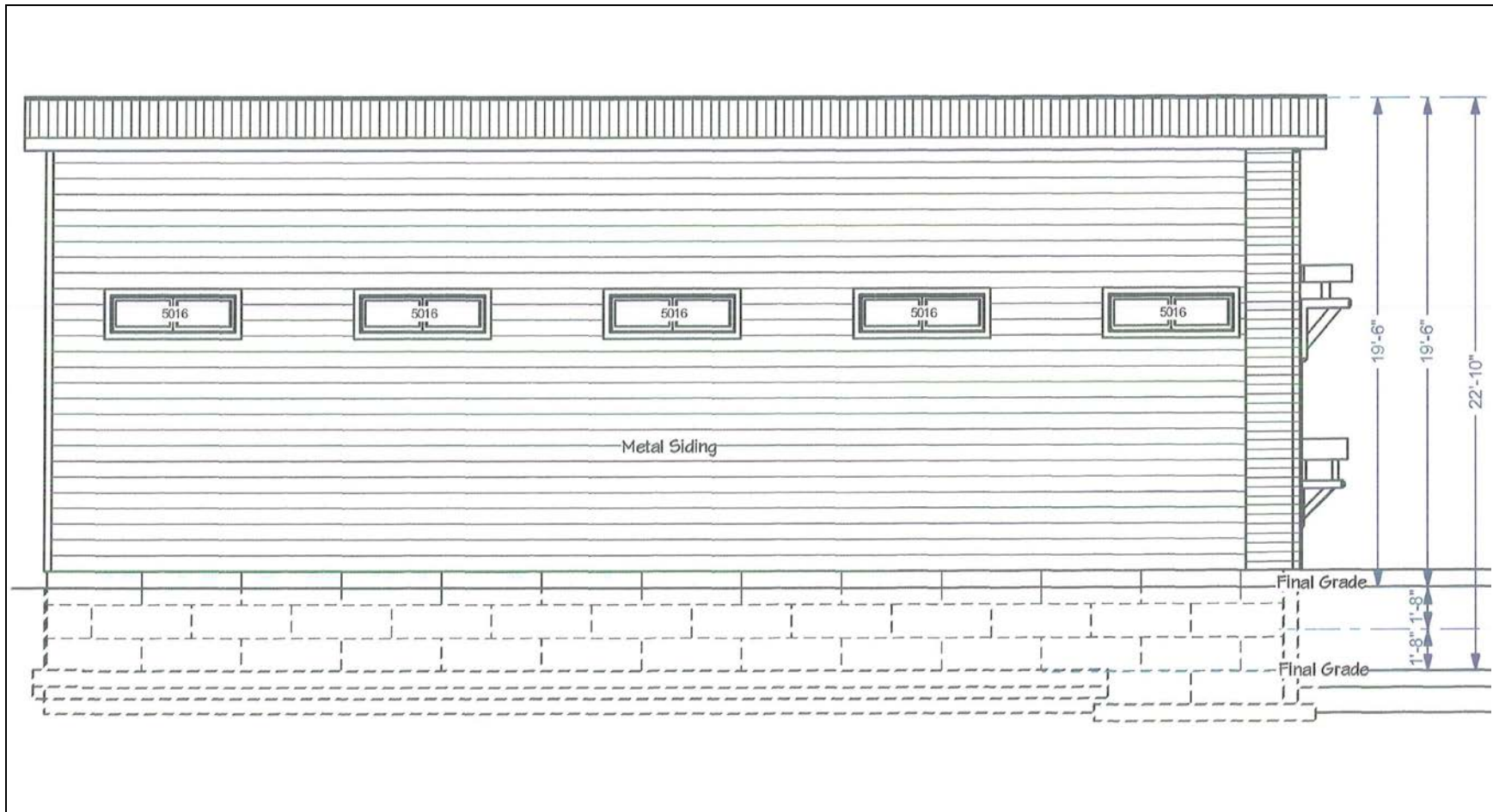
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. A2015-092-DVP

Schedule 'C'



Regional District of Okanagan-Similkameen

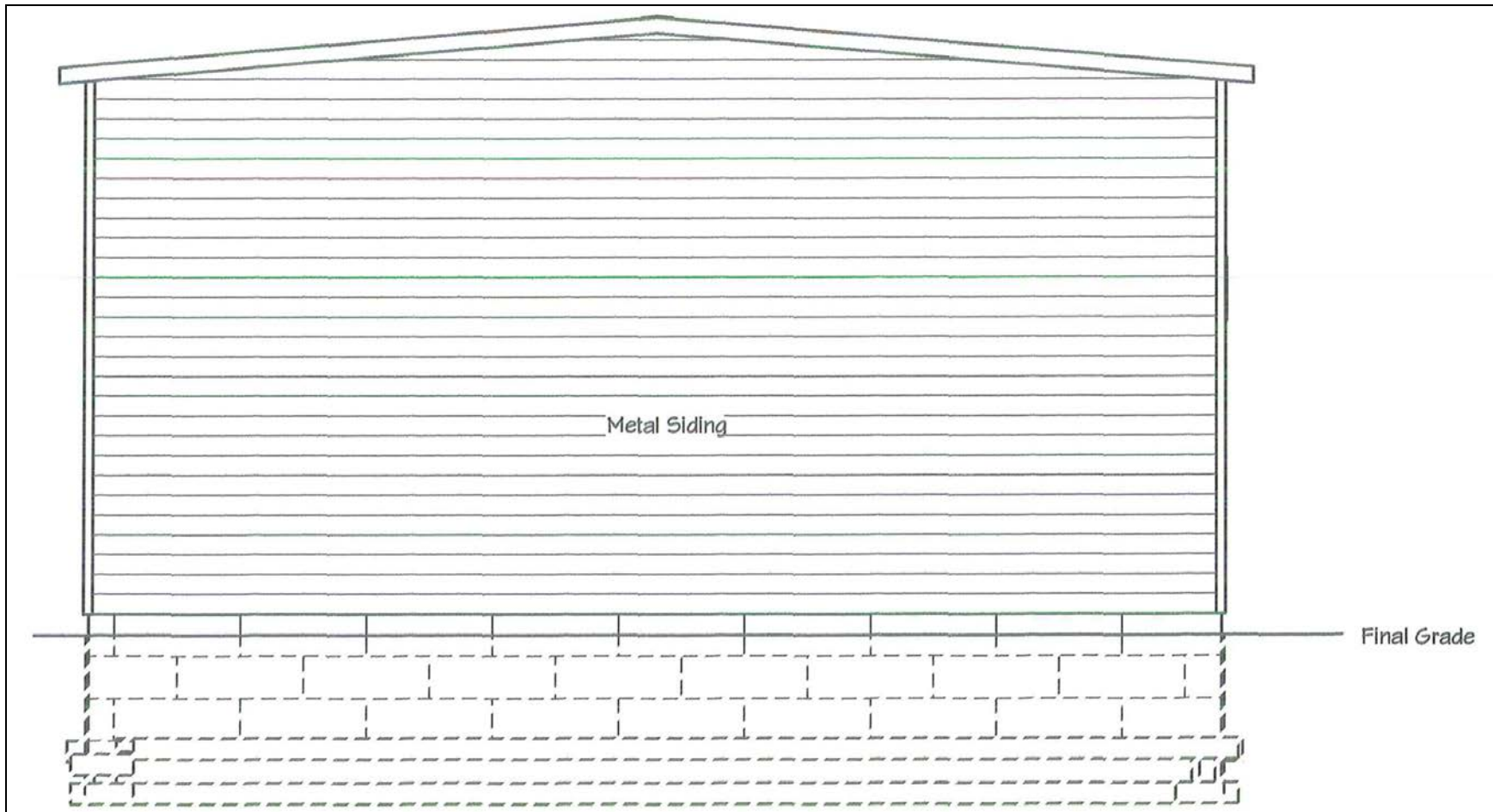
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. A2015-092-DVP

Schedule 'D'



Regional District of Okanagan-Similkameen

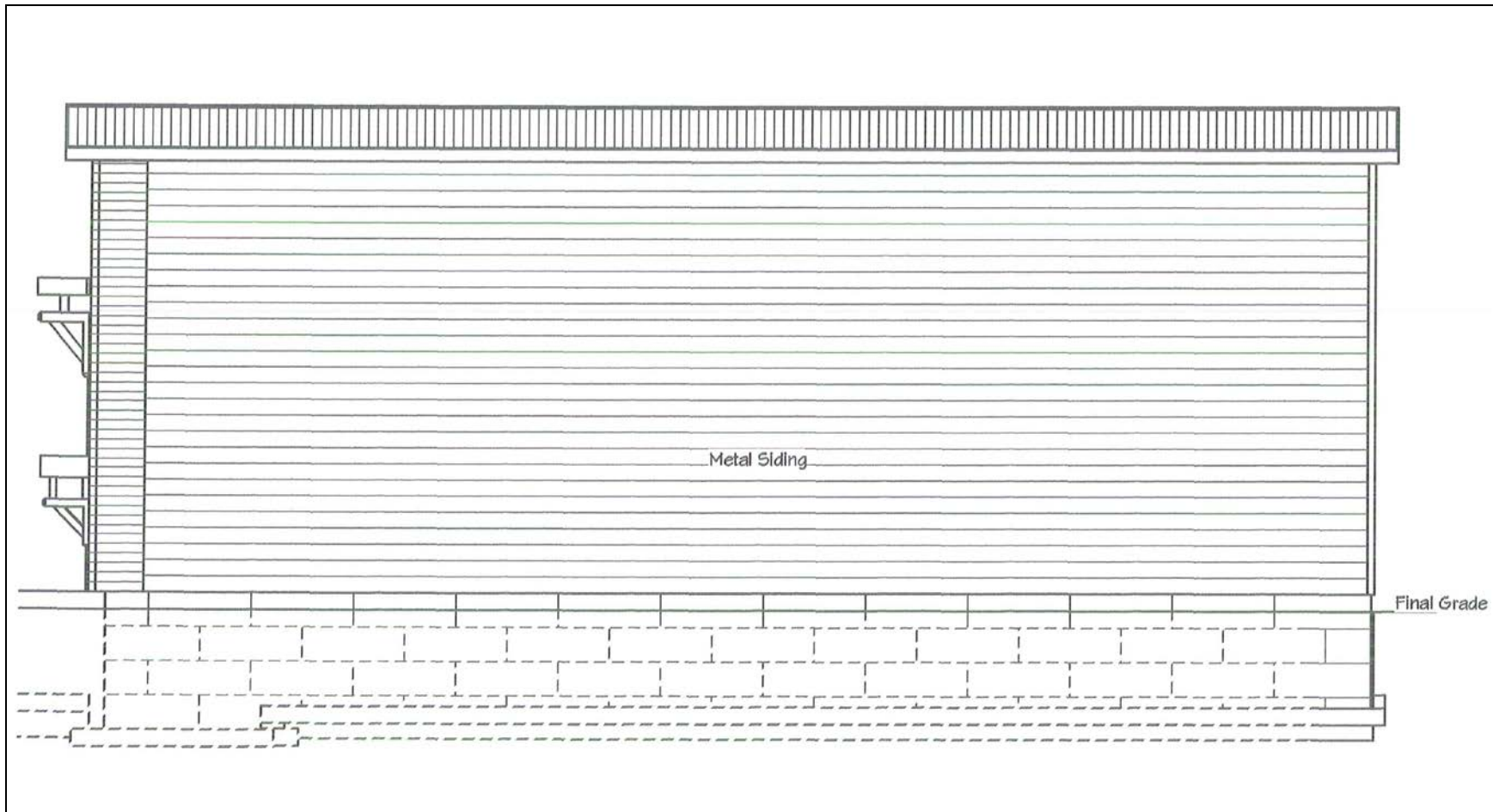
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. A2015-092-DVP

Schedule 'E'



Regional District of Okanagan-Similkameen

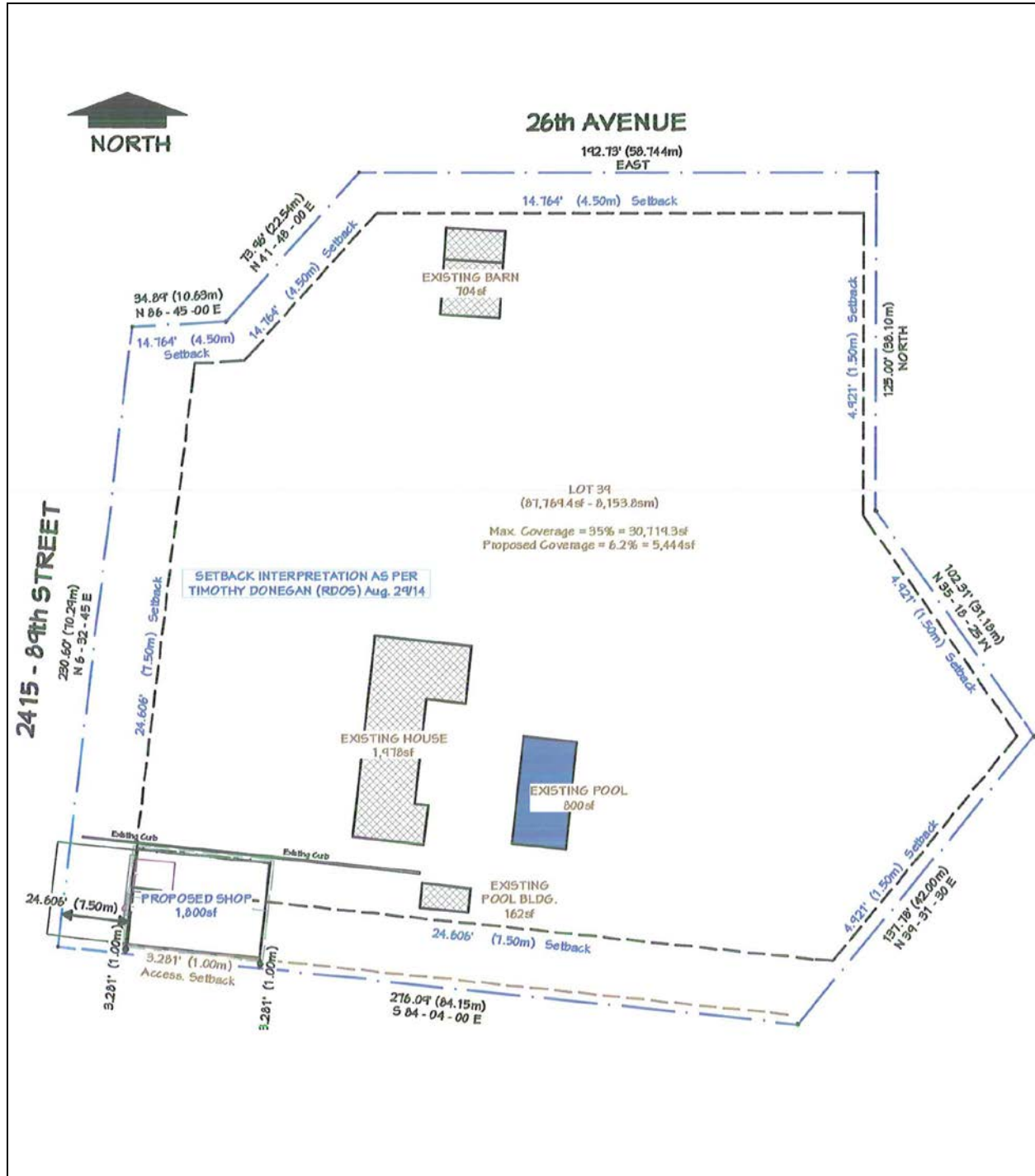
101 Martin St, Penticton, BC V2A 5J9
 Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. A2015-092-DVP

Schedule 'F'



ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Development Variance Permit Application — Electoral Area “D”

Administrative Recommendation:

THAT the Board of Directors approve Development Variance Permit No. D2015.078-DVP

Purpose: To allow for the construction of a detached garage.

Owner: Susan C. Lennox Agent: N/A Folio: D-01525.000

Civic: 174 Alder Avenue, Kaleden Legal: Lot 1, District Lot 105S, SDYD, Plan 8061

Zone: Residential Single Family One (RS1)

Requested Variance: To vary the front parcel line setback for an accessory building from 7.5 m to 4.29 m

Proposed Development:

This application seeks to reduce the minimum front parcel line setback for an accessory building from 7.5 metres to 4.29 metres to allow for the construction of a detached garage.

The applicant has indicated that “the requested variance reduces the required bylaw frontal set back of 7.5 meters to be reduced to 4.5 meters to allow a single story garage to be built outside the riparian zone... Once the Riparian area was identified by a “Qualified Environmental Professional,” the object was to avoid the area with the required garage building”.

Site Context:

The subject parcel is 1,056 m² in area. It is located on the east side of Alder Avenue and is bounded by Skaha Lake at its rear boundary. Surrounding uses are similar low density residential.

Background:

The subject property was created by a subdivision deposited in the Land Title Office on April 23, 1957. Development on the property is seen to be comprised of a dwelling and shed.

The majority of the property lies in the riparian area associated with Skaha Lake. Section 19.3.7 of Electoral Area “D-1” Kaleden-Apex Southwest Sector OCP Bylaw No. 2456, 2008 indicates that “the Regional District encourages Development Variance permit (DVP) applications for the relaxation of zoning (parcel line) setbacks on existing small lots in order to reduce impacts and preserve the SPEA”.

Under the Electoral Area “D-1” Kaleden-Apex Southwest Sector Zoning Bylaw No. 2457, 2008, the subject property is zoned Residential Single Family One (RS1), which permits “accessory buildings and structures” as a permitted use.

At Section 11.1.6(b)(i) of the Zoning Bylaw, the minimum front parcel line setback is 7.5 metres.

Approval from the Ministry of Transportation and Infrastructure is not required as the foundation of the proposed structure is beyond 4.5 metres of Alder Avenue.

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 October 8, 2015.

Alternative:

1. THAT the Board of Directors deny Development Permit No. D2015.078-DVP; OR
2. THAT the Board of Directors defers making a decision and directs that the proposal be considered by the Electoral Area "D" Advisory Planning Commission (APC).

Analysis:

When assessing variance requests, a number of factors are generally taken into account. 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.

In considering this proposal, a garage is seen to be an accessory structure related to the residential use of the property and is therefore consistent with the zoning.

As the Regional District encourages DVP applications for the relaxation of zoning (parcel line) setbacks on existing small lots in order to reduce impacts and preserve the SPEA, the applicant has proposed to place the garage outside the 30.0 metre riparian setback from Skaha Lake. This proposed location will allow for a reduction of impacts to the riparian area while limiting encroachment into the front setback.

It is thought that the front parcel line setback reduction will not impact neighbouring properties and will not have an adverse impact on the streetscape, views, or character of the area. The height of the proposed accessory building at 3.44 metres is less than the 5.5 metres allowed by the bylaw and is seen to be reasonable and consistent with the nature of the area. Neighbouring properties further north on Alder Avenue have accessory structures located within the front setback, and the Board of Directors approved a Development Variance Permit application to reduce the front setback for an accessory building at 206 Alder Avenue on August 2, 2012. Despite this, Administration is concerned that vehicles parked in front of the garage may overhang into the road right of way.

In most cases, reductions to the front parcel setbacks are discouraged due to the visual impacts to the streetscape and neighbourhood characteristics. However, in this instance, given the riparian area on the property and the apparent lack of impact on the streetscape and neighbourhood character, Administration supports the proposal.

Respectfully submitted:



S. Lightfoot, Planning Technician

Endorsed by:



C. Garrish, Planning Supervisor

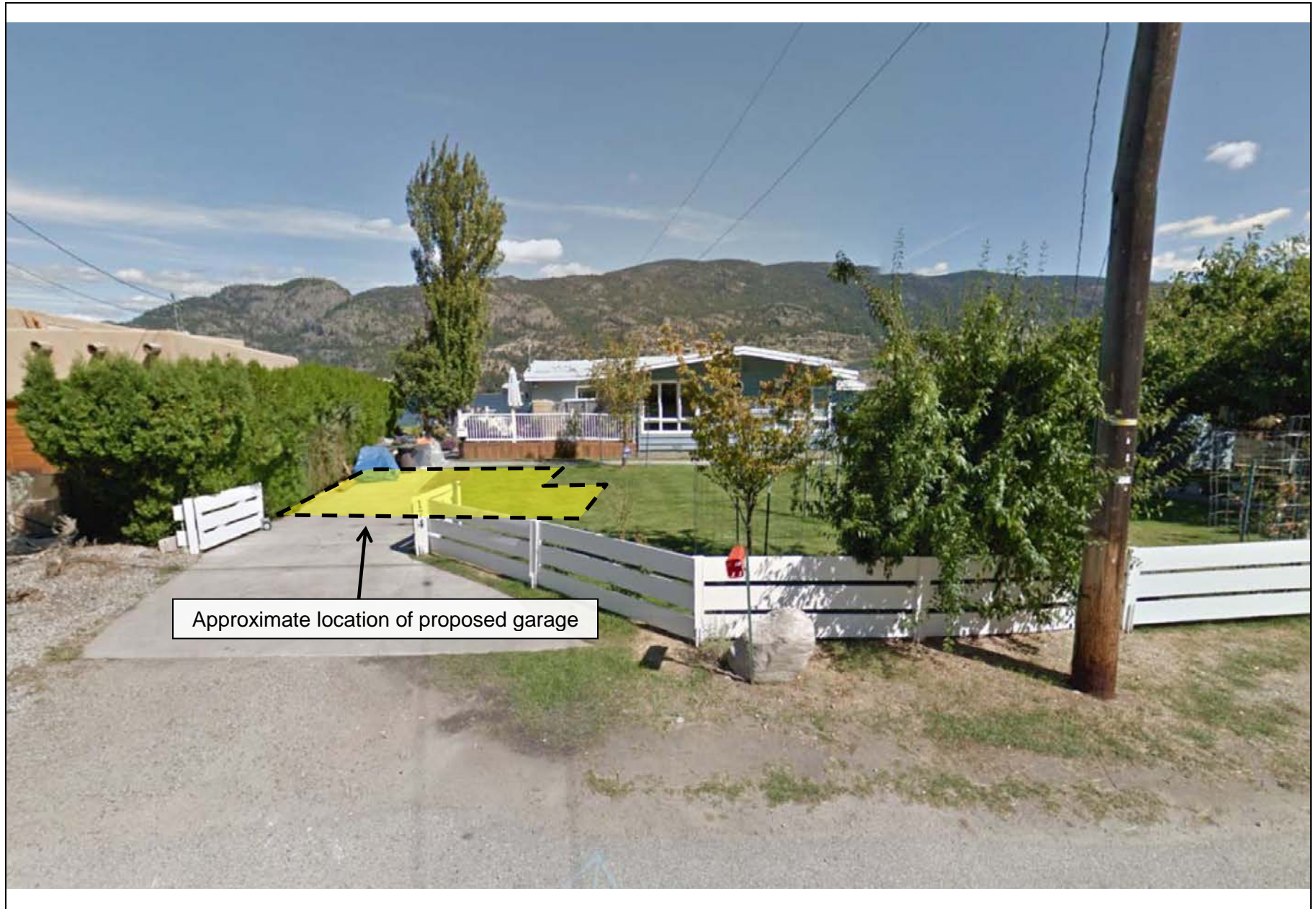
Endorsed by:



D. Butler, Development Services Manager

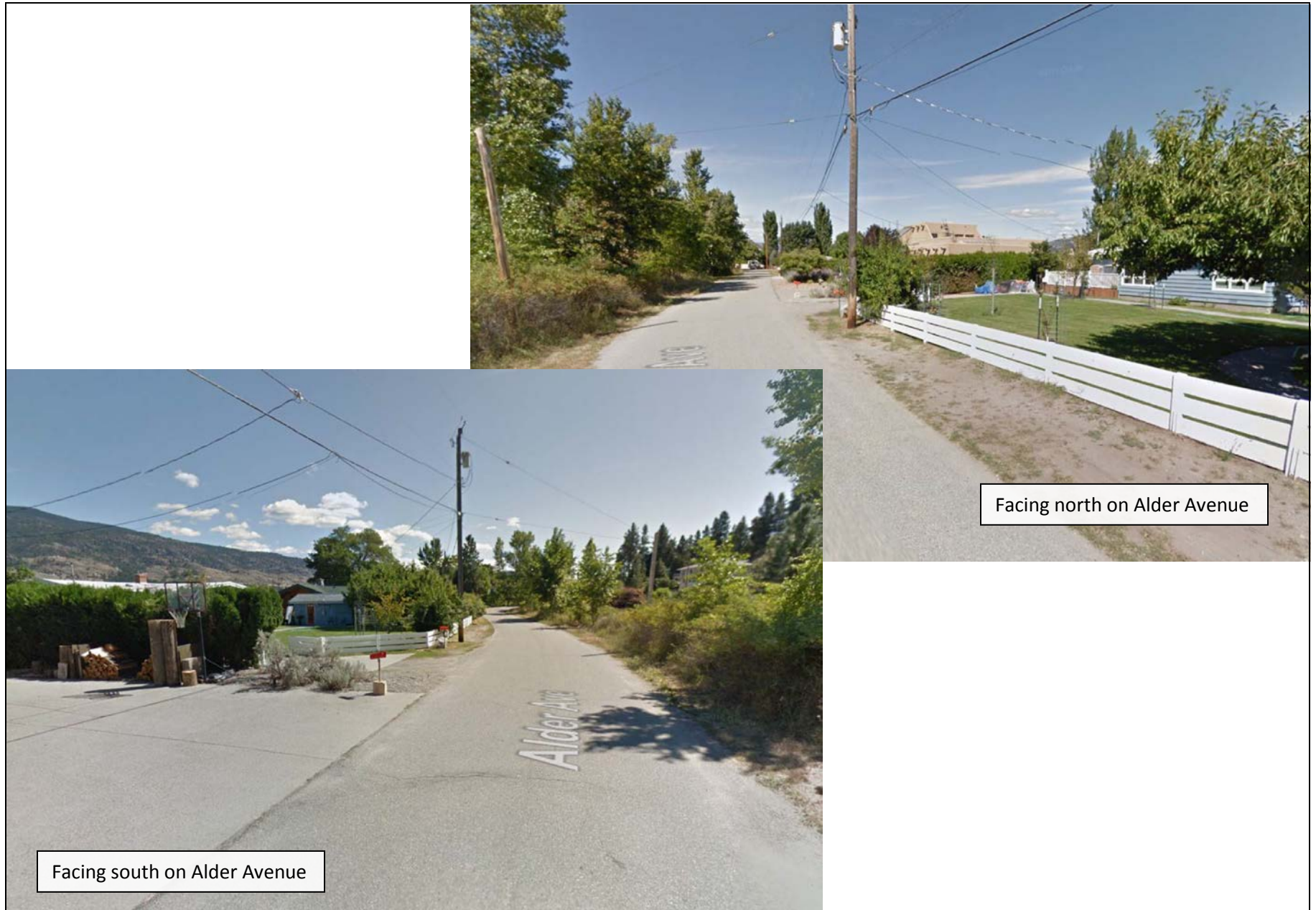
Attachments: No. 1 – Site Photos (Google Street View)
No. 2 – Site Photos (Google Street View)

Attachment No. 1 –Site Photos (Google Street View)



Approximate location of proposed garage

Attachment No. 2 – Site Photos (Google Street View)



Facing north on Alder Avenue

Facing south on Alder Avenue



Development Variance Permit

FILE NO.: D2015.078-DVP

TO: Susan Corrine Lennox

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' and 'B' 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 1, District Lot 105S, SDYD, Plan 8061

Civic Address: 174 Alder Avenue, Kaleden, BC

Parcel Identifier (PID): 009-872-175 Folio: 715 01525.000

CONDITIONS OF DEVELOPMENT

6. The minimum front parcel line setback for an accessory building, as prescribed at Section 11.1.6(b)(i) of the Electoral Area "D-1" Kaleden-Apex Southwest Sector Zoning Bylaw No. 2457, 2008, in the Regional District of Okanagan-Similkameen, is varied as follows:
 - i) from: 7.5 metres
to: 4.29 metres as measured to 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 _____, 2015

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

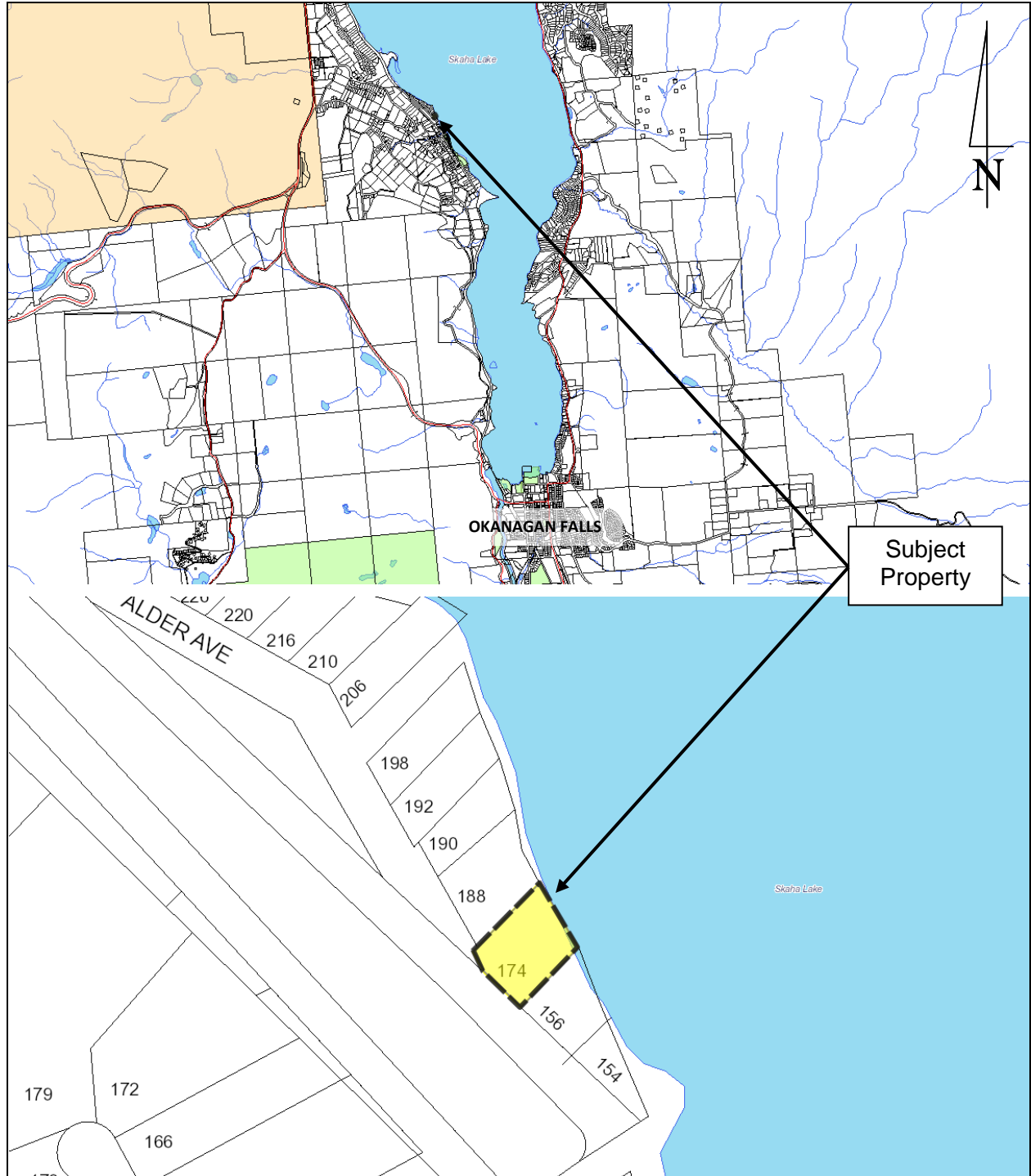
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. D2015-078-DVP

Schedule 'A'



Regional District of Okanagan-Similkameen

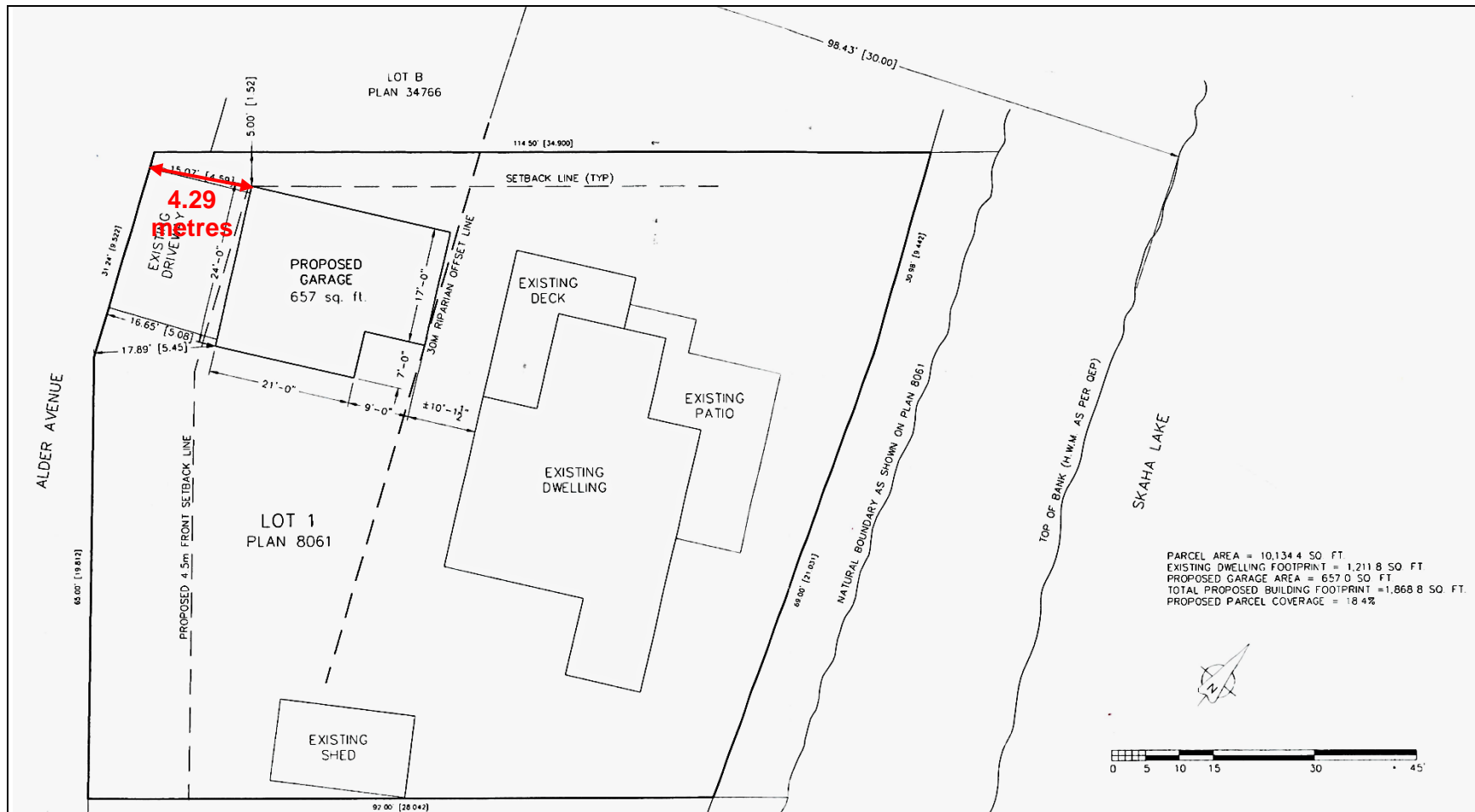
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. D2015-078-DVP

Schedule 'B'



Development Variance Permit No. D2015.078-DVP

October 3, 2015

The Board of Directors
Regional District of Okanagan Similkameen
101 Martin Street
Penticton, BC V2A 5J9

Dear Members of the Board:

Re: Objection to DVP application – 174 Alder Avenue, Kaleden

We strongly object to the above noted DVP application to reduce the front parcel line setback for the garage from 7.5 to 4.29 metres, and believe that the variance should be denied for the following reasons:

1. We own the development property across the street. Our property is zoned single family residential, and lots will be developed in the near future on the opposite side from the lakeshore homes, and eventually along the length of Alder. The variance application directly and negatively affects the 4 proposed lots across from the applicant (see attached sketch).
2. The applicant has advised that the proposed garage is to be two stories. Moving such a large structure closer to the lot line will be highly obtrusive to the future homes across the street, and to all other existing and future residents on Alder Avenue.
3. Alder Avenue is a narrow roadway, of only 50 feet (16m) and not a standard design road width of 66 feet (20m). Any variance therefore has more negative impact than if this were a standard width road.
4. Alder Avenue is becoming increasingly less attractive along the street and it is gaining a "back alley" appearance due to the following:

-there are some garages that pre-existed the zoning bylaw, that are non-conforming and closer to the road than they should be.

- Lakeside homes commonly build the front of the house facing the lake, resulting in the street side being much less attractive and welcoming.

-Many residents along the lake side have built illegal fences 6 feet of height rather than 4 feet.

- The fact that there are non-conforming, structures on Alder Avenue that pre-existed the current zoning bylaw, should not form any precedence for this variance. Zoning bylaws are adopted to ensure good development now and going forward, rather than to support and continue poor development practices.

5. A variance for a garage was granted by the RDOS Board a few years ago at the location of 206 Alder Avenue, to build a garage close to Alder Avenue. That variance approval should also not form a precedence as follows:
- This property is different, as the access for that home is off the adjacent lake access, therefore there are no parking encroachment issues.
 - This property is also different, as the vacant triangular property across the street (Lot 18 Plan 7226) is owned by a group of Alder Avenue residents as a backup septic area, and will likely never be built on as it currently has no viable building envelope. It is therefore not as objectionable.
 - The garage that was built unfortunately does contribute to the increase of the "back alley" feel of Alder Avenue because it is so close to the street. Similar future variances should therefore not be approved.
6. The applicant recently objected to a similar variance for a property two doors down located at 148 Alder Avenue (front yard variance). It is hypocritical that the applicant now applies for a similar front yard variance, when the applicant was so adamantly against such variance on a nearby property.
7. The applicant has advised me on several occasions that they are considering selling the property. I believe that this garage is being built only to enhance the property's marketability, without due regard for how the variance affects the current and future neighbours who want to permanently live here.
8. If the garage is permitted to be only 4.29 meters from the street, there will not be adequate room on the lot for parking of vehicles without encroaching out into the roadway. 4.29 meters equates to 14 feet. The size of luxury trucks (owned by many Albertan's buying on this street) is 20 feet of length. Even if the smaller driveway fit the applicant's current small vehicle, it will likely not fit any future owner's vehicle.
9. The subject property already has an illegal encroachment of a fence built out into the roadway and a shed built the applicants a few years ago without proper setbacks to the roadway. This would just add to that problem.
10. The Alder roadway is part of the KVR trail system, and therefore any variance in setback negatively impacts recreational trail users, in that this building will be intrusive and lessen the desired buffer of space.
11. The applicant has advised me that should the variance not be approved, that they would instead just build the garage closer to the existing house, therefore there is no hardship to the applicant if this variance is not approved.

For the above reasons we would be very grateful if the RDOS Board to **NOT** approve this variance application.

Sincerely,

Debi McGinn, Secretary
0893178 BC Ltd.

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Development Variance Permit Application — Electoral Area “D”

Administrative Recommendation:

THAT the Regional Board approve Development Variance Permit No. D2015.095–DVP.

Purpose: To facilitate the construction of a deck addition to a principal single detached dwelling.

Owners: Malcolm and Donna Presbury **Folio:** D-06800.170

Civic: 36 – 125 Cabernet Drive **Legal:** Lot 36, Plan KAS3813, DL 2710, SDYD

Land Use Contract: Land Use Contract No. LU-3-D

Requested to reduce the minimum rear parcel line setback from 25 feet to 9.0 feet; and to increase the **Variances:** maximum parcel coverage from 30% to 39.4%, in relation to a principal single detached dwelling.

Proposed Development:

This application proposes two variances to the provisions of Land Use Contract (LUC) No. LU-3-D in order to facilitate the construction of a deck addition to a single detached dwelling, specifically:

- to reduce the minimum rear parcel line setback from 25 feet to 9.0 feet; and
- to increase the maximum parcel coverage from 30% to 39.4%.

In support of the proposal, the applicant has stated that “we are trying to build an outside space over a ravine. Without building a deck, we have no usable outside area. The land to the rear of us just beyond the property line is approximately 125’ below.” Also, “because we are a pie shaped lot, the neighbour’s yard at the point where we would be touching is in a deep ravine. Because of our pie-shaped lot, his view direction is different from ours (he looks west over Skaha Lake).”

Site Context:

Approximately 731 m² in area, the subject parcel is located approximately 5 km north of Okanagan Falls, within the residential subdivision known as Vintage Views, at the end of Cabernet Drive. The parcel slopes downward to the southwest overlooking the third and final phase (29 lots) of the Vintage Views subdivision proposed for development on the 7.6 ha parcel below. The subject property adjoins four residential parcels, all of which are currently vacant. The lone structure on the property is a single detached dwelling.

Background:

The subject property was created by subdivision in 2010. Due to an administrative error, the proposed discharge of LUC No. LU-3-D from the parent parcel area was not properly executed in

1982, thereby resulting in the Contract remaining on title. Consequently, the property's land use designations of Low Density Residential (LR) under the Official Community Plan (OCP) and Residential Single Family One (RS1) under the zoning bylaw are of no effect and the terms of the LUC remain in force.

On September 3, 2015, the Board of Directors adopted Bylaw Nos. 2603.05, 2455.21, and 2455.22, thereby approving the "voluntary discharge" and "early termination" of LUC No. LU-3-D for parcels located within Phases 2 & 3 of the Vintage Views subdivision. The owners of the subject property have opted for "early termination"; therefore, the RS1 Zone will come into effect for the subject property one year later on September 4, 2016.

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 October 8, 2015.

Alternatives:

- .1 THAT the Regional Board deny Development Variance Permit No. D2015.095–DVP; or
- .2 THAT the Regional Board defers making a decision and directs that the proposal be considered by the Electoral Area "D" Advisory Planning Commission (APC).

Analysis:

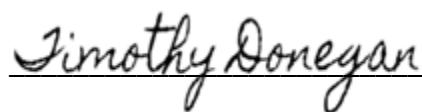
When assessing variance requests a number of factors are generally taken into account, including the intent of the zoning, the presence of any potential limiting physical features on the subject property, and whether the proposed development will have a detrimental impact upon the amenity of the area and/or adjoining uses.

Administration recognizes that the irregular shape of the lot and the presence of a steep slope on the property limits the creation of outdoor amenity space and makes the siting of a deck difficult.

Administration also recognizes that the RS1 zoning the property was developed under allows for a maximum parcel coverage of 35%, and while an increase to 39.4% is still significant, the presence of the unbuildable open slope behind the subject property mitigates the impression of over-development.

With respect to varying the rear parcel line setback from 25 feet to 9.0 feet, the steep slope at the rear of the property renders the decrease inconsequential. Further, the proposed deck is only 8.0 feet nearer the rear parcel line than the existing dwelling, which encroaches 7.5 feet into the rear property line.

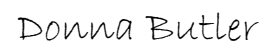
Respectfully submitted:



Endorsed by:



Endorsed by:



T. Donegan, Planning Technician

C. Garrish, Planning Supervisor

D. Butler, Development Services Manager

Attachments: No. 1 – Applicant's Photos

Attachment No. 1 – Applicant's Photos



Photo 1: Rear of the house looking northeast.



Photo 2: Side of the house looking southeast.

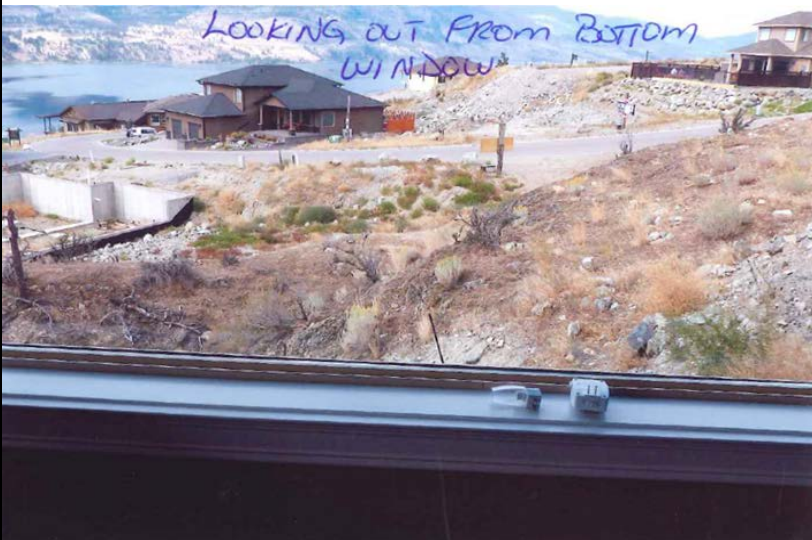


Photo 3: Adjacent lot looking northwest (viewed from 1st floor window).



Development Variance Permit

FILE NO.: D2015.095-DVP

Owner: Malcolm and Donna Presbury
36 – 125 Cabernet Drive
Okanagan Falls, BC V0H-1R3

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 applies to, and only to, those lands, including any and all buildings, structures and other development thereon, within the Regional District as shown on Schedules 'A' and 'B', and described below:

Legal Description: Lot 36, Plan KAS3813, DL 2710, SDYD

Civic Address: 36 – 125 Cabernet Drive

Parcel Identifier (PID): 028-497-694 Folio: 715 06800.170

CONDITIONS OF DEVELOPMENT

6. The land specified in Section 5 may be developed in accordance with the following variances to Schedule 'B' of Land Use Contract No. LU-3-D (Bylaw No. 158, 1972), in the Regional District of Okanagan-Similkameen:
 - a) The minimum rear parcel line setback for a principal building or structure is varied:
 - i) from: 25 feet

to: 9.0 feet, as measured from the outermost projection and as shown on Schedule 'B'.

b) The maximum parcel coverage is varied:

i) from: 30%

to: 39.4%, 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 _____, 2015

B. Newell, Chief Administrative Officer

Regional District of Okanagan-Similkameen

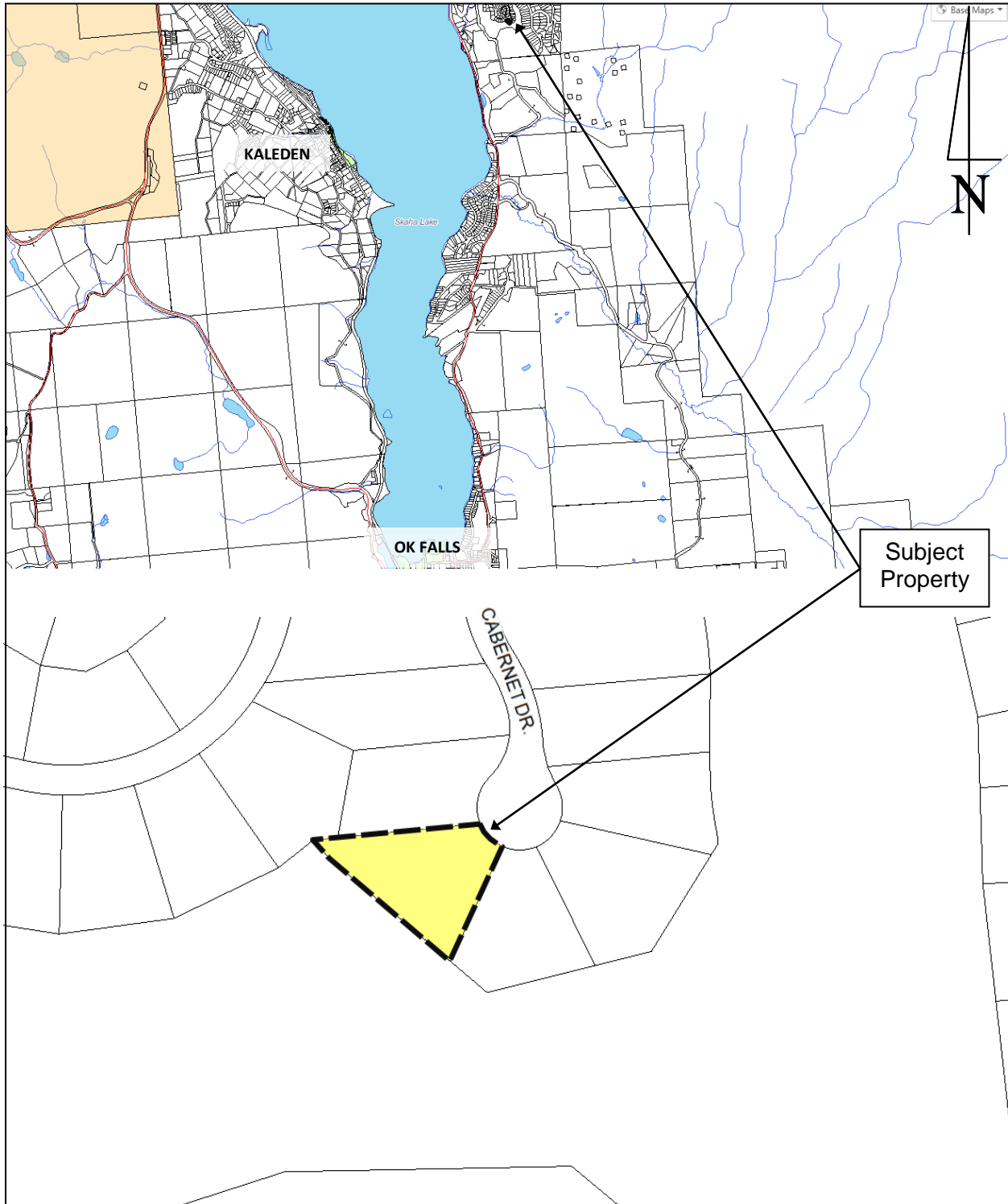
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. D2015.095-DVP

Schedule 'A'



Regional District of Okanagan-Similkameen

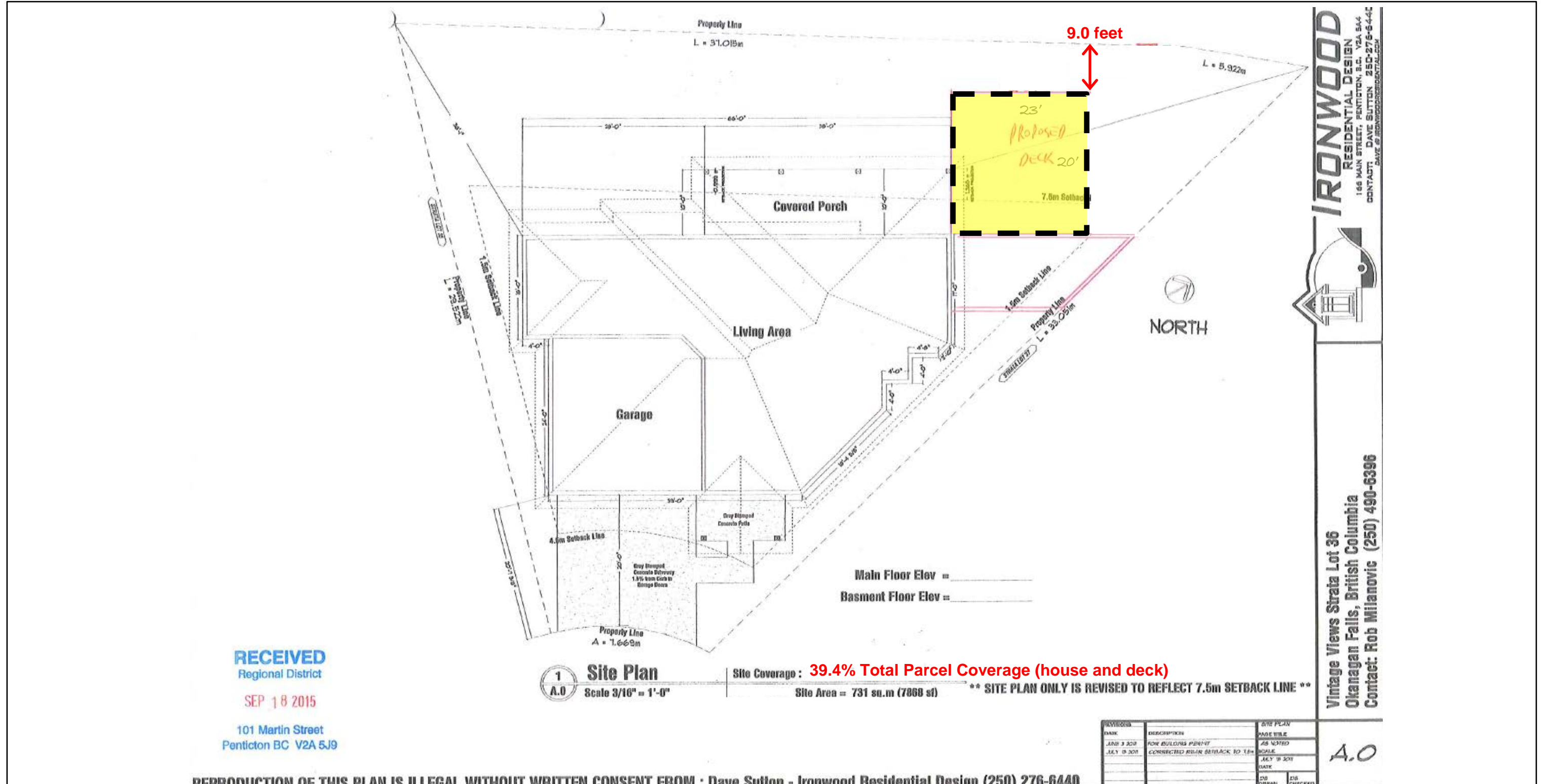
101 Martin St, Penticton, BC V2A 5J9
 Tel: (250) 492-0237 Fax (250) 492-0063



Development Variance Permit

File No. D2015.095-DVP

Schedule 'B'



REPRODUCTION OF THIS PLAN IS ILLEGAL WITHOUT WRITTEN CONSENT FROM : Dave Sutton - Ironwood Residential Design (250) 276-6440

Malcolm Presbury

From: "Tanner Darin"
Date: Saturday, September 12, 2015 3:55 PM
To: "Malcolm Presbury"
Subject: Re: variance lot 36

Hi Sam and Donna,

Is that where that stair case would be on the west side of your house to that lower door that never finished for you?

Either way I am all in for you guys and your new deck, I'm sure it's going to look great! In other words yes I approve.

I hope you guys have better luck then me with a variance haha.

See you guys in a week.

- Tanner Darin

On Sep 12, 2015, at 2:47 PM, Malcolm Presbury _____ wrote:

Hi Tanner,

Sorry to bug you I know your away working, but if you have a couple of minutes can you please read and respond.

We would like to build a retaining wall and deck on our northwest side of our house. In order to do this we need a side and back variance. If your not opposed to our project would you mind shooting us an e-mail back so we can submit it with all the other input from our neighbors.

We would like to submit this week.

Thank you very much,
Malcolm (Sam) and Donna Presbury, Lot 36

If you have any questions please call us.

D - 068 00. 170

Original File
document has
signed copies -
Signatures have
been removed

September 11, 2015

To the Planning and department of the RDOS

We our submitting signatures of our neighbors who have seen plans of our proposed retaining wall and deck. They have stated to have no reservation or objections to our plan.

Lot 41 _____ Date Sept 14/15

*3 → Lot 25 35+39 CABERNET DRIVE Date SEPT 15/15

Lot 5 Cabernet Drive Date Sept. 15/15

Lot 6 125 Cabernet Drive Date Sept 15/15

Lot 9 125 Cabernet Drive Date Sept 15/15

Lot 8 see letter from owner.

Lot 39 125 Cabernet Drive Date Sept 16/2015

Lot 17 125 Cabernet Drive Date Sept 21, 2015

Lot 18 125 Cabernet Drive Date Sept 21, 2015

Lot 21 125 Cabernet Drive Date Sept 21, 2015

Thank you,
Malcolm and Donna Presbury

D-06800.170

September 11, 2015

To the Planning and department of the RDOS

We our submitting signatures of our neighbors who have seen plans of our proposed retaining wall and deck. They have stated to have no reservation or objections to our plan.

Lot <u>3</u>	Date <u>2015-09-21</u>
Lot <u>1</u>	Date <u>2015-09-21</u>
Lot <u>1</u>	Date <u>2015-09-21</u>
Lot <u>1^o</u>	Date <u>2015-09-21</u>
Lot <u>21</u>	Date <u>2015-09-21</u>
Lot <u> </u>	Date <u> </u>
Lot <u> </u>	Date <u> </u>
Lot <u> </u>	Date <u> </u>
Lot <u> </u>	Date <u> </u>
Lot <u> </u>	Date <u> </u>

Thank y
Malcoli

D-06800.170

September 11, 2015

To the Planning and department of the RDOS

We our submitting signatures of our neighbors who have seen plans of our proposed retaining wall and deck. They have stated to have no reservation or objections to our plan.

Lot <u>28</u>	<u>125 Cabernet Drive</u>	Date <u>Sept 11 2015</u>
Lot <u>27</u>	<u>125 Cabernet Drive</u>	Date <u>SEPT 11</u>
Lot <u>10</u>	<u>125 Cabernet Drive</u>	Date <u>Sept 11, 2015</u>
Lot <u>4</u>	<u>125 Cabernet Dr</u>	Date <u>Sept 11</u>
Lot <u>7</u>	<u>" " "</u>	Date <u>" "</u>
Lot <u>33</u>	<u>_____</u>	Date <u>SEPT 12/15</u>
Lot <u>38</u>	<u>_____</u>	Date <u>SEPT 12/15</u>
Lot <u>42</u>	<u>_____</u>	Date <u>SEPT 12/15</u>
Lot <u>1</u>	<u>_____</u>	Date <u>SEPT 12/15</u>
Lot <u>12</u>	<u>_____</u>	Date <u>SEPT 12/15</u>

Thank you,
Malcolm and Donna Presbury

D-06800.170

September 11, 2015

To the Planning and department of the RDOS

We our submitting signatures of our neighbors who have seen plans of our p deck. They have stated to have no reservation or objections to our plan.

Lot <u>14</u>	Date <u>Sept 12/15</u>
Lot <u>15</u>	Date <u>Sept 12/15</u>
Lot <u>22</u>	Date <u>Sept 12/15</u>
Lot <u>23</u>	Date <u>Sept 12/15</u>
Lot <u>26</u>	Date <u>Sept 12/15</u>
Lot <u>29</u>	Date <u>Sept 12/15</u>
Lot <u>30</u>	Date <u>Sept 12/15</u>
Lot <u>31</u>	Date <u>Sept 14/15</u>
Lot <u>11</u>	Date <u>Sept 14/15</u>
Lot <u>40</u>	Date <u>Sept 14/15</u>

Thank you,
Malcolm and Donna Presbury

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
TYPE: Zoning Bylaw Amendment — Electoral Area “H”

Administrative Recommendation:

THAT Bylaw No. 2498.09, 2015, Electoral Area “H” Zoning Amendment Bylaw be read a first and second time and proceed to public hearing;

AND THAT the holding of the public hearing be delegated to Director Coyne or delegate;

AND THAT staff schedule the date, time, and place of the public hearing in consultation with Director Coyne;

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

Purpose: To rezone the property to a Large Holdings Two Site Specific in order to permit seven (7) principal dwellings

Owners: W. Visscher & M Roffel

Folio: H00742.000

Legal: District Lot 520 YDYG except Plan KAP80251

Civic: 1580 Blakeburn Road

Proposed Zoning: Large Holdings Two Site Specific (LH2s)

Purpose:

The purpose of this application is to amend the zoning of the subject property in order to permit the use of seven principal dwelling units. Specifically, it is being proposed to amend the zone from Large Holdings Two (LH2) to Large Holdings Two Site Specific (LH2s) in order to allow for additional dwellings.

In support of this proposal, the applicant has stated that “this property was purchased in 2004 by seven owners for recreation purposes. At the time, there was approval in place to build 7 residences which is the reason this property was selected.”

Site Context:

The subject property is approximately 61.3 ha in size and is located approximately 1 km south of the Coalmont townsite and approximately 13 km northwest of the town of Princeton. The property bisects Blakeburn Road with approximately 18 ha on the north side and the remaining approximately 43 ha on the south side.

Surrounding neighbourhood characteristics are mainly large rural parcels that are zoned Resource Area (RA), Large Holdings (LH) or Agriculture Three (AG3).

The subject property is outside of a fire protection service area and is not within a community water or sewer service area.

The subject property currently has four dwellings on site, three single family dwellings and one mobile home. There are also a number of other buildings and structures on site including a shop, storage buildings, gazebo, and a playhouse. The development is located on the southern portion of the property.

Background:

There have been three building permits issued for the subject property for 'prefabricated resort cabins', two in 2005 and one in 2007.

At the time, building permits were issued under the previous Electoral "H" Rural Land Use Bylaw (RLUB) 1725, 1997, the subject property was zoned as Resource Area (RA) under which a "resort" was a permitted use. A "resort" was defined as a building, group of buildings, or area intended to be used by the public on a temporary or seasonal basis for recreational purposes and may include ancillary sports and entertainment facilities". The minimum parcel size for RA was 8.0 ha.

Under the current Zoning Bylaw No. 2498, 2012, that was adopted in conjunction with the Official Community Plan (OCP) review of 2012, the subject property is now zoned as Large Holdings Two (LH2) and a "resort" is no longer a permitted use.

Both the current LH2 zone and the previous RA zone permitted one principal dwelling on a property over 16 ha along with either four accessory dwellings (maximum size of 70 m² in size except one up to 140 m²) or two principal dwellings with no accessory dwellings.

Under Schedule 'H'; of the OCP Bylaw No 2457, 2012, a Watercourse Development Permit area (WDP) has been identified on the property; however, development appears to be outside of the 30 m WDP areas identified. The property is also identified as having a 'high' fire hazard class under Schedule 'E'.

In April 2015 a letter was sent to applicants by the Building Official informing them that 'do not occupy' notices were placed on a number of structures, both residential and non-residential, because the buildings did not have valid building permits. It was also noted that the work constructed needed to conform to planning regulations as well.

The applicant submitted an application July 17, 2015, proposing to amend the zoning bylaw in order to permit seven dwellings on the subject property.

At the September 15, 2015, the Electoral Area "H" Advisory Planning Commission (APC) resolved to recommend to the Board to approve the subject application.

Referrals:

Approval from the Ministry of Transportation and Infrastructure (MoTI) is not required as the proposal is situated beyond 800 metres of a controlled area.

Alternative:

THAT Bylaw No. 2498.09, 2015, Electoral Area "H" Zoning Amendment Bylaw be denied.

Analysis:

Administration does not generally support the creation of ad hoc or spot zonings where they are divorced from broader strategic land use objectives. In such instances, spot zonings grant privileges to a single parcel which are not granted or extended to other parcels in the vicinity.

In this instance there are a number of circumstances that should be addressed in order to fully assess the merits of the application including the size of the property, the history of building and zoning requirements and potential future density.

When looking at the size of the subject property and potential for future land development with resulting number of overall dwellings, there are a number of potential scenarios that could occur. For example, under current zoning, the parcel could theoretically be subdivided into 7, 8.0+ ha parcels with each having the right to have one principal, two accessory dwellings and one secondary suite (or carriage house) which equates to a maximum *potential* build out total of 28 dwelling units overall.

Administration recognizes that three building permits have been issued in the past on the basis that the structures were cabins for a resort use and appears that, at the time, the use was interpreted as a permitted use. Consequently, it appears that the dwellings have not been used for a commercial resort, as defined, but as residential vacation homes for several families. The applicant confirmed this intent in the submission for the subject application. Irrespectively, the owners, may have understood at the time, that their intent to use dwellings could have constituted a 'resort' and that building up to seven dwellings would have seen as a permitted use.

The homes on the property are not being used as a resort but as residential homes, albeit for vacation and recreational purposes at the moment. Therefore, do not meet current zoning regulations.

If the proposed amendment is approved, it would decrease the development potential of the subject parcel by limiting the number of principal dwellings to seven (7). Seven principal dwellings may have been developed on the subject property plus numerous accessory dwellings if the 61 ha property were to be subdivided; however, the applicant has stated that there is no intention to subdivide but to have all seven family members build within one general area. Nonetheless, limiting the overall number of principal dwellings to seven for the entire parcel would not be seen as creating undesirable rural density.

In summary, Administration supports the proposed the site specific zone includes a maximum of seven principal dwellings, one additional secondary suite or carriage house, and limitations placed on subdivision potential.

Respectfully submitted:

E Riechert

E. Riechert, Planner

Endorsed by:

CG

C. Garrish, Planning Supervisor

Endorsed by:

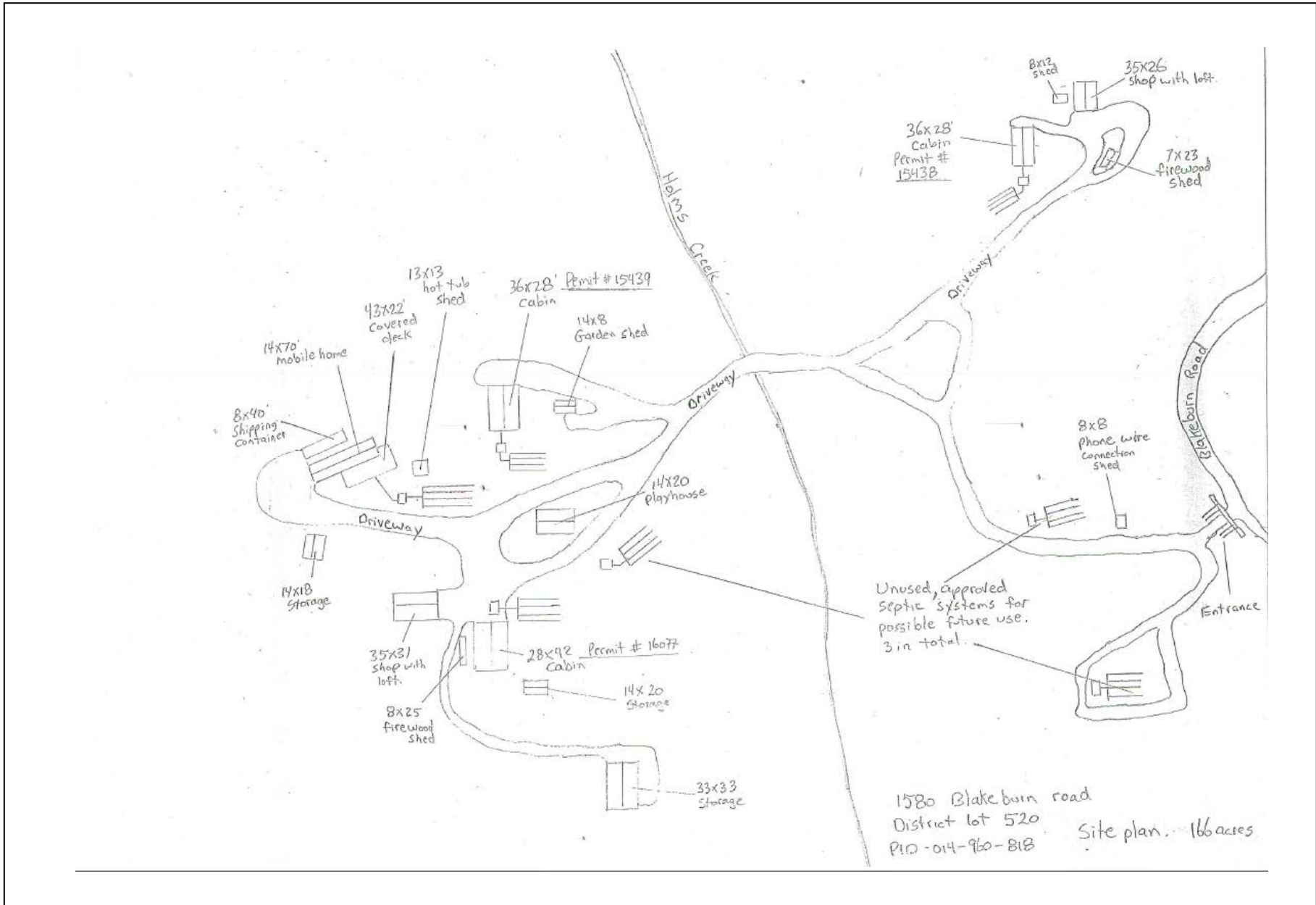
Donna Butler

D. Butler, Development Services Manager

Attachments: No. 1 – Applicant's Site Plan

No. 2 – Photographs of Existing Dwellings

Attachment No. 2 — Applicant's Site Plan



Attachment No. 2 – Photographs of Existing Dwellings



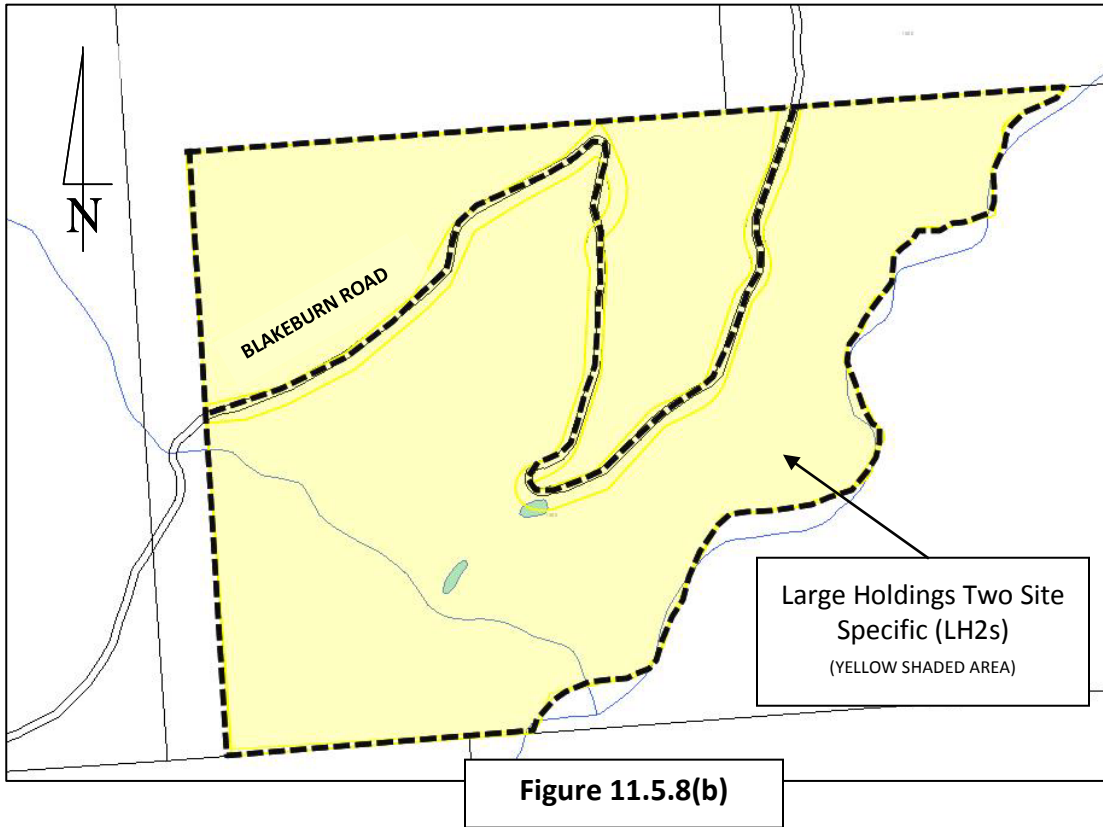
REGIONAL DISTRICT OF OKANAGAN-SIMILKAMEEN

BYLAW NO. 2498.09, 2015

A Bylaw to amend the Electoral Area 'H' Zoning Bylaw No. 2498, 2012

The REGIONAL BOARD of the Regional District of Okanagan-Similkameen in open meeting assembled, ENACTS as follows:

1. This Bylaw may be cited for all purposes as the "Electoral Area 'H' Zoning Amendment Bylaw No. 2498.09, 2015."
2. The Official Zoning Map, being Schedule 2 of the Electoral Area "H" Zoning Bylaw No. 2498, 2012, is amended by changing the land use designation of land described as District Lot 520, YDYD, Except Plan KAP80251, and shown shaded yellow on Schedule 'X', which forms part of this Bylaw, from Large Holdings Two (LH2) to Large Holdings Two Site Specific (LH2s).
3. The Electoral Area "H" Zoning Bylaw No. 2498, 2012, is amended by adding the following under 11.5.8 Site Specific Large Holdings Two (LH2s) Regulations:
 - b) In the case of the land described as District Lot 520, YDYD, Except Plan KAP80251, and shown shaded yellow on Figure 11.5.8(b):
 - i) despite Section 11.5.4, the following will apply:
 - a) the maximum number of principal dwellings permitted per parcel is seven (7);
 - b) the maximum number of secondary suites or carriage house permitted per parcel is one (1).
 - ii) despite Section 11.5.2, the minimum parcel size shall be 60.0 ha.



READ A FIRST AND SECOND TIME this __ day of ____, 2015.

PUBLIC HEARING held this __ day of ____, 2015.

READ A THIRD TIME this __ day of ____, 2015.

ADOPTED this __ day of ____, 2015.

Chair

Corporate Officer

Regional District of Okanagan-Similkameen

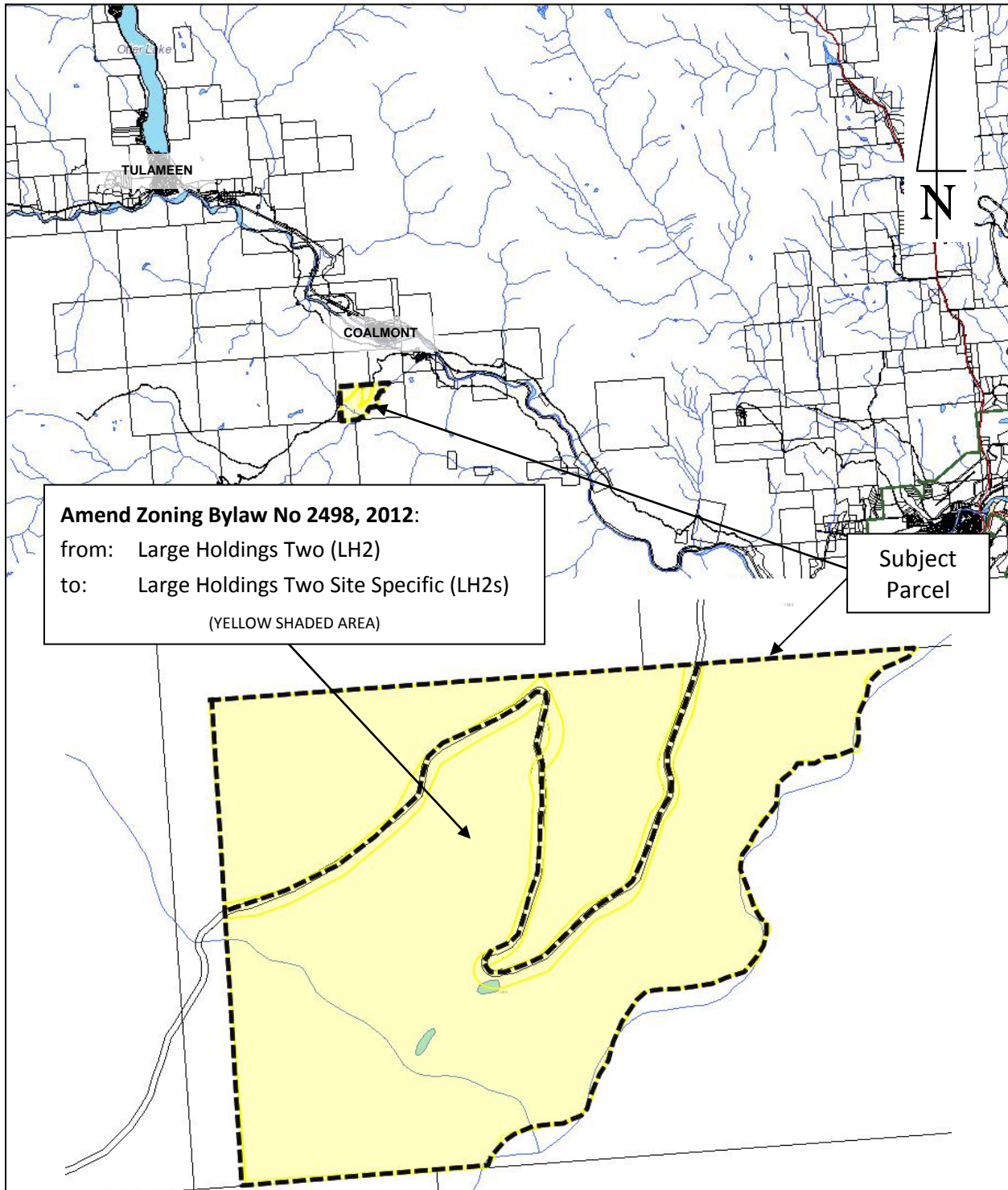
101 Martin St, Penticton, BC V2A 5J9
Tel: (250) 492-0237 Fax (250) 492-0063



Amendment Bylaw No. 2498.09, 2014

File No.: H2015.077-ZONE

Schedule 'X'



ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Okanagan Falls Development Cost Charge Bylaw Amendment

Administrative Recommendation:

THAT Bylaw No. 2486.02, "Okanagan Falls Sanitary Sewer Development Cost Charge Amendment" be read a First, Second and Third time.

Reference:

Okanagan Falls Sanitary Sewer Development Cost Charge Bylaw No. 2486, 2009
Development Cost Charge Guide for Elected Officials, published by the BC Ministry of Community Development

History:

The Okanagan Falls Sanitary Sewer Development Cost Charge Bylaw No. 2486, 2009 was adopted by the Board October 8th, 2009 and at that time the Okanagan Falls Wastewater Treatment Plant (WWTP) was in the construction phase of the overall project.

A Development Cost Charge (DCC) is money collected from a land developer to offset some of the infrastructure costs required to build capacity to service the needs of a new development. Imposed by bylaw and pursuant to the sections 932 through 937 of the *Local Government Act*, in this instance the DCC is intended to facilitate development by providing additional capacity at the WWTP.

The DCC bylaw was previously amended on June 18, 2015 to reflect a more accurate costing of the new Okanagan Falls Sanitary Treatment Plant.

Alternatives:

THAT Bylaw No. 2486.02, "Okanagan Falls Sanitary Sewer Development Cost Charge Amendment" not be read a First, Second and Third time.

Analysis:

The amendment being brought forward for the DCC bylaw has two purposes: textual house-keeping and additional land category. The text within the body of the bylaw required some additional definitions of land use and a more detailed definition of what type of development triggered the DCC bylaw.

The existing DCC bylaw considered seven categories of land use. Presently, There is proposed recreational vehicle park that is requesting entry into the Okanagan Falls Community Sanitary Service Area. This type of development was not anticipated within the DCC bylaw and posed a challenge to place within the categories of the DCC bylaw.

The new “recreational vehicle park” DCC costing is based on a 50 percent sanitary sewer usage rate of a single family dwelling. Other uses within a “recreational vehicle park” such as laundry and shower facilities, offices, caretaker dwelling and other amenities would be reviewed as separate land use types for any applicable DCCs.

The DCC bylaw will require further review in the future for the anticipation of sanitary connections to the Skaha Estates and Kaleden communities.

Respectfully submitted:

A handwritten signature in blue ink, appearing to read "Stephen Juch", written in a cursive style.

S. Juch, Subdivision Supervisor

**REGIONAL DISTRICT OKANAGAN-SIMILKAMEEN
BYLAW NO. 2486.02 2015**

**A bylaw to amend the Development Cost Charge for the
Okanagan Falls Sanitary Sewer Service Area**

WHEREAS the Board has adopted a Development Cost Charges Bylaw under s. 933 of the Local Government Act;

AND WHEREAS development cost charges may be imposed for the purposes of providing funds to assist the Regional District of Okanagan-Similkameen to pay the capital costs of providing, constructing, altering or expanding sewer facilities to service, directly or indirectly, the development for which the charge is being imposed; and

AND WHEREAS the Board may adopt a bylaw under s. 933 of the Local Government Act, to amend the current Development Cost Charges Bylaw;

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

CITATION

1. This bylaw may be cited for all purposes as the “Okanagan Falls Sanitary Sewer Development Cost Charge Amendment Bylaw No. 2486.02 2015”.

AMENDMENT OF SERVICE

2. “Okanagan Falls Sanitary Sewer Development Cost Charge Bylaw No. 2486, 2009” is amended by:
 - (a) Under Section 2.2: deleting, **““Duplex””**; and
adding **““Duplex Dwelling””**.
 - (b) Under Section 2.2: adding, **““Recreational Vehicle Park”** means any lot or parcel operated and maintained for the sole purpose of providing two or more recreational vehicle and park model sites or lots, connected to services, for the exclusive use and occupancy, for a maximum of six months of the year only, of persons who are the owners or lessees of the sites or lots; may include bare land strata lots, but does

not include a mobile home park, motel, campground or camp licensed under the relevant Provincial regulations.”.

- (c) Under Section 2.2: deleting, **““Single Detached Dwelling”** means a detached building used for residential use and consisting of one *dwelling unit.*”; and
 adding, **““Single Detached Dwelling”** means a detached building used for residential use and consisting of one *dwelling unit.*”

- (d) Under Section 3.1: deleting entire section; and
 adding
 “Those Development Cost Charges set out in Schedule “A” attached hereto and forming part of this bylaw, are hereby imposed on every person who obtains:

- (a) approval of a subdivision; or,
- (b) a building permit authorizing construction, alteration or extension of a building on a residential or agricultural parcel of land that will result in the creation of any additional dwelling unit(s) on that parcel; or
- (c) a building permit authorizing construction, alteration or extension of a building on a commercial, industrial or institutional parcel of land that will result in the creation of any dwelling unit(s) on that parcel; or
- (d) a building permit authorizing the construction, alteration or extension on a parcel of land of any non-residential (commercial, industrial or institutional) building

within the Okanagan Falls Sanitary Sewer Service Area, established by “Okanagan Falls Specified Area Sanitary Sewer Establishment Bylaw No. 1239, 1991”, as amended from time to time.”

- (f) Under Schedule ‘A’: adding,

Recreational Vehicle Park	\$2,450.00	Per site or lot	Subdivision approval or if subdivision is not required, then at building permit or permit under Bylaw No.713 issue.
------------------------------	------------	--------------------	---

READ A FIRST, SECOND AND THIRD TIME this ___ day of _____, 2015.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this ___ day of _____,
2015.

ADOPTED this ___ day of _____, 2015.

RDOS Board Chair

Corporate Officer

FILED WITH THE INSPECTOR OF MUNICIPALITIES this ___ day of _____, 2015.

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: Okanagan Falls Parks & Recreation Commission Appointment

Administrative Recommendation:

THAT the Board of Directors appoint Julie Feller as members of the Okanagan Falls Parks & Recreation Commission until December 31, 2016.

Analysis:

It is the recommendation of the Okanagan Falls Parks & Recreation Commission to appoint Julie Feller as a member of the Commission.

Reference:

Bylaw 2253, 2004 Okanagan Falls Parks & Recreation Commission Establishment Bylaw.

Respectfully submitted:

J. Shuttleworth, Park/Facilities Coordinator

ADMINISTRATIVE REPORT



TO: Board of Directors
FROM: B. Newell, Chief Administrative Officer
DATE: October 15, 2015
RE: 2016 Age-friendly Community Planning and Project Grants Program

Administrative Recommendation:

THAT the Board of Directors support the application to UBCM for the 2016 Age-friendly Community Planning Project Grant.

Reference:

2014 Okanagan Falls Age-friendly Plan and Report

Business Plan Objective:

Key Success driver 2 – Optimize the customer experience – fostering dynamic and effective community relations.

Key Success driver 3 – To build a sustainable community – developing an environmentally sustainable community.

History:

The Union of British Columbia Municipalities (UBCM), in co-operation with the Province of British Columbia, has opened a grant program under the 'Seniors Housing and Support Initiative' to assist local governments in planning for an aging population.

Okanagan Falls was awarded the \$20,000 grant in 2014 to complete an Age-friendly assessment and again in 2015 for the implementation of programs, creation of partnerships and resource development. Okanagan Falls is committed to addressing the recommendations from the Age-friendly assessment.

Alternatives:

Not approve the recommendation

Analysis:

The community of Okanagan Falls, supported by the community has requested the Board's support to submit an application to undertake phase three of this initiative. Okanagan Falls was successful in two rounds of funding under the same program and wishes to continue with this well received community project.

The grant maximum is \$20,000 per application and 25 grants will be awarded throughout the Province. Only one application per local government. There is no requirement for matching funding. The application window closes October 30th.

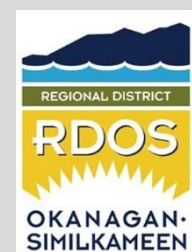
Respectfully submitted:

Mark Woods

M. Woods, Manager of Community Services



2014 OKANAGAN FALLS AGE FRIENDLY PLAN AND REPORT



OCTOBER 2014

PREPARED BY: JESSICA E. BLEWETT

WESTERN CANADA ACCESSIBILITY AND ENABLEMENT CONSULTING



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We would like to thank all of the community members, clubs, organizations, businesses and services who participated in the Age Friendly Assessment process, especially all of the community members who took the time to fill out Age Friendly Surveys and participate in interviews and the open house. We would also like to extend our sincerest gratitude to the Okanagan Falls Seniors Centre, the Royal Canadian Legion Branch 227 Ladies Auxiliary, Pharmasave Okanagan Falls, and the Okanagan Falls IGA for providing us with the opportunity to hold on-location survey information sessions. We would also like to thank the following businesses and services for providing survey drop off locations: Interior Savings Credit Union – Okanagan Falls Branch, Okanagan Falls IGA, Okanagan Falls Parks and Recreation Office, Okanagan Falls Seniors Centre, Pharmasave Okanagan Falls, Natural Family Health Clinic and Chelation Centre – Okanagan Falls, and the Okanagan Regional Library – Okanagan Falls Branch. Finally, we would like to say thank you to each member of the Age Friendly Steering Committee for their guidance in the process and for providing valuable input and insights: Vi Creasey, Thelma Detjen, Ed and Mary Findlater, Sam Hancheroff, Lorraine Harrison, Merle Laidlaw, Betty and Wayne Lynch, Lana and Stan Maber, Ed Magee, Denise Melenka, Sharon Proctor, Audrey Steeves, Dave and Dianne Stewart, Lynne Tsumuraya, Eleanor Walker, and Marla Wilson.

EXECUTIVE SUMMARY

INTRODUCTION

In April 2014, Okanagan Falls initiated an Age Friendly Planning Process to examine the community's Age Friendly needs, challenges and supports. The process involved the following four methods:

1. An environmental scan of background and census information;
2. An Age Friendly Survey of 228 people in 126 households to gain an understanding of older adults' perceptions, needs and challenges;
3. A series of in-depth interviews with 18 key stakeholders on their vision for moving forward and the community's assets, and issues;
4. An open house to review the key findings and to rate the importance of the potential actions.

This report contains the information derived from this process and the resulting 48 recommendations intended to guide the age friendly development of Okanagan Falls over the coming decade. The entire process was guided by the Age Friendly Steering Committee and the project was funded by an Age Friendly Planning Grant. These grants emerged from the *Seniors Housing and Support Initiative* which was created in 2004 to assist local governments with preparing for population aging in BC communities.

BACKGROUND INFORMATION ON OKANAGAN-SIMILKAMEEN AREA D: SOCIODEMOGRAPHICS

Okanagan Falls is the main and largest community in Okanagan-Similkameen Area D. This area experienced significant population aging between 2001 and 2011 in both the number of seniors and in the number of *near seniors* (people who will be 65 in 10 to 15 years). Right now the current percentage of seniors and near seniors living in the Okanagan Falls area make up more than half the total population (56 percent), and the current trend of aging present in this region shows little signs of stopping in the near future. The number of people widowed and the number of people 65 years and older who are living alone in area also increased over the same 10 year period, albeit only slightly. The needs of those older adults who are living alone, without family or friends to take care of them, may be greater than those who have a network of support. For those older adults who do have people to take care of them, there has been a slight shift in that care as well. Between 2001 and 2006 (there is no data for 2011), the number of people in

Area D providing 9 or less hours of unpaid care to seniors each week decreased by 95 people; but, the number of people providing 10 or more hours of unpaid care or assistance to seniors, particularly those providing between 10 and 19 hours, increased by 25 during this period. Although there is an overall decrease in care, this may point to a care shift of people moving from the low care to high care categories.

Housing statistics were also looked at to get an idea of the stock of Age Friendly housing. According to Statistics Canada, in 2011 there were 50 residences in Okanagan-Similkameen Area D with 0-1 bedrooms, 745 with 2 bedrooms, 940 with 3 bedrooms, and 690 residences with 4 or more bedrooms (Statistics Canada 2011), and the most common type of dwellings were single-detached houses at 2125 and movable dwellings at 135. The greatest number of these residences were constructed between 1991 and 2000, although 160 new dwellings were constructed between 2006 and 2011.

FINDINGS: BACKGROUND INFORMATION

The following sections look at a summary of the results from the Age Friendly Survey, the Interviews, and the Open House. The survey yielded a good sample of older adults in the Okanagan Falls area; results were received from 228 people in 126 households which represents 10 percent of Okanagan-Similkameen Area D2's total population and 40 percent of the area's seniors. The majority of respondents are people over the age of 65 and the average age is 69. 54 percent of survey respondents are female and 46 are male, and the largest group of survey respondents have lived in Okanagan Falls between 10 and 14 years. The majority of respondents are married, followed by widowed, and most of these respondents are retired. The highest proportion of respondents have a before tax income of \$57,000 per year or more, followed by \$17,000 to \$26,999.

OUTDOOR SPACES, PUBLIC BUILDINGS AND SAFETY FINDINGS

Older adults face some challenges when traveling around Okanagan Falls in both the summer and the winter, and most of these challenges concern accessing locations in and around Highway 97. Most survey respondents did not feel that walking areas or roadways were well maintained and cited a lack of safe areas to cross highway 97, snow or ice in walking areas during the winter, and a lack of controlled intersections as the biggest detriments to safely traversing the community. Respondents also discussed the barriers that impeded their ability to access businesses or services in Okanagan Falls, citing washrooms and the exterior areas leading up to the business or service (e.g. uneven

walking surfaces, a lack of accessible parking spaces) as the biggest issues. In contrast, participants described the community's many Age Friendly assets, including: the lakefront areas known as Lions Park, Kenyon Park, and Christie Memorial Park. These areas have connected paved trails that are well lit with ample seating and picnic areas, and accessible washrooms that are open to the public during the warmer months of the year. The last part of this section answered the question *What is the most important improvement to buildings and outdoor areas needed in order to enhance Okanagan Falls for older adults?* 1 in 6 answers concerned developing additional crosswalks or enhancing current crosswalks. Areas of concern were Highway 97 and Cedar St., and Highway 97 and 10th Ave. Other improvements desired included: the construction of sidewalks along key walking areas that have connected parking areas, improvements to community esthetics, and the increasing of accessible parking spaces.

SHORT-TERM* (1-5 YEARS) RECOMMENDATIONS

- ❖ Lobby the Ministry of Transportation to provide additional safe crossing areas across the Highway 97, including near Ash St and 12th Ave. Future crosswalks should include standing and ground signage and flashing lights (either on a crosswalk sign or on a solar powered speed sign).

MEDIUM-TERM (5-10 YEARS) RECOMMENDATIONS

- ❖ Develop an age friendly community pathway that provides older individuals with barrier free access to key senior hubs in Okanagan Falls. This pathway should connect with pre-existing pathway infrastructure. The pathway should have two lanes and should be wide enough for two scooters to pass side by side (2.2 m wide). The pathway should be accessible to people using all different types of mobility devices, and people walking or using bicycles. The pathway should be well signed with standing and ground signage. The pathway should have well painted centre and side lines in either bright yellow or white to assist people with visual impairments.
- ❖ Develop a bench dedication program to increase the presence of age friendly benches along 1 km or longer stretches of road, sidewalk or pathways that are between key community hubs.

* Please note: Timeframes were determined based on a combination of the urgency of the item, the level of implementation difficulty and the open house rating number. Some of the long-term items may depend on whether or not Okanagan Falls develops its own governing body in the future or on the timeframe of review/amendment of current regional government documents such as the Official Community Plan.

LONG-TERM (OVER 10 YEARS) RECOMMENDATIONS

- ❖ Develop an accessible washroom rectification initiative to ensure there is at least one wheelchair accessible washroom at every accessible recreation site or every 5 km on each accessible pathway.
- ❖ Lobby the Ministry of Transportation to develop a separated walking path on one side of McLean Creek Rd. from Peach Cliff Estates to Highway 97. This pathway should connect with the proposed Age Friendly Pathway.
- ❖ Develop a downtown revitalization subcommittee of the age friendly committee to focus on downtown esthetic improvements that would address the age friendly challenges in this category. Some of the committee responsibilities could include organizing graffiti removal, clean-up days and beautification initiatives. This committee should work with Okanagan Falls Economic Development Office.
- ❖ Provide local businesses and services with grant writing assistance to obtain automatic doors or entrance way accessibility upgrades.

TRANSPORTATION AND MOBILITY FINDINGS

Currently Okanagan Falls has regional bus service 2 times a day on weekdays to Penticton and Osoyoos. However, in each direction the bus only makes one stop in Okanagan Falls and no other form of local transit exists. Okanagan Falls also lacks a senior's bus, a ride-share program and a taxi service. However, many older adults feel that Okanagan Falls is an easy community to get around due to its small size and flat commercial areas. The larger issue at hand is that community members often need to travel to Penticton and without a driver's licence and car it is challenging to get around in this region. In order to gain a fuller understanding of these transportation and mobility challenges survey respondents were asked *What type of transportation services are important for improving transportation in Okanagan Falls?* The greatest number of people claimed that regular local public transit and transportation for regional medical appointments were the most important services needed in Okanagan Falls. The survey also found that over the next 10 years the percent of people who believe they will travel around Okanagan Falls by driving and walking will decrease minimally and the number of people who believe they will use other transportation devices, namely mobility scooters, and/or will catch rides with friends and family, increases over the 10 year period.

SHORT-TERM (1-5 YEARS) RECOMMENDATIONS

- ❖ Ensure that future public transit goes to key community and senior hubs in Okanagan Falls and goes to Penticton 5 times a day.
- ❖ Provide information to older adults on how to obtain discounted transit passes for the new transportation system.
- ❖ Once the new transit system is developed, create an age friendly transit try-out program to help older adults become comfortable with the new system. The program should involve two types of trips: a trip with an off-duty bus to get people comfortable getting on and off the bus (especially people with mobility issues) and identifying stops, and a trip using the bus schedule to go to Penticton run errands and come back through the different areas in Okanagan Falls. The trips should be well organized and advertised in advance to ensure high rates of participation.

MEDIUM-TERM (5-10 YEARS) RECOMMENDATIONS

- ❖ Encourage nearby distributors of mobility devices to come to Okanagan Falls (once a year or as needed) to teach people how to use a variety of mobility devices, especially mobility scooters, and allow people to try them out.
- ❖ Explore funding options to develop a weekly subsidized transportation trip for older adults to the Penticton Community Centre Swimming Pool. The trips would require a volunteer driver and vehicles, as well as funding for fuel, specialized insurance, and community centre fees. Spots in the vehicle should be booked in advance and if successful a local non-profit society should explore funding options to purchase a large wheelchair accessible shuttle van that could be used for this and other trips. The pool trips should be coordinated to coincide with aquafit for those who would like to participate, but participation should be optional. Ways to subsidize swim passes for low income individuals should be explored.
- ❖ Develop an agreement with a Penticton taxi company to provide service in Okanagan Falls on certain days of the week and at specific hours. The days and hours should be the same each week and should be well advertised to ensure that older adults could plan their trips for these times. Working with a local volunteer to pre-book Okanagan Falls trips may assist with getting the taxi to serve Okanagan Falls without additional charges.

LONG-TERM (OVER 10 YEARS) RECOMMENDATIONS

- ❖ Explore funding options to purchase a large wheelchair accessible shuttle van to be used for age friendly trips in Okanagan Falls and the surrounding region. Consider developing a community fund that would be used to help supplement the costs of purchase, maintenance, and insurance.

- ❖ Develop a transit add-on service that involves door to door handyart transportation a few hours a day in Okanagan Falls for people with substantial mobility challenges.

HOUSING FINDINGS

Currently 11 households need seniors housing, with *Seniors Subsidized Independent Living Units* being the most commonly desired type of housing, followed closely by *Seniors Market Independent Living Units*, and *Seniors Subsidized Supportive Units*. In 5 years 36 people believe they will need seniors housing, particularly *Seniors Subsidized Independent Living Units* and *Seniors Market Independent Living Units*. In 10 years 52 people expect to need seniors housing with the most desired types of seniors housing being *Seniors Subsidized Independent Living Units*, *Seniors Market Independent Living Units* and *Seniors Subsidized Supportive Units*. The creation of seniors housing was the most highly rated recommendation from the Age Friendly Open House; housing will need to be created for seniors. The findings suggests that due to the presence of existing independent living options and the shift in households housing needs, from single detached dwellings to more compact and easy to maintain dwellings, it would be appropriate to develop a supportive housing complex of either level entry townhouses or accessibly designed apartments. There should be options for both 1 and 2 bedroom units, for a low monthly rental price of approximately \$960. This housing should have some pet-friendly units, and should provide scooter parking and covered vehicle parking areas to meet respondent's future transportation needs. The complex should be built in a way that is both expandable and integrated into the senior-hubs (e.g. Legion and Seniors Centre) of the community. Although addressing the housing needs of Okanagan Falls seniors is a complicated and long term task, working towards the scenario outlined above would be a good starting point and would enable many older adults, who have invested many years into Okanagan Falls, to stay in their community as they grow older.

SHORT-TERM (1-5 YEARS) RECOMMENDATIONS

- ❖ Develop a strategy to construct a seniors mixed-care housing facility in Okanagan Falls. The facility should have available independent, supportive and assisted living units and should have options for subsidized and pet-friendly units. This should be a joint venture involving partners from government and private sectors.

MEDIUM-TERM (5-10 YEARS) RECOMMENDATIONS

- ❖ Explore the need to create additional seniors housing accommodations.

RECREATION, SPORTS, ARTS, CULTURE AND EDUCATION FINDINGS

The Age Friendly Assessment found that there are several recreation, sports, arts and culture activities in Okanagan Falls for older adults to participate in, but those activities do not always meet the diversity of ages, abilities and interests in the population. 45 percent of respondents feel that there are a wide variety of social and cultural activities and events for older adults to choose from in Okanagan Falls, 33 are unsure, and 22 percent did not believe there was a variety available. Activities of importance include: live music nights/afternoons, games events, coffee or tea socials, and art classes. A lack of both education options and information about them were identified in the Age Friendly Survey. In order to improve education for older adults, respondents would like to see internet search courses, basic computer training, and healthy living seminars provided. Only 23 percent of respondents feel that there is a diversity of sports and recreation activities available in Okanagan Falls, 21 percent feel there is not, and 56 percent of respondents are unsure of what is available. Top choices in this category include: a 65+ outdoor walking program, a 65+ indoor walking program, gentle yoga classes, 65+ Pilates and fitness classes, and a 65+ drop in cardio equipment program. The majority of these individuals, however, were satisfied with current outdoor parks and recreation areas. When asked about satisfaction with recreation, sports, arts and culture facilities most households were unsure and only a small percent claimed to be unhappy with them. In the future most households would like to see events and activities held at either the Seniors Centre or the Community Centre.

SHORT-TERM (1-5 YEARS) RECOMMENDATIONS

- ❖ When participants are registering for recreation classes, include a box where they can list another time that works best for them for that class or where they can indicate if the time given works best for them. Parks and Recreation should keep records on these times and use them to inform the structuring of future classes.
- ❖ Develop a monthly age friendly evening event that would include dinners, dancing, live music, and movies. In the summer, some of these events could be adapted to function in an outdoor venue such as the park. Work on developing a permanent indoor venue where most events could be hosted that doesn't require membership fees for use.

- ❖ Develop an age friendly community garden, coupled with a strategy to improve older adult's access to healthy affordable food.
- ❖ Ensure that all programs and classes for older adults include an option to pay a drop-in fee for those who cannot commit to attending every class.

MEDIUM-TERM (5-10 YEARS) RECOMMENDATIONS

- ❖ Develop or reformat an Age Friendly Exercise class that would run twice a week that would guide older adults through different sets of low impact balance and strengthening exercises. The class should provide participants with two levels of difficulty and this feature should be well advertised in the class description.
- ❖ Develop an age friendly walking and rolling club that would involve participation in journeys through different areas of the community once a week. In the winter and on poor weather days an indoor location for walking (e.g. the community centre gym and school hallways) should be obtained. The journeys would be in areas accessible to all community members and should end with tea at Dogtown or another local venue. The journeys should cater to people with a variety of mobility challenges (e.g. scooters users, people with visual impairments, people using walkers, etc.) and function to increase comfort with pedestrian travel through Okanagan Falls. The walking club could include distance competitions (based on attendance) and annual awards and prizes to encourage participation. Volunteer transportation to the walking club will be an important aspect of this activity.
- ❖ Develop a long term strategy to increase the recreation options offered to older adults. This strategy should be developed in partnership with Parks and Recreation, the Seniors Association, the Legion and the Ladies Auxiliary. It should involve bi-annual discussions and votes about the potential recreation options to bring forward.

LONG-TERM (OVER 10 YEARS) RECOMMENDATIONS

- ❖ Explore funding options to install age friendly outdoor exercise equipment at one of the parks in the community.

COMMUNITY ENGAGEMENT AND EMPLOYMENT FINDINGS

In Okanagan Falls, many older adults feel a sense of community and connection to the area and a wide variety of volunteer opportunities for older adults were identified in the community. However, the majority of respondents claim that they do not attend many programs, activities or events in Okanagan Falls because of: a lack of interest, a lack of

information, and the time the activity is scheduled. Respondents claimed they would be more inclined to participate: if they learned something at the event, and if it was offered for free. The majority of Age Friendly Survey respondents also do not believe there are enough employment opportunities for older adults in Okanagan Falls. It was also found that most respondents are unsure about what opportunities are available to provide input on local government matters. Overall, although many people feel connected to Okanagan Falls, the area faces some challenges in engaging older adults in various aspects of community life. Challenges to address in the future include: developing diverse engagement strategies, raising awareness about and enhancing senior employment opportunities, addressing volunteer burnout, and ensuring the opportunities available meet the needs and interests of a range of older adults. However, as viewed throughout this report, determining how to enhance community communication and information is a key issue that impacts each Age Friendly section, especially community engagement, and needs to be addressed as Okanagan Falls moves forward.

SHORT-TERM (1-5 YEARS) RECOMMENDATIONS

- ❖ Explore funding options to hire a full-time age friendly advocate to assist with age friendly community engagement and age friendly plan implementation. This person should be a local older adult.
- ❖ Develop consistent daily drop-in hours (e.g. 10am – 4pm, Monday to Friday) at the seniors centre or community centre to provide older adults (who are experiencing some isolation) with a place to visit and have a cup of tea or coffee. The drop-in hours should be facilitated by a different volunteer each day who would ensure that the doors were open and people were welcomed. If an age friendly advocate or coordinator is hired, they could run some of the drop-in hours.

MEDIUM-TERM (5-10 YEARS) RECOMMENDATIONS

- ❖ Talk to local groups about their desire to attend a *Volunteer Workshop* in Okanagan Falls each year, to assist local groups with developing approaches to: recruiting and retaining new volunteers, creating succession strategies, restructuring executive positions, delegating tasks, constructing objectives and goals, and successfully mediating meetings and challenging situations. The workshop should be open to all community members but should be strongly encouraged for those in executive positions in local organizations.
- ❖ Include information on older adults' employment opportunities in the information hub (in the following section).

LONG-TERM (OVER 10 YEARS) RECOMMENDATIONS

- ❖ Develop an age friendly winter festival or celebration that different community members and organizations could partner to put on. The festival should have 2 main purposes: to bring community members together to work on a worthwhile cause in order to combat some of the interpersonal conflicts currently present, and to combat the isolation that the winter months brings for older adults with mobility challenges. Transportation to events will need to be a key consideration in the planning stages of this event.
- ❖ Consider the creation of an intergenerational knowledge transfer program that would engage people of all ages (with a focus on seniors and youth) in knowledge exchange activities. The program would consist of both units (weeks on one topic) and workshops (single day topics). Potential topics could include: local history, farming and agriculture, computers and tablet use, internet searches, online music searches, gardening and food preservation.

COMMUNICATION AND INFORMATION FINDINGS

Community members feel that one of the major communication benefits to the Okanagan Falls region is that it is small and tight knit, making word of mouth a successful strategy; however, this is not a strategy that works well for everyone. Several communication and information challenges were identified in Okanagan Falls, including: challenges with getting information to older adults on the many new choices and challenges they face as they enter their older years (e.g. how to obtain help around the house, determining how to make a will, etc.); the challenge of providing consistent information to a diverse group of individuals, who have different levels of ability; the lack of communication and information exchange between the different groups and clubs in the community; and the challenges of providing older adults with good access to health information in an age friendly format. The Age Friendly Survey also identified 6 questions where the greatest proportion of respondents were unsure of what was available, including: opportunities for input in local government matters; volunteer opportunities for older adults; employment opportunities for older adults; recreation, sports, arts, and culture facilities; educational opportunities, and the sports and recreation opportunities available. In order to address information challenges, respondents were asked about their preferred means of receiving information, and the newspaper, followed by flyers and email were the top choices. Lack of information and communication challenges is a theme that emerged throughout the Age Friendly Assessment. As Okanagan Falls moves

forward, there will need to be close attention paid to seniors needs when trying to release materials to the public.

SHORT-TERM (1-5 YEARS) RECOMMENDATIONS

- ❖ Develop a comprehensive age friendly communications strategy and partnership. This would involve getting all age friendly relevant community organizations together to poll their information into one central source – an information-hub. This information should then be distributed to local seniors in multiple recognizable formats. This may also require the development of a phone-in committee to update isolated individuals on the age friendly events occurring in Okanagan Falls. The strategy should involve various methods of enhancing awareness about the availability of information. Information on the available volunteer opportunities in Okanagan Falls should be organized and posted alongside the information listed above.
- ❖ Develop a monthly age friendly newsletter section in the newspaper that could act to inform local older adults on what is available to them.
- ❖ Develop an age friendly online and print directory that older adults can use to find answers to their general questions, from ‘how do I receive a handicapped parking pass?’ to ‘what kinds of exercise classes could I take in Okanagan Falls?’
- ❖ Release an age friendly recreation guide for each season in Okanagan Falls. The guide should include all the recreation opportunities from around Okanagan Falls from Cross Country Skiing to Yoga at the Zen Centre. The guide should be in large font and should be mailed to community members and available for free at key community locations (e.g. grocery store, pharmacy, and bank). It may be coupled with a recreation guide for all ages, but should have a specific section for older adults.

RESPECT AND SOCIAL INCLUSION FINDINGS

The majority of Age Friendly Survey respondents feel that older adults in Okanagan Falls are treated with respect and only a small percent of respondents feel that social exclusion is an issue for older adults in the community. Furthermore, older adults in Okanagan Falls have several venues for socialization in the community. Many older adults belong to different local organizations and clubs, and the Seniors Centre and Legion provide many socialization opportunities for older adults, such as pancake breakfasts, coffee and music, and potlucks. The majority of respondents also have good social support networks in Okanagan Falls, despite the fact that only a small percent of

respondents have family in the community. However, despite the opportunities described above, there are still a portion of individuals in the community who are experiencing some social exclusion, especially those residents who do not belong to local groups or organizations, some newcomers, and older adults with low mobility who are living in periphery areas of the community. To combat this issue it is important to attempt to make all community events and activities, not just *available*, but *welcoming* to older adults of a range of abilities and ages.

MEDIUM-TERM (5-10 YEARS) RECOMMENDATIONS

- ❖ Develop an isolation management strategy to work towards minimizing isolation. This should involve a buddy system where people team up to contact each other every day at a predetermined time to ensure they are okay. It would also involve having weekly transportation assistance to an age friendly event such as coffee, a luncheon or light exercise class. The strategy should also involve a welcome wagon to ensure that newcomers do not end up isolated.
- ❖ Develop an age friendly visiting program where people can sign up to either be visited or go visit someone. The intention of the program is to provide people who are experiencing isolation with someone to talk to. The program should be coordinated by a volunteer and run out of a local non-profit society. If Okanagan Falls succeeds with obtaining an age friendly advocate, this individual could organize this group.

LONG-TERM (OVER 10 YEARS) RECOMMENDATIONS

- ❖ Develop a widows and widowers community support group, offered through the community centre.

COMMUNITY AND HEALTH SERVICES

In Okanagan Falls, there is a strong sentiment amongst residents that the community has most of the basic services needed for healthy living – physicians, a pharmacy, a grocery store, places of worship, and a café and restaurants where older adults can congregate and socialize. However, some community members explained that the cost of goods and services in Okanagan Falls can pose a challenge. To meet their extended needs a large portion of mobile residents travel to Penticton (20 km north). Although most residents feel that Okanagan Falls’ proximity to Penticton is a major asset because many services are nearby, some older adults, especially those who lack transportation, are uncomfortable with highway driving or cannot afford to travel frequently to Penticton,

experience challenges accessing those services unavailable in the community. Furthermore, some community members are unhappy with health services available in the community, citing challenges accessing local physicians, and the lack of laboratory and x-ray services as the top issues. When asked what was needed to improve health care in Okanagan Falls for older adults, the top responses were home care, visiting services for isolated seniors, nursing care and respite care. When asked a similar question about what was needed to improve community services for older adults, top responses included: home repair/maintenance, winter yard work, summer yard work and home cleaning services. However, many of the above responses reflect the perceived future needs of this population, since at this time the majority of older adults in Okanagan Falls feel that their health is good and only 20 percent of respondents use mobility devices at this time. As time goes on and the percentages of healthy and mobile individuals shift and the population continues to age, it is likely that concerns with access to health and community services like laboratory testing, x-ray, home care and home repair will become even more pertinent, and meeting the health and service needs of residents will need to become a community priority.

SHORT-TERM (1-5 YEARS) RECOMMENDATIONS

- ❖ Develop a series of activities that will improve access to healthy food for those older adults with food security issues. Activities should include classes in the community kitchen (including preparing freezer meals to take home), luncheons, and vegetable gardening.
- ❖ Lobby Interior Health Authority to fund a nurse to work in Okanagan Falls one day a week doing blood testing and other lab related work. Part of this initiative should involve finding a space to house the nurse and developing an agreement to provide the space at a reduced rate.

MEDIUM-TERM (5-10 YEARS) RECOMMENDATIONS

- ❖ Develop a monthly age friendly workshop that focuses on the topics of healthy aging. This could be accomplished by finding a grant to hire a coordinator that would line up workshop facilitators or speakers on a variety of topics.
- ❖ Develop an Age Friendly Assistance Organization that would include a list of people willing to help out seniors in need with a variety of tasks who cannot afford to obtain hired help. The organization would assist with tasks like driveway shoveling, lawn moving, and providing emergency transportation. The organization will need to develop a registry of people in need and volunteers.

- ❖ Explore options to extend the *Better at Home* program to Okanagan Falls. This will involve finding a core group of volunteers to assist with the program in Okanagan Falls. This could be coupled with the Age Friendly Assistance Organization.

LONG-TERM (OVER 10 YEARS) RECOMMENDATIONS

- ❖ Encourage local businesses to develop age friendly shopping incentives, including seniors discounts and seniors shopping days. The incentives should be well-advertised in a variety of formats (e.g. online, posters, newspapers, etc.).

OFFICIAL COMMUNITY PLAN POLICIES AND OBJECTIVES

LONG-TERM (OVER 10 YEARS) RECOMMENDATIONS

- ❖ Develop a goal in the Broad Goals section of the East Skaha Vaseux Official Community Plan (page 26) that states *to ensure that older adults are targeted and engaged in all future planning and community development activities.*
- ❖ Develop a policy in the General Residential section of the East Skaha Vaseux Official Community Plan (page 44) that states that *the Regional Board encourages the development of future housing units that are designed to an age friendly standard (e.g. affordable, single level, no-step entrance, with wider hallways, and an accessible washroom) so that people of all ages will be able to remain in their homes regardless of changes to their personal mobility.*
- ❖ Develop a policy in the General Residential section of the East Skaha Vaseux Official Community Plan (page 44) that states that *the Regional Board encourages the development of seniors housing close to amenities and services in Okanagan Falls, especially to those amenities specifically for older adults (e.g. the Seniors Centre).*
- ❖ Develop a policy in the Okanagan Falls - Commercial section of the East Skaha Vaseux Official Community Plan (page 51) that states that *the Regional Board supports universal accessibility requirements for future commercial development and renovations to outdoor spaces and buildings in Okanagan Falls.*
- ❖ Develop a policy in the Social Well-being section of the East Skaha Vaseux Official Community Plan (page 55) that states that *the Regional Board encourages the implementation of the Okanagan Falls Age Friendly Plan.*
- ❖ Develop a policy in the Social Well-being section of the East Skaha Vaseux Official Community Plan (page 55) that states that *the Regional Board will focus on improving the diversity of arts and culture opportunities available to seniors and older adults as they represent that largest age cohort in the community.*

- ❖ Develop an objective in the Parks and Recreation section of the East Skaha Vaseux Official Community Plan (page 57) that says *To recognize the needs of local seniors and older adults in the future development and maintenance of trails, parks and recreation areas and programs.*
- ❖ Develop a policy in the Parks and Recreation - General Recreation section of the East Skaha Vaseux Official Community Plan (page 60) that states that *the Regional Board strives to ensure that there are sports and recreation opportunities available in Okanagan Falls that meet the diverse needs and interests of a wide range of older adults.*
- ❖ Develop an objective in the Transportation section of the East Skaha Vaseux Official Community Plan (page 71) that states *To provide safe and accessible transportation and pedestrian mobility for older adults of a range of ages and abilities.*
- ❖ Develop a policy in the Transportation section of the East Skaha Vaseux Official Community Plan (page 72) that states that *the Regional Board encourages the development and maintenance of an Age Friendly Community Pathway in Okanagan Falls.*

ABOUT THIS REPORT

This report contains three key types of materials: background information, findings, and actions. Both the background information and the findings are the basis on which the actions were created. The background section explains the current characteristics of the community and area (e.g. demographic statistics). The findings section describes the key pieces of information that were uncovered during the Age Friendly Assessment and outlines the community's age friendly assets and issues. The final section describes the actions needed in order to achieve the community's age friendly vision, build on its assets, and address its issues. These three types of materials are included to ensure that future planning, decisions and development are rooted in the facts and evidence on community needs and desires. There are a significant number of recommendations given in the plan section near the end of this report. Every recommendation cannot be implemented at this time; however, having a comprehensive plan for moving forward ensures that when opportunities for development, expansion or change occur that Okanagan Falls is prepared to move forward and progress down the Age Friendly road.

There are three appendices included at the end of this report: an implementation table, a table of resources, and a table of potential funding sources. The implementation table is intended to be used as a tool to direct the implementation process. It outlines who is responsible for each recommendation, and the specific characteristics of each recommendation (e.g. cost, type, etc.). The table of resources and the table of potential funding sources provide a variety of examples and information that may assist with Okanagan Falls' implementation process – from links to similar initiatives in other communities, to tools that can be used during plan implementation.

INTRODUCTION

In April 2014, the Regional District of Okanagan-Similkameen with Okanagan Falls Parks and Recreation initiated an Age Friendly Planning Process in Okanagan Falls. The area has experienced population aging in the past decade that well exceeds the provincial average. Addressing the challenges facing this growing portion of the community's population is increasingly relevant and the development of an Age Friendly Plan is a timely endeavor. The purpose of this plan and report is to explain the current situation in Okanagan Falls, and provide a road map for moving forward and addressing the opportunities and challenges that come with the presence of an older population.

The information contained in this report and plan was uncovered through the Okanagan Falls Age Friendly Assessment, which involved:

5. An environmental scan of background and census information;
6. An Age Friendly Survey of 228 people in 126 households to gain an understanding of older adults' perceptions, needs and challenges;
7. A series of in-depth interviews with 18 key stakeholders on their vision for moving forward and the community's assets, and issues;
8. An open house to review the key findings and to rate the importance of the potential actions.

All of the community engagement involved in the Age Friendly Assessment was organized by the hired Age Friendly Community Coordinator, Myleen Mallach, who is a long-time resident and business owner in Okanagan Falls. Each phase of the Assessment was guided by the Age Friendly Steering Committee who provided input on the development and facilitation of the project, offered valuable insights and advice on age friendly needs, challenges and supports, and provided information on key stakeholders in the community. The committee is comprised of community leaders and members from a variety of organizations in Okanagan Falls, including: the Ladies Auxiliary, the Royal Canadian Legion Branch 227, the Okanagan Falls Seniors Centre, the Women's Institute, the Heritage Society, School District #53, and the Regional District of Okanagan Similkameen.

AGE FRIENDLY BC BACKGROUND

In 2004, the *Seniors Housing and Support Initiative* was established to assist local governments with preparing for population aging in BC communities. 10 years later, the population in most BC communities have continued to age and the initiative has never been more relevant than it is today. As such, the original initiative has grown substantially since its inception, and Age Friendly Community Planning Grants have been consistently made available to local governments since 2009. The priority of the 2014 grant was to engage communities that have not yet completed an age friendly plan or undertaken a project focused on age friendly communities (Seniors Housing and Support Initiative 2014). These grants are intended to help align communities with the vision outlined by the World Health Organization's *Age Friendly Cities* guide and the *Canadian Age Friendly Rural and Remote Communities* project. These reports explain an Age Friendly Community to be a place where policies, services and structures enable older individuals

to age in place while living active, socially engaged, and independent lives. Age Friendly Communities also embody the following eight key features:

1. Outdoor spaces and public buildings are pleasant, clean, secure and physically accessible.
2. Public transportation is accessible and affordable.
3. Housing is affordable, appropriately located, well built, well designed and secure.
4. Opportunities exist for social participation in leisure, social, cultural and spiritual activities with people of all ages and cultures.
5. Older people are treated with respect and are included in civic life.
6. Opportunities for employment and volunteerism cater to older persons' interests and abilities.
7. Age-friendly communication and information is available.
8. Community support and health services are tailored to older persons' needs (BC Ministry of Health 2011).

Despite a focus on improving communities for older adults, creating Age Friendly Communities is actually an effective strategy to make communities welcoming to people of *all* ages. For example, when a community is more accessible for older adults it is easier to traverse by parents pushing strollers, delivery people supporting local businesses, and people with mobility issues of all ages. Similarly, when a town develops intergenerational programs for seniors, people of all ages benefit from participating in these endeavors. Promoting Age Friendly Community development is one of the most effective strategies for creating healthy and sustainable communities.

BACKGROUND INFORMATION ON OKANAGAN-SIMILKAMEEN AREA D: SOCIODEMOGRAPHICS

Okanagan Falls is the main and largest community in Okanagan-Similkameen Area D. Between 2001 and 2011 the population of Area D only increased by 20 people from 5700 to 5720 (see figures 1-3). Yet, during the same time period the population of people over the age of 65 increased by 280 people, from 1160 in 2001, to 1440 in 2011 (a 5 percent increase over 10 years). An even greater increase during this time was seen in the number of *near seniors* (people who will be 65 in the next 10 to 15 years); the number of people between 50 and 64 increased by 420 people, from 1345 in 2001, to 1765 in 2011 (a 7 percent increase). Right now the current percentage of seniors and near seniors living in the Okanagan Falls area make up more than half the total population (56 percent), and the current trend of aging present in this region shows little signs of stopping in the near future. When considering an investment of community resources in Age Friendly development it is important to understand who might benefit from such actions. In Okanagan Falls, it is clear that over half the population stands to benefit from Age Friendly development right now, a number that should only grow as time goes on.

Figure 1: Okanagan Similkameen Area D 2001 Population Pyramid. Source: Canadian Census Analyser 2001.

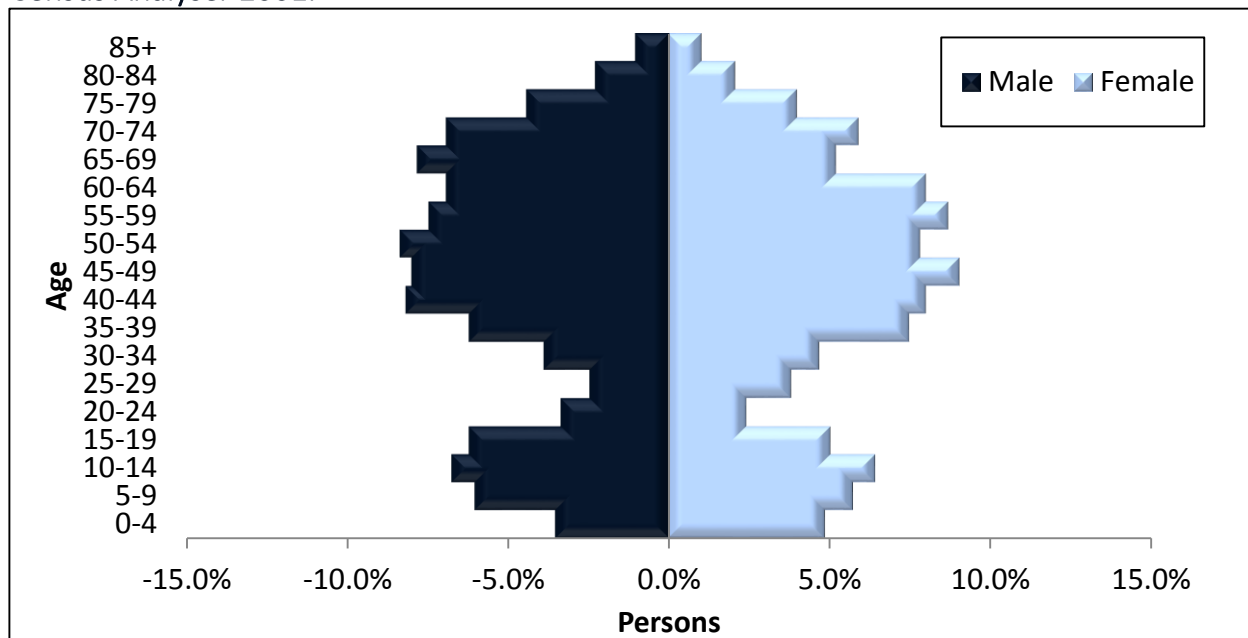


Figure 2: Okanagan Similkameen Area D 2006 Population Pyramid. Source: Canadian Census Analyzzer 2006.

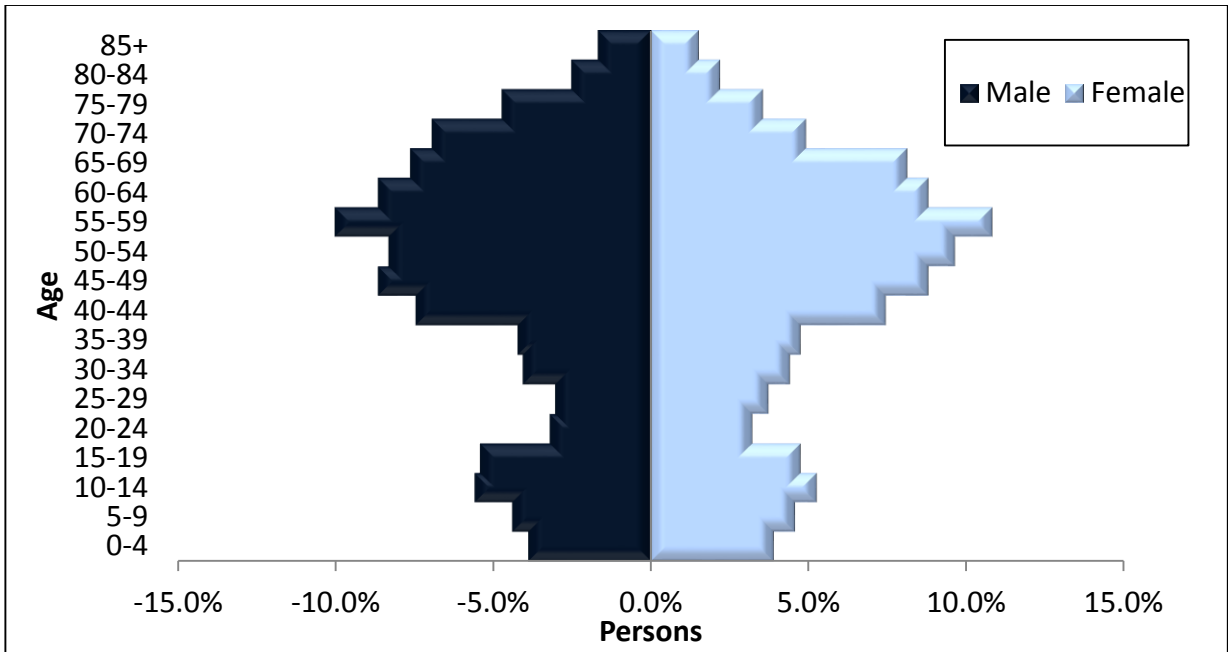
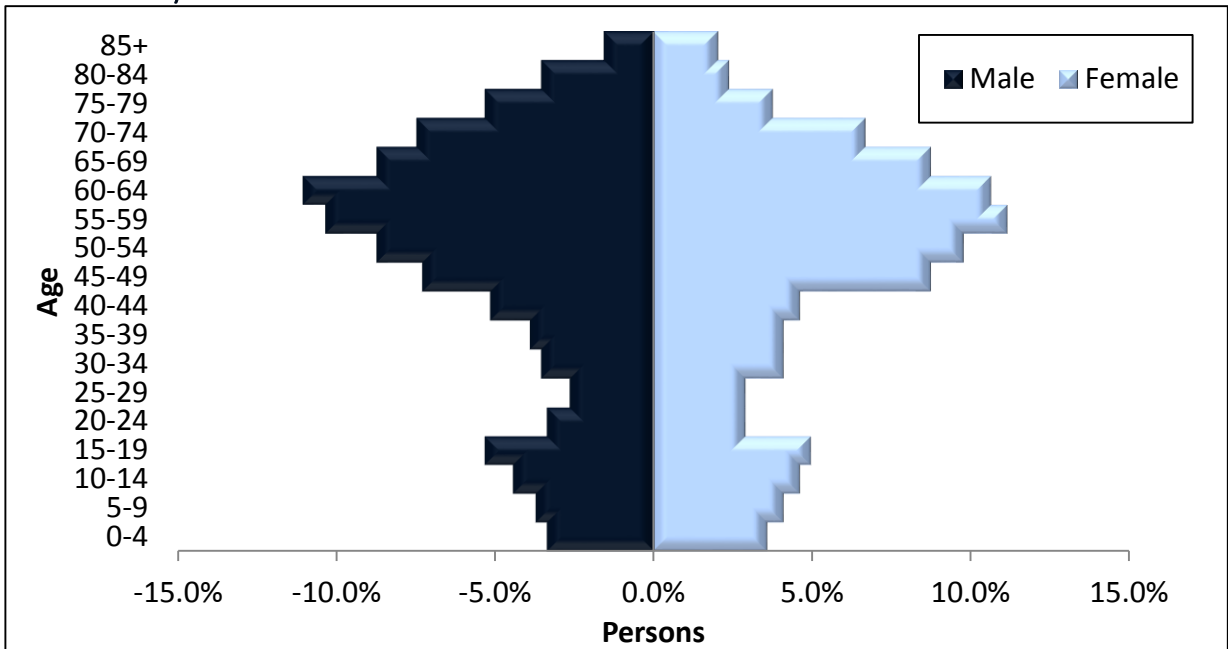


Figure 3: Okanagan Similkameen Area D 2011 Population Pyramid. Source: Canadian Census Analyser 2011.



When developing Age Friendly services and amenities it is important to understand any unique characteristics about the population outlined above. One important characteristic to look at is the number of people widowed in the community. Between 2001 and 2011,

the number of widows and widowers increased in Okanagan Similkameen Area D from 270 to 310. Although data on the age of those widowed is not available, it is likely that many of these individuals are older adults, since the rate of mortality increases substantially with age. This 40 person increase suggests that there may be a growing cohort of older adults in Okanagan Falls living alone. Studies have shown that individuals who lose a partner in their senior years often face new issues, from learning how to do certain household tasks for the first time (e.g. cooking or paying bills) to coping with mental health issues (Bryant et. al 2004, 301). The age friendly needs of this cohort can be unique in comparison to couples, and may need specific attention in the future, especially if this number continues to grow. Furthermore, according to Statistics Canada, the number of people 65 years and older who are living alone in Area D has indeed increased over the last 10 years (see Figure 4), albeit slightly. As alluded to above, the needs of those older adults who are living alone, without family or friends to take care of them, may be greater than those who have a network of support. When developing age friendly strategies, the needs of seniors who live on their own must be considered.

Figure 4: Number of Non-Family Persons 65 Years and Over. Source: Statistics Canada

Census Category	2001	2006	2011
Number of non-family persons 65 years and over living with relatives	20	15	30
Number of non-family persons 65 years and over living with non-relatives only	45	60	30
Number of non-family persons 65 years and over living alone	200	250	240

The statistics on the number of unpaid care hours provided to seniors is a useful indicator to explain a community’s need for certain Age Friendly services and amenities, particularly senior’s care services and assisted or supportive housing. Information on these hours is no longer collected as of 2011, but the trends viewed in previous years provide clues as to what the situation looks like today. In Area D the number of people providing 9 or less hours of unpaid care to seniors each week decreased between 2001 and 2006 (see Figure 5). However, the number of people providing 10 or more hours of unpaid care or assistance to seniors, particularly those providing between 10 and 19 hours, increased during this period. Although there is an overall decrease in the number of people providing care, this suggests that the needs of some individuals requiring more and more care are increasing over time and many of those who once were in a lower care bracket may have moved into the higher care bracket. This shift to higher care needs

would explain some of the decrease mentioned above. This decrease may also be explained by people moving out of Okanagan Falls and into nearby communities with care services as their needs progress (see findings on Housing and Community Services).

Figure 5: Total Population By Hours Spent Providing Unpaid Care or Assistance to Seniors.
Source: Statistics Canada 2001 and 2006

Census Category	2001	2006
Total population providing no hours of unpaid care or assistance to seniors	3765	4170
Total population providing less than 5 hours of unpaid care or assistance to seniors	590	520
Total population providing 5 to 9 hours of unpaid care or assistance to seniors	255	230
Total population providing 10 hours or more of unpaid care or assistance to seniors	155	175
<ul style="list-style-type: none"> • <i>10 to 19 hours of unpaid care or assistance to seniors</i> • <i>20 hours or more of unpaid care or assistance to seniors</i> 	40 115	90 85

The 2014 Okanagan Falls Age Friendly Survey (see section on *Survey Findings*) captures information on the age friendly housing needs of some Okanagan Falls older adults. However, it is still useful to examine the census data on the housing characteristics of Okanagan-Similkameen Area D, in order to gain a greater understanding of what the entire state of housing is for the area. It is impossible to understand true housing need without knowing the entirety of what housing is available. Useful indicators to gain this understanding include residence size, age, type, and condition.

According to Statistics Canada, in 2011 there were 50 residences in Okanagan-Similkameen Area D with 0-1 bedrooms, 745 with 2 bedrooms, 940 with 3 bedrooms, and 690 residences with 4 or more bedrooms (Statistics Canada 2011). The greatest number of these residences were constructed between 1991 and 2000, although 160 new dwellings were constructed between 2006 and 2011.

Figure 6: Total Number of Occupied Dwellings by Year of Construction. Source: Statistics Canada

Timeframe	2011
1960 or before	305
1961-1980	670
1981-1990	395
1991-2000	680
2001-2005	215
2006-2011	160

No information was collected on dwelling type for this area in 2011; however, according to Statistics Canada the most common dwelling types in 2006 were single-detached houses at 2125 and movable dwellings at 135, and of the entire 2440 dwellings in Area D, only 230 need major repairs.

Figure 7: Total Number of Occupied Dwellings by Structural Type of Dwelling. Source: Statistics Canada.

Type of Structure	2006
Single-Detached House	2125
Semi-Detached House	10
Row house	125
Apartment, duplex	20
Apartment, building that has more than 5 storeys	0
Apartment, building that has fewer than 5 storeys	65
Other single attached house	30
Movable dwelling	135

FINDINGS: AGE FRIENDLY NEEDS, CHALLENGES AND SUPPORTS

The following pages explain the key findings from the Age Friendly Assessment of Okanagan Falls. Findings from the age friendly audit, the environmental scan, the survey, the interviews and the open house are combined to depict a greater understanding of each of the 8 Age Friendly topic areas: Outdoor Spaces, Buildings and Safety; Transportation and Mobility; Housing; Recreation, Sports, Arts, Culture and Education; Community Engagement and Employment; Communication and Information; Respect and Social Exclusion; and Community and Health Services.

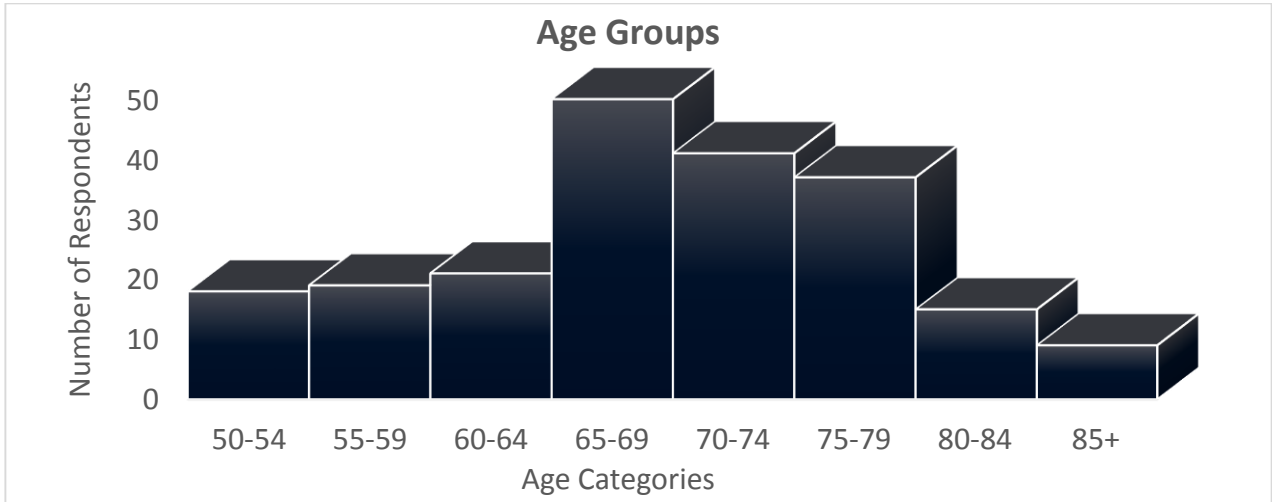
FINDINGS: BACKGROUND INFORMATION

All of the statistics used in the following subsections were derived from the findings of the Okanagan Falls Age Friendly Survey; therefore, it is important to understand both how the survey was administered and who the findings represent. The Okanagan Falls Age Friendly Survey targeted seniors (65+), and near seniors (50-64); however, people experienced with the needs of older adults and seniors in the Okanagan Falls area were also invited to participate in the survey. Surveys were distributed to participants at information sessions at the Seniors Centre and Legion, and to individuals from information booths at the Okanagan Falls IGA and Pharmasave Okanagan Falls. Surveys were also provided for pick up and drop off at 7 locations throughout the community. The survey was advertised in the local newspaper – Skaha Matters. The surveys were one per household to ensure that the survey did not over represent the needs of community members; however, those individuals who felt that their future needs were going to be very different than the needs of the rest of their household, and those individuals who planned on living in a different household in the future were encouraged to fill out a different survey. Most of the survey findings, however, depict household need.

The survey yielded a good sample of older adults in the Okanagan Falls area; results were received from 228 people in 126 households. The sample represents 10 percent of Okanagan-Similkameen Area D2's total population and 40 percent of the area's seniors.

The majority of respondents (n=152 or 72%)¹ are people over the age of 65 and the average age is 69 (see Figure 5).

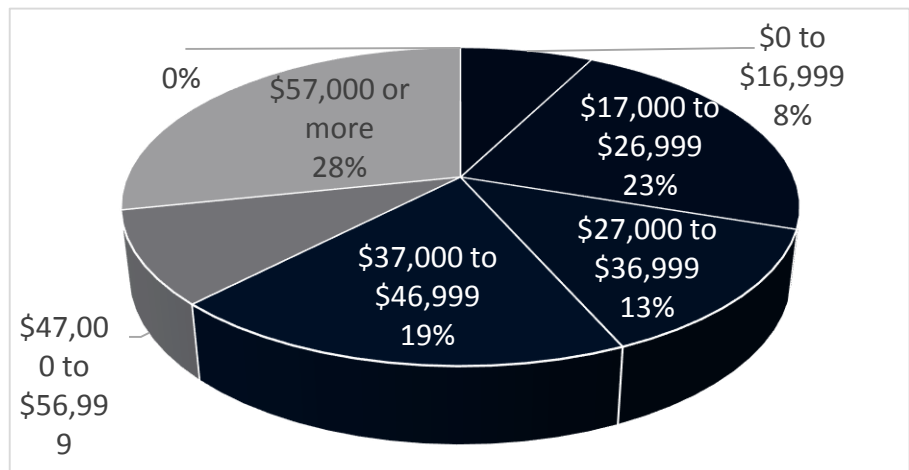
Figure 8: Age of Respondents from the Age Friendly Survey.



54 percent of survey respondents are female and 46 are male, and the largest group of survey respondents have lived in Okanagan Falls between 10 and 14 years. The majority of respondents (64%) are

married and the second highest percentage of respondents are widowed (18%), and most of these respondents (74%) are retired. The highest proportion of respondents have a before tax income of \$57,000 per year or

Figure 9: Respondent's Household Income.



¹ **Please note:** in the following pages percentages are used to explain the split responses in multiple choice questions where participants were only allowed to choose 1 response. Numbers (signified by n=) are used to explain multiple choice questions where more than 1 response was allowed.

more (28%), followed by \$17,000 to \$26,999 at 23 percent.

OUTDOOR SPACES, BUILDINGS AND SAFETY FINDINGS

One of the key characteristics of an age friendly community is that it is easy to traverse, whether a person is driving, walking, rolling or otherwise. Age Friendly Assessment participants have described Okanagan Falls as 'easy to get around' because of the small size of the community, the centralized location of businesses and services, and the flat grade of core areas. However, residents do experience some challenges in outdoor areas. According to the Age Friendly Survey the majority of respondents do not feel that roadways or walking areas are well maintained (see Figures 11 and 12). The Age Friendly Accessibility Audit also revealed many barriers to mobility in the community, including:

Figure 10: Are Roadways Well Maintained?

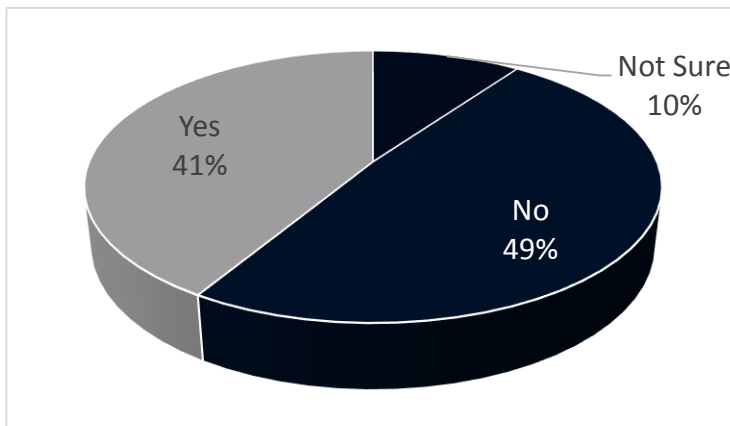
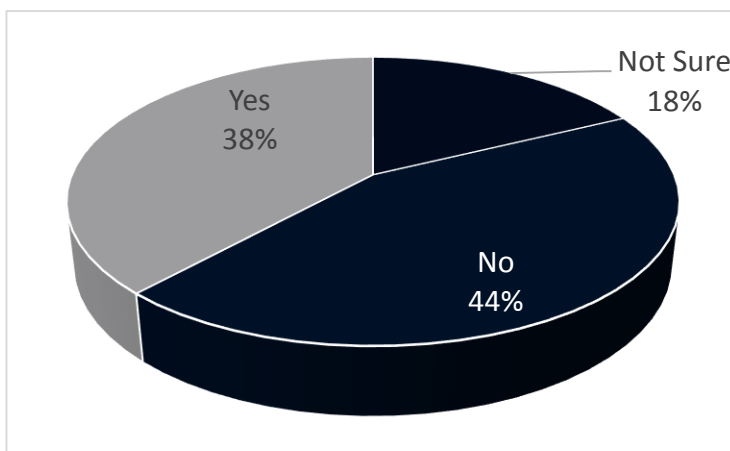


Figure 11: Are Walking Areas Well Maintained?

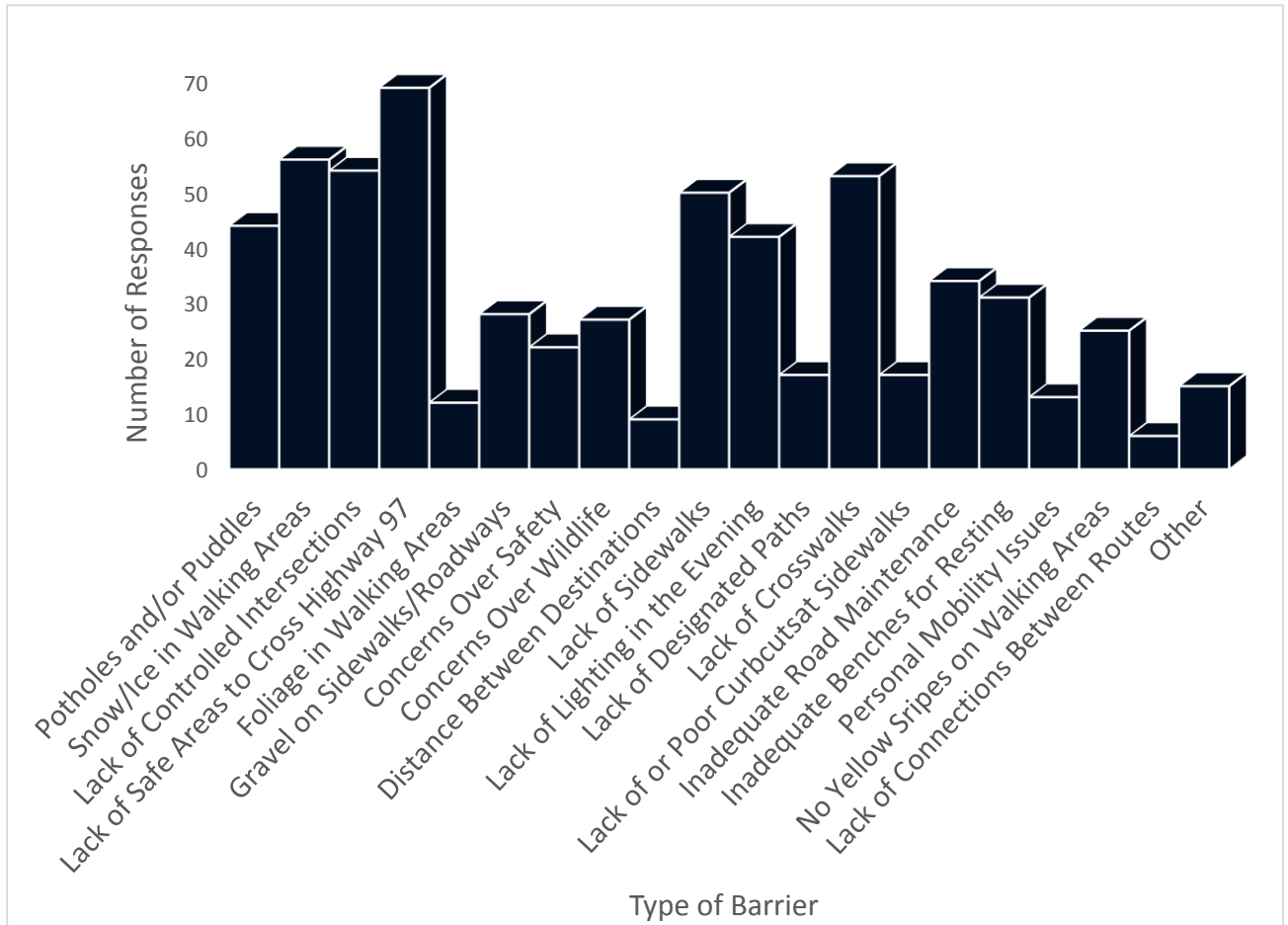


a lack of connectivity between walking areas, a lack of sidewalks or safe walking paths through core areas of the community south of highway 97, a lack of traffic calming measures, steps and lips at the entrances of buildings, gravel on road-shoulders, obstacles on existing sidewalks, and poor visibility when backing up onto highway 97. Survey respondents described similar barriers when asked what impeded their ability to walk around Okanagan Falls, including: a lack of safe areas to cross highway 97, snow or ice in walking areas in the winter, a lack of controlled intersections, general lack of crosswalks, and a lack of sidewalks. In fact, the top priority identified in the age friendly open house was the need

for additional safe and controlled highway crossings in Okanagan Falls (see Figure 12). On

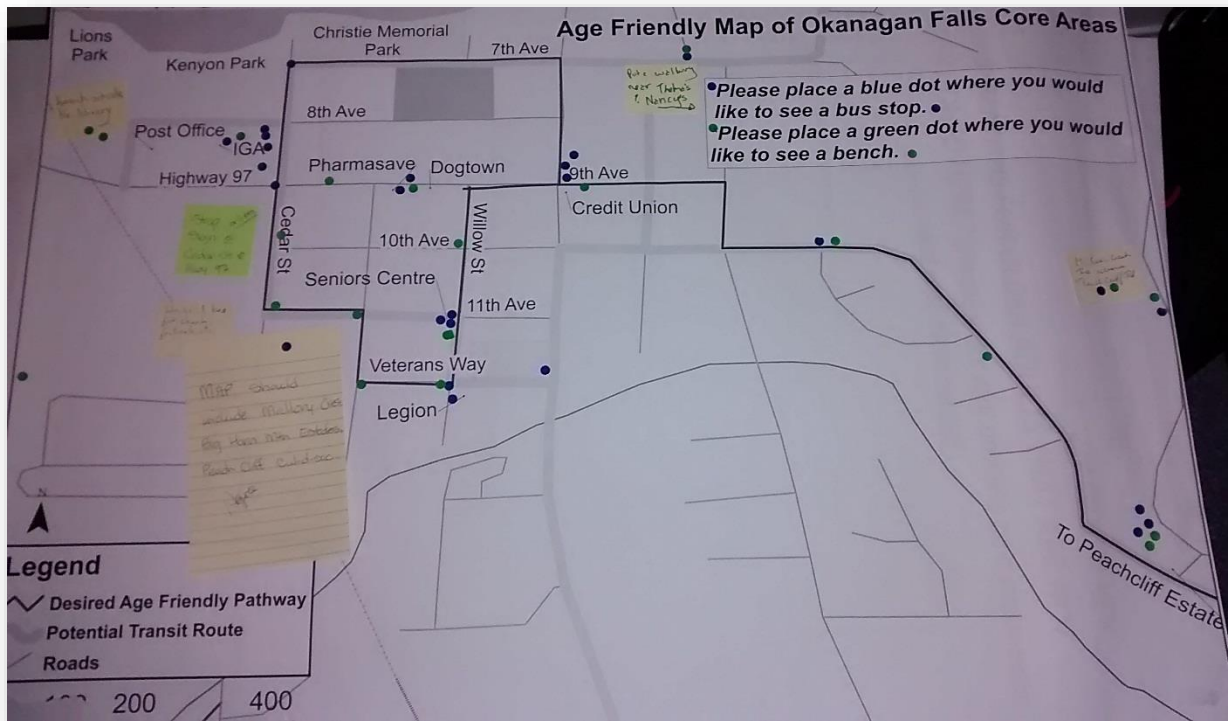
the other hand, when asked if vehicles stop for pedestrians at crossing areas, 61 percent said usually, 22 percent said rarely, and 11 percent said yes.

Figure 12: What Kind of Barriers Impede Your Ability to Walk Around Okanagan Falls?



To address the challenges with walking areas in the community a proposed route for an Age Friendly Pathway was developed based on the feedback from the Age Friendly Survey (see the light grey thick line in the map in Figure 13 below). The proposed route was presented to participants during the Age Friendly Open House on October 1st 2014. Open House participants were generally satisfied with the pathway route; however, they would like to ensure that the pathway will be accessibly connected to key service areas on Highway 97 between Cedar Street and Main Street. Participants also indicated where they would like to see future benches. Benches were generally suggested at the corner of every road confluence on the proposed Age Friendly Pathway (see green dots in Figure 13 below).

Figure 13: Open House Findings of Age Friendly Map

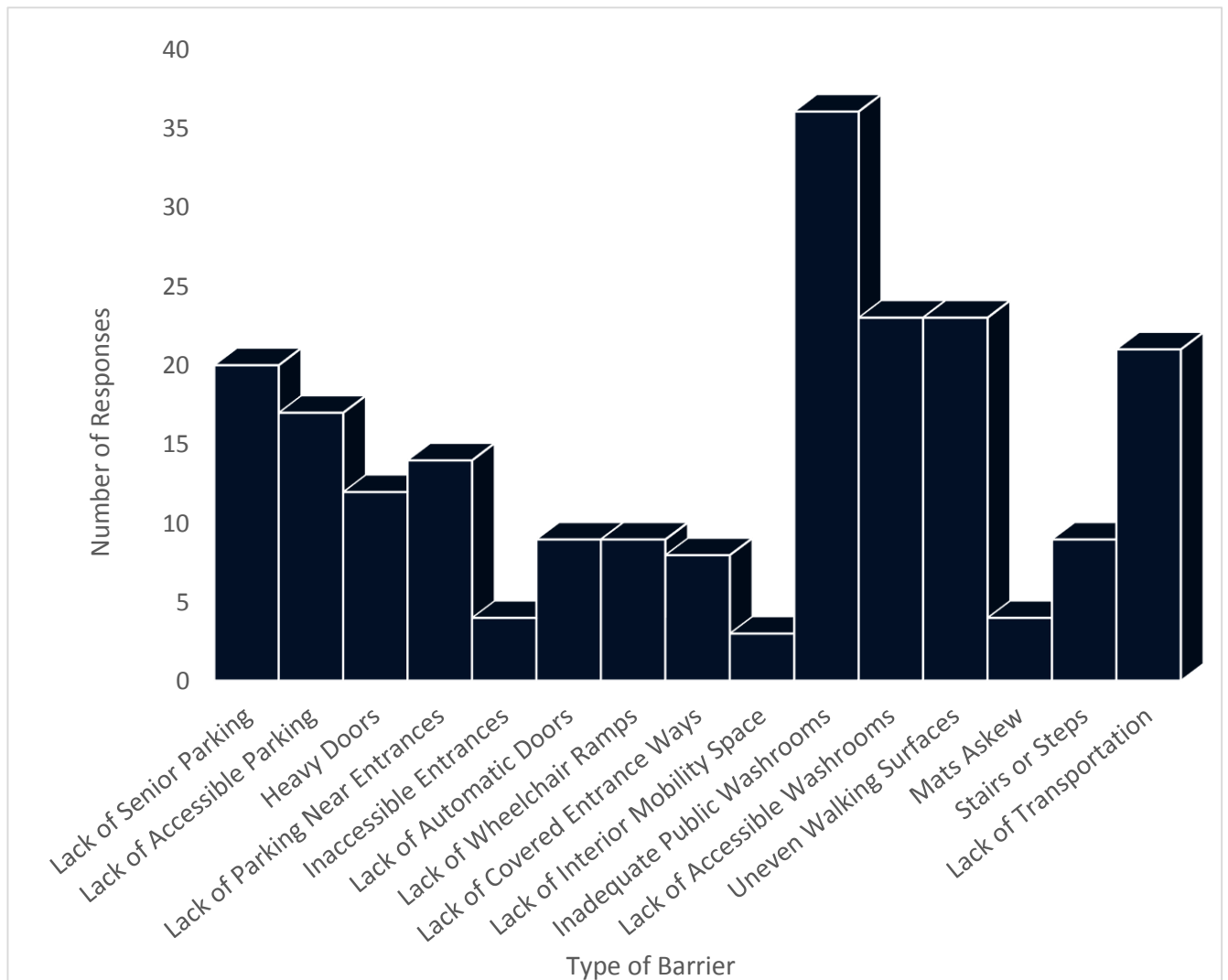


The accessibility audit found that several public buildings that serve seniors in Okanagan Falls do not have accessible entrance ways, and/or have stairs present in their interior. However, when survey respondents were asked *What barriers impede your ability to access businesses or services?* most barriers involved either the washroom or the exterior areas leading up to the business or service (e.g. a lack of adequate public washrooms, a lack of accessible washrooms, uneven walking surfaces, a lack of transportation, a lack of parking for seniors, a lack of accessible parking spaces, and a lack of parking near entrance ways). These issues, however, did not impact all community members as 28 percent of households claim they do not experience any barriers when attempting to access business or services (see Figure 14).

Although many challenges were identified in outdoor spaces and buildings in Okanagan Falls, the community also has several major age friendly assets. In the past decade the community has developed the lakefront areas known as Lions Park, Kenyon Park, and Christie Memorial Park. These areas have connected paved trails that are well lit with ample seating and picnic areas, and accessible washrooms that are open to the public during the warmer months of the year. Furthermore, according to the Age Friendly

Survey most older adults feel safe walking during the day (89%) and at night, although fewer individuals feel safe in the evening (46%). Those who felt unsafe walking at night attributed it to: the lack of walking infrastructure, speeding highway traffic, lack of crosswalks, lack of lighting, and fears of impaired individuals. When asked about other aspects of safety, such as crime and vandalism, the responses were mixed: 39 percent of respondents were unsure whether or not crime or vandalism were issues in Okanagan Falls, 37 percent believed they were, and 24 percent did not believe crime or vandalism were issues in the community.

Figure 14: What Barriers Impede Your Ability to Access Businesses or Services?



The last question asked in this section on the Age Friendly Survey was *What is the most important improvement to buildings and outdoor areas needed in order to enhance Okanagan Falls for older adults?* 1 in 6 answers concerned developing additional

crosswalks or enhancing current crosswalks (e.g. with flashing lights, or with a pedestrian activated crosswalk light). Areas of concern were Highway 97 and Cedar St., and Highway 97 and 10th Ave. Other key improvements desired included: the construction of sidewalks along key walking areas that have connected parking areas, improvements to community esthetics, and the increasing of accessible parking spaces.

From the information outlined in the previous pages it is clear that many older adults face challenges traveling around Okanagan Falls in both the summer and the winter, and most of these challenges concern accessing locations in and around Highway 97. Improvements to safety and accessibility around the highway would benefit a significant number of older adults in the community and the majority of survey respondents. In the following sections, it will become clear that the majority of current residents plan to continue to drive and walk around the community, and most of these residents plan to stay in Okanagan Falls for retirement; therefore, the need for improvements to pedestrian and traffic infrastructure will remain largely consistent. It is also evident in these sections that there are a growing proportion of people with mobility challenges in Okanagan Falls who will be using mobility scooters and other alternative forms of transportation to travel around the community. These forms of transportation generally require a high level of accessibility in the built environment; thus, accessibility improvements to Okanagan Falls infrastructure are integral to ensure these individuals can live healthy and active lifestyles into old age. Although Okanagan Falls has already taken many important steps already to improve the age friendliness of its community's interior and exterior areas (i.e. Kenyon Park access improvements), in order to ensure that the burgeoning senior population in Okanagan Falls can continue to live and play in the area, additional improvements will be necessary – from the development of controlled highway crosswalks, to the expansion of the pathway network to create a cohesive downtown core that is well connected to residential areas.

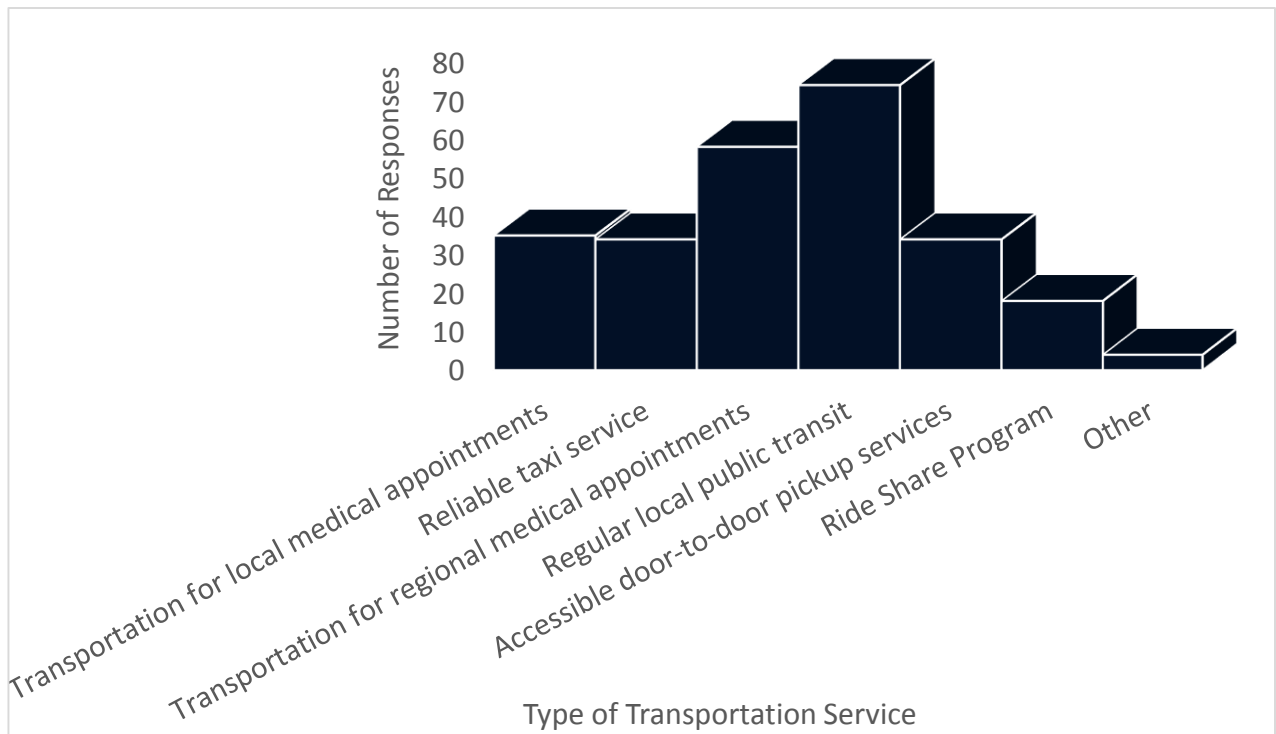
TRANSPORTATION AND MOBILITY FINDINGS

In an age friendly community it is vitally important that older adults can move around with ease. This means that communities need to be well laid out and accessible for movement, and there needs to be a variety of transportation options available to older adults. Currently Okanagan Falls has regional bus service 2 times a day on weekdays to Penticton and Osoyoos. However, in each direction the bus only makes one stop in Okanagan Falls and no other form of local transit exists. It should be mentioned,

however, two providers of private home care services who will provide rides to those in need for a fee, but they are not intended to be utilized as a primary form of transportation. A taxi service is also lacking in the community. Some taxis from Penticton will, however, serve Okanagan Falls residents, but residents are charged both for the taxi to drive to Okanagan Falls and for whatever trip they require.

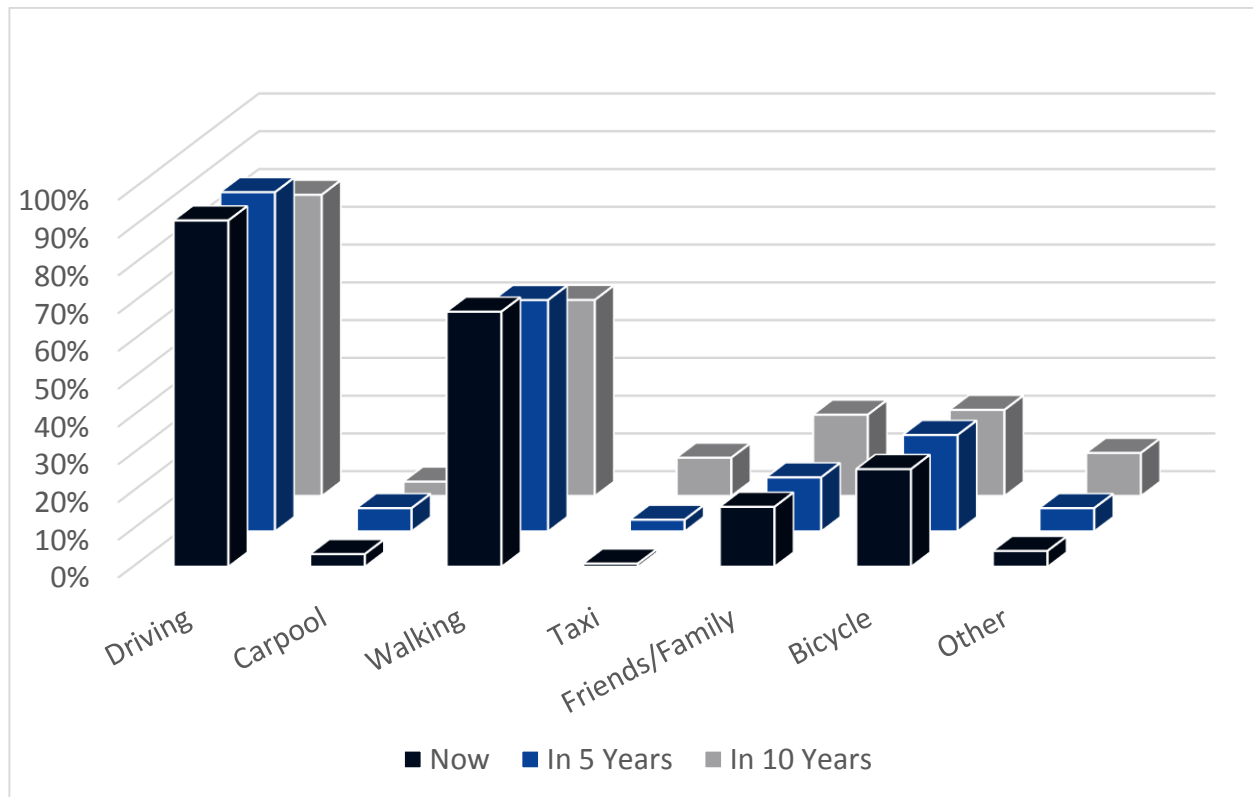
Many older adults, however, feel that Okanagan Falls is an easy community to get around due to its small size and flat commercial areas. The larger issue at hand is that community members often need to travel to Penticton for a variety of reasons – from obtaining goods and services, to attending specialist medical appointments. The environmental scan of transportation services in Okanagan Falls and the in-depth information from the interviews showed clearly that without a driver’s licence and car, it is very challenging to get around in the region. In order to gain a fuller understanding of these transportation and mobility challenges survey respondents were asked *What type of transportation services are important for improving transportation in Okanagan Falls?* The greatest number of people claimed that regular local public transit and transportation for regional medical appointments were the most important services needed in Okanagan Falls currently (see Figure 16).

Figure 16: Desired Transportation Services



The survey also found that over the next ten years the percent of people who believe they will travel around Okanagan Falls by driving and walking will decrease minimally. The number of people who believe they will use other transportation devices, namely mobility scooters, increases over the 10 year period. There is also an increase in the number of people who believe they will no longer be able to drive and plan to catch rides with friends and family (see Figure 17).

Figure 17: Travel in Okanagan Falls in the Next 10 Years



Respondents were also asked about their experiences getting in and out of vehicles and about their knowledge of where to obtain handicapped parking permits. Only 16 percent of respondents currently experience difficulties getting in and out of vehicles, and 64 percent know where to obtain a handicapped parking permit. These findings coincide with those from the health section which suggest that at this time there is a fairly low number of people in Okanagan Falls with major mobility challenges; however, as people grow older in this region it is likely that this number will increase.

Overall, Okanagan Falls is easy to traverse due to its small size, but it can still be very challenging for those who either cannot drive or have difficulties walking. For those who

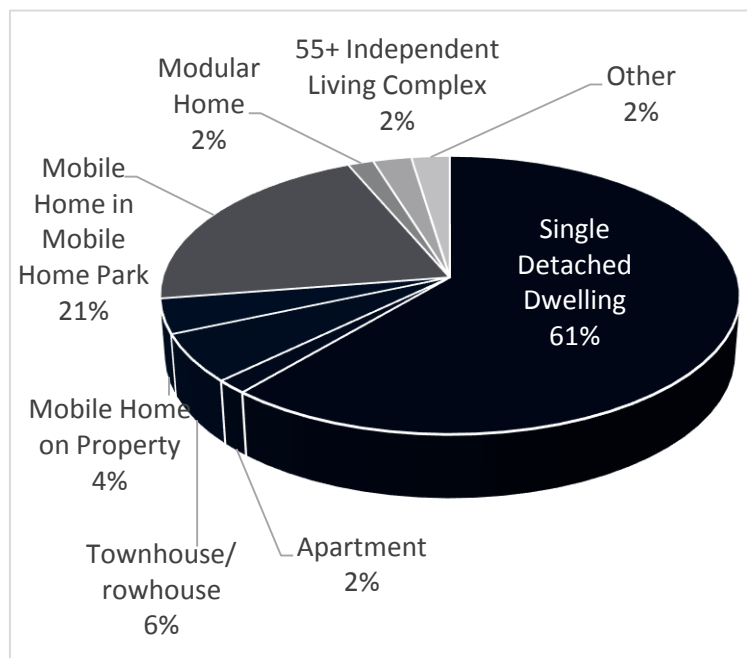
do not drive, the introduction of a more frequent regional and local transportation system will address many of the challenges present and will lessen the need for other transportation services such as taxis and senior’s vans. For those who have difficulties walking it will be important to ensure that the community develops infrastructure that will facilitate movement by a range of mobility devices from mobility scooters to recumbent tricycles. As Okanagan Falls develops as an Age Friendly Community it will be important, however, not simply to improve transportation and mobility in the community, but to do this in a way that caters well to the needs and desires of local older adults.

HOUSING FINDINGS

In order for a community to enable seniors to age in place, it must have a wide array of housing options for older adults. In some cases options for aging in place means a community will have different types of buildings available for seniors, but often it means that there are a variety of seniors housing and care services available which will allow older adults to stay in their homes for as long as possible. Currently, homes that include supports of any kind are not available in Okanagan Falls, but there are 3 independent living options for people over 55: Peach Cliff Estates, Golden Arrow Subdivision, and Cedar Village. Peach Cliff Estates is a mobile home park located up McLean Creek Road with approximately 157 mobile homes. Most of the homes have stairs to the entrance

except for a small number that have been retrofitted with ramps. Golden Arrow Subdivision is a mobile home park located just off of Cedar Street that contains approximately 37 mobile homes. Again, most of the homes have stairs to the entrances. Cedar Village is a gated community off of Cedar Street that has over 20 level entry townhouse units. According to the Age Friendly Survey most respondents (61%) live in single detached dwellings

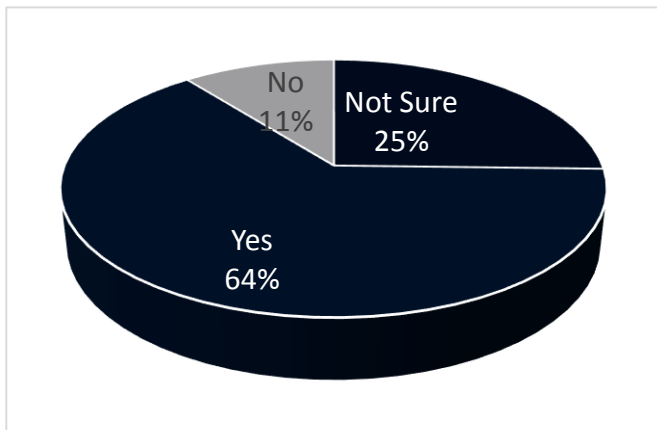
Figure 18: Respondent's Dwelling Type



and 21 percent live in mobile homes in a mobile home park (see Figure 18). The majority (93%) of these respondents owned their homes.

The need for all care-levels of seniors housing was a major theme from the interviews and survey research. Interviewees spoke in-depth about the need to have seniors housing similar to what is found in Penticton constructed in Okanagan Falls so that older adults do not have to move out of the community for their later years. Respondents also indicated the need to have services included with these homes to enable people to stay independent as they get older. As such, most residents do not feel that the current housing situation will be sufficient to meet the needs of the growing aging population in Okanagan Falls, especially considering that the Age Friendly Survey found that 77 percent of respondents plan to stay in Okanagan Falls for retirement. The survey also found that for those respondents who were unsure yet whether they were going to leave (19%) and

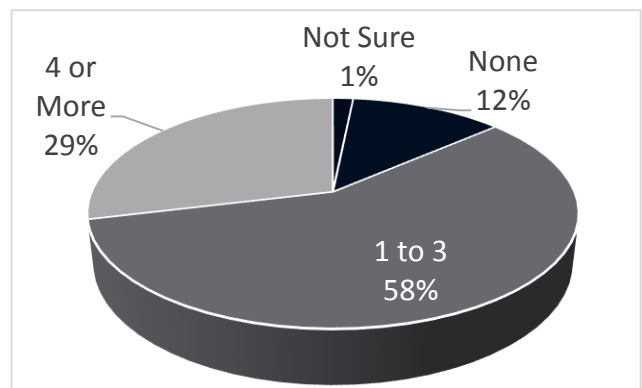
Figure 20: Do you plan on staying in your current home for retirement?



for those who plan to leave the community for retirement (4%), their reasons tended to relate to the lack of shopping amenities, the lack of health care services and transportation to nearby health care facilities, or the lack of seniors housing. Of those who plan to (continue to) stay in Okanagan Falls for retirement, 11 percent plan to move out of their homes and 25 percent are still deciding.

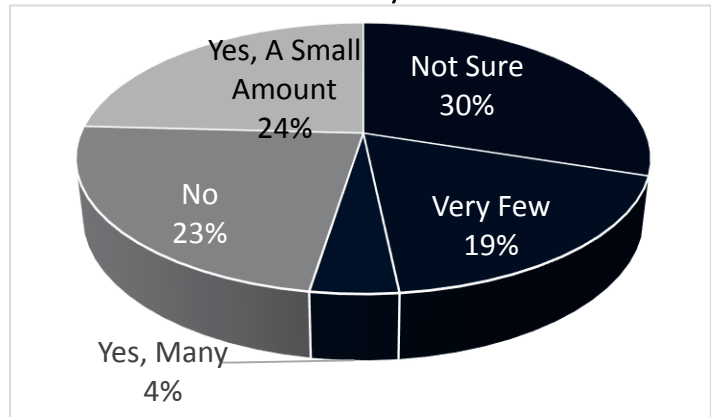
Although a large number of people plan to stay in their homes, this planning may not come to fruition for everyone due to issues of housing appropriateness. Currently, 87 percent of respondents have stairs at the entrance of their homes, and of this 87 percent, 29 percent have 4 or more stairs and 58 percent have between 1 and 3 stairs in their homes (see Figure 20). The burden of home maintenance can also cause older adults to move out of their homes, however, most respondents (73%) said

Figure 19: How many stairs are at your household entrance?



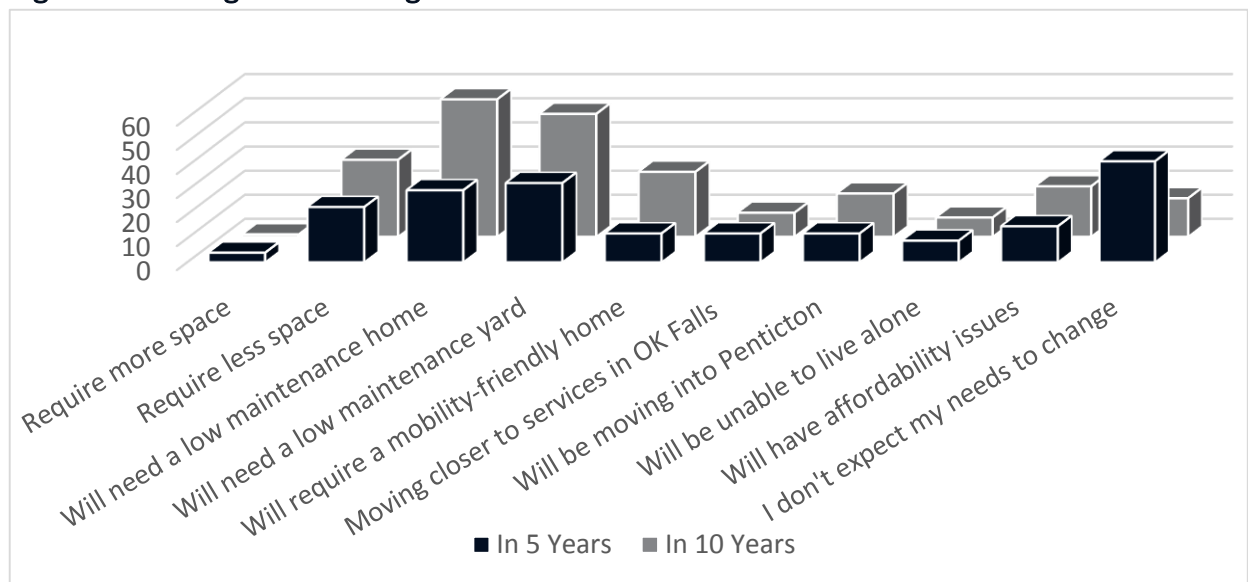
their homes do not need repairs currently; only 12 percent of respondents said their homes need minor repairs, and 15 percent said their homes need major repairs. When asked directly if they felt there were other homes in their neighborhoods that could meet their needs and lifestyles, although most are unsure, 4 percent of respondents believe there are many other homes that could meet their needs and lifestyles, 24 percent feel there are a small number that could, 19 percent believe there are very few, and 23 percent believe there are no other homes that could. The reasons people said there were few or no other homes that could meet their needs and lifestyles include: affordability issues, distance of housing to medical facilities, lack of housing support services, and lack of wheelchair accessibility.

Figure 21: Are There Other Homes That Could Meet Your Needs and Lifestyles?



In order to paint a greater picture of residents housing needs, the Age Friendly Survey asked respondents how they expect their housing needs to change in the next 5 to 10 years. In 5 years, the majority of households (n=33) believe that they will need a yard requiring less maintenance, a home requiring less maintenance (n=30), and less space in their homes (n=23) (see Figure 22). In total 59 households expect their housing needs to

Figure 22: Changes in Housing Needs Over 10 Years



change in some way in the next 5 years. In the next 10 years the majority of households (n=57) believe they will need a home requiring less maintenance, a yard requiring less maintenance (n=51), less space in their homes (n=32), and a home designed for mobility (n=27). In total 83 respondents expect to experience a change in their housing needs in the next 10 years.

In order to address the gap in seniors housing in Okanagan Falls it is vitally important to gain an understanding of which kinds of seniors housing are needed by residents and what are the characteristics desired for those homes. To provide this information the Age Friendly Survey asked respondents about their need for seniors housing right now, and their perceived need for seniors housing in the next 5 to 10 years. Survey respondents were allowed to choose more than one type of housing if they believed more than one type of housing could meet their needs, but the total number of households requesting seniors housing of any kind was also recorded to ensure accuracy and to eliminate the risk of over-representing need. The seniors housing options provided in the survey were based on the categories defined by *BC Housing* and are as follows:

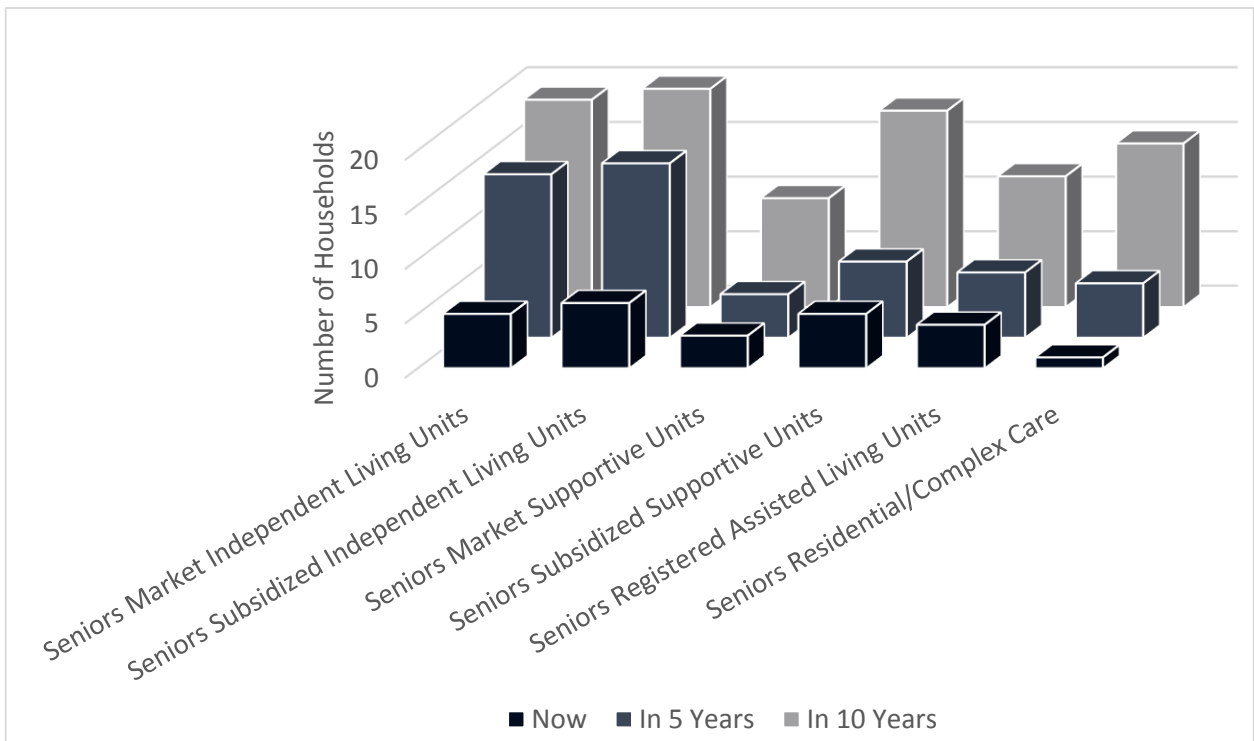
- ❖ Seniors market and subsidized* independent living units:
 - Units do not include any services, although there are sometimes optional hospitality services not included in the cost of the unit (e.g. housekeeping).
- ❖ Seniors market and subsidized* supportive living units:
 - Units include light housekeeping, some meals, an activity program and 24 hours response.
- ❖ Seniors registered assisted living units:
 - Units include light housekeeping, some meals, an activity program and 24 hours response.
 - Units also include 1 or 2 prescribed services such as bathing, dressing, grooming, mobility and/or medication management.
- ❖ Seniors Residential/Complex Care:
 - Units include housekeeping, all meals, activities and 24 hour nursing care.
 - Units include all prescribed services such as bathing, dressing, grooming, mobility and medication management.
 - Units include management of cash resources or other property.

*Please note: seniors in southern BC with an income below \$57,000 per year qualify for seniors subsidized rental housing which generally requires seniors to pay 30 percent of their incomes for seniors housing.

- Units include monitoring of food intake/diet.
- Units include structured behaviour management/intervention.
- Units include rehabilitative therapy.

Currently 11 households need seniors housing, with *Seniors Subsidized Independent Living Units* being the most commonly desired type of housing (n=6), followed closely by *Seniors Market Independent Living Units* (n=5), and *Seniors Subsidized Supportive Units* (n=5) (see Figure 23). At this stage, 91 households are not looking for any type of seniors housing. In 5 years 36 people believe they will need seniors housing. The most desired types of seniors housing in 5 years are *Seniors Subsidized Independent Living Units* (n=16) and *Seniors Market Independent Living Units* (n=15). However, in 5 years 52 households still believe that they will not be looking for or need any type of seniors housing. In 10 years 52 people expect to need seniors housing. Again, the most desired types of seniors housing in 10 years are *Seniors Subsidized Independent Living Units* (n=20) and *Seniors Market Independent Living Units* (n=19). However, in 10 years, many households also believe they will require *Seniors Subsidized Supportive Units* (n=18). Only 36 households do not believe they will need or be looking for seniors housing in 10 years. Of those

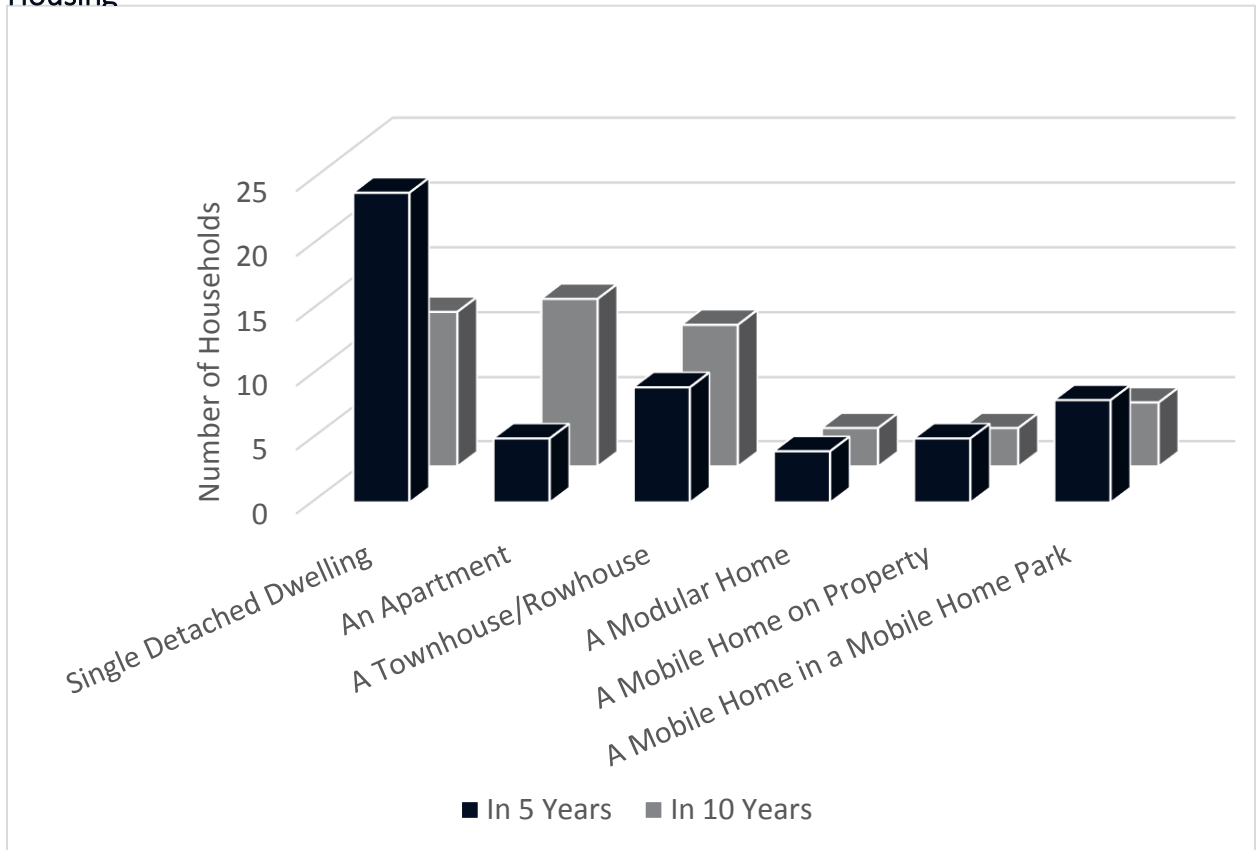
Figure 23: Type of Seniors Housing Desired in the Next 10 Years – All Respondents



respondents who believe that they will need housing in the next 5 to 10 years, the

greatest choice overall was single detached building (n=36), followed by townhouse (n=20), and apartment (n=18) (see Figure 24). However, between 5 and 10 years there is a clear shift away from single detached housing to apartment and townhouse style homes (see Figure 24). This is reflective of a desire to live in housing that requires less maintenance and upkeep (e.g. lawn mowing, space to clean, etc.) as older adults age. This is reinforced in the earlier discussion about changes in housing needs.

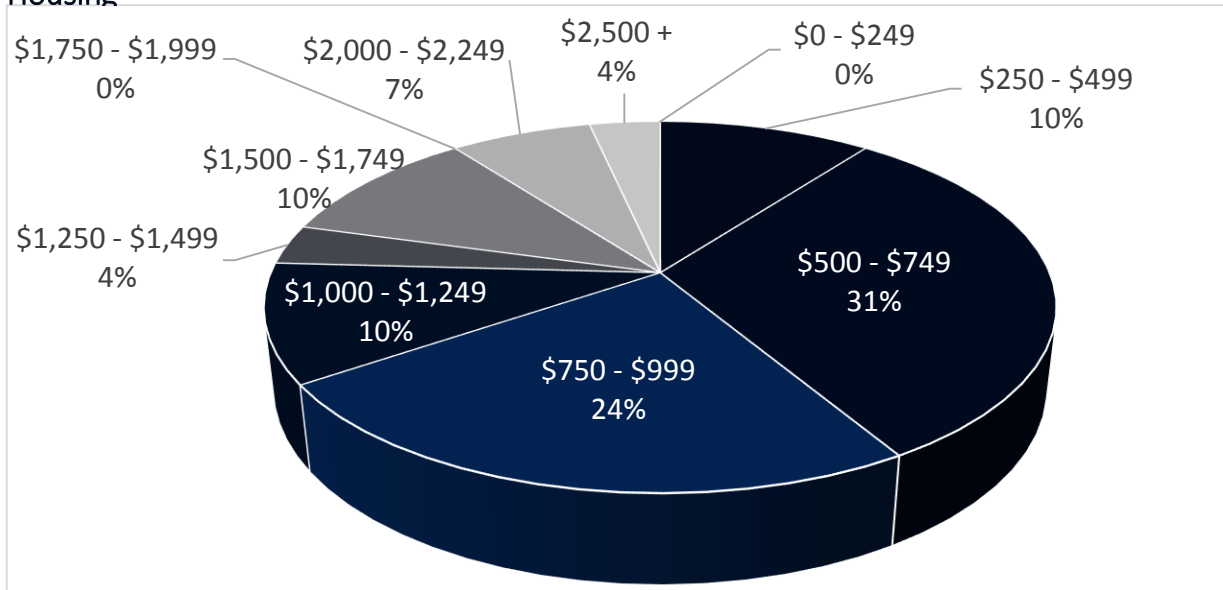
Figure 24: Type of Building Preferred in 5 to 10 years - Respondents Seeking Seniors Housing



There are also a variety of other factors to consider, such as cost, size, services and appliances, when filling the seniors housing gap in Okanagan Falls. Of those respondents who believe that they will need seniors housing in the next 10 years, 22 households claimed they would prefer to own their homes, 14 households said they would like to rent and 21 households said they would do either. Although the number of households who responded to this question was low, the greatest proportion of respondents (n=9) claimed they would prefer to pay between \$500 and \$749 per month for seniors housing, followed by \$750 to \$999 (n=7), and the average preferred rent is \$960 per month. Of those respondents who elaborated on how much they would want to purchase seniors

housing for, 2 households claimed they would prefer to pay \$100,000 and 2 households claimed they would like to pay \$200,000 to purchase a seniors housing unit. The average preferred purchase price is \$221,428 (see Figure 25).

Figure 25: Amount Respondents Would be Willing to Pay per Month to Rent Seniors Housing



In terms of housing size, the greatest proportion of respondents (n=51) would like 2 bedrooms in their future seniors housing units, followed by 1 bedroom (n=12), and 3 bedrooms (n=2). Respondents would like a variety of appliances in their seniors housing unit, with the most desired appliances being a microwave (n=52) and a full-size fridge (n=46), followed by a stove (n=43), a toaster oven (n=38) and a mini-fridge (n=22). 56 percent of respondents would also prefer to live in pet-friendly housing in the future. Finally, of those respondents who claimed to need either supportive or assisted living in the next 10 years, the majority (n=32) would prefer to have 2 meals a day provided, followed by 1 (n=12) or 3 (n=12).

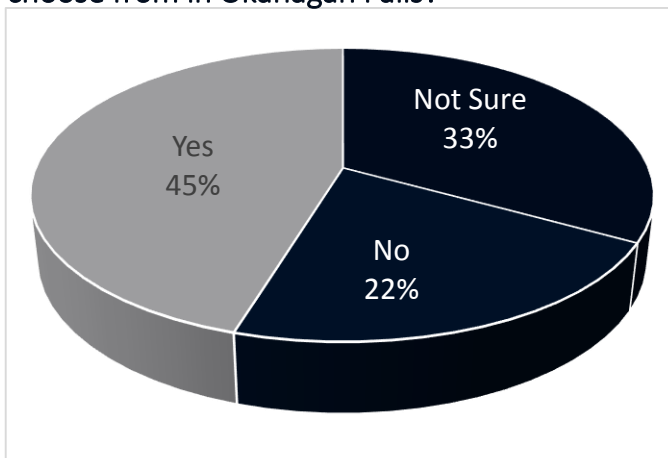
The creation of seniors housing was the most highly rated recommendation from the Age Friendly Open House, and it is clear from the previous pages that in order to address the housing challenges that lie before Okanagan Falls, some sort of housing will need to be created for seniors. By 2024 52 households expect to need seniors housing. Exactly what that housing should look like is up for debate; however, given the presence of existing independent living options and the aforementioned shift in households housing needs, it would be appropriate to develop a supportive housing complex of either level entry townhouses or accessibly designed apartments with options for both 1 and 2 bedroom

units, for approximately a \$960 per month rental price. This housing should have some pet-friendly units, and should provide scooter parking and covered vehicle parking areas to meet respondent's future transportation needs. The complex should be built in a way that is both expandable and integrated into the seniors areas of the community. Although addressing the housing needs of Okanagan Falls seniors is a complicated and long term task, working towards the scenario outlined above would be a good starting point and would enable many older adults, who have invested many years into Okanagan Falls, to stay in their community as they grow older.

RECREATION, SPORTS, ARTS, CULTURE AND EDUCATION FINDINGS

In order for a community to be age friendly, there needs to be a variety of ways for older adults to spend their time; older adults must have options to stay socially engaged and active, both physically and mentally. Many participants of the Age Friendly Assessment explained that there are several activities in Okanagan Falls for older adults to participate in, but those activities do not always meet the diversity of ages and interests in the population. Some older adults feel that if an individual is not interested in the activities offered at the seniors centre like bingo, crib and pool, that there are few other options for activities to participate in. However, according to the Age Friendly Survey, many other older adults are satisfied with what is available: 45 percent of respondents feel that there are a wide variety of social and cultural activities and events for older adults to choose from in Okanagan Falls, 33 percent of respondents indicated they are unsure, and 22

Figure 26: Are there a wide variety of social and cultural activities/events for older adults to choose from in Okanagan Falls?

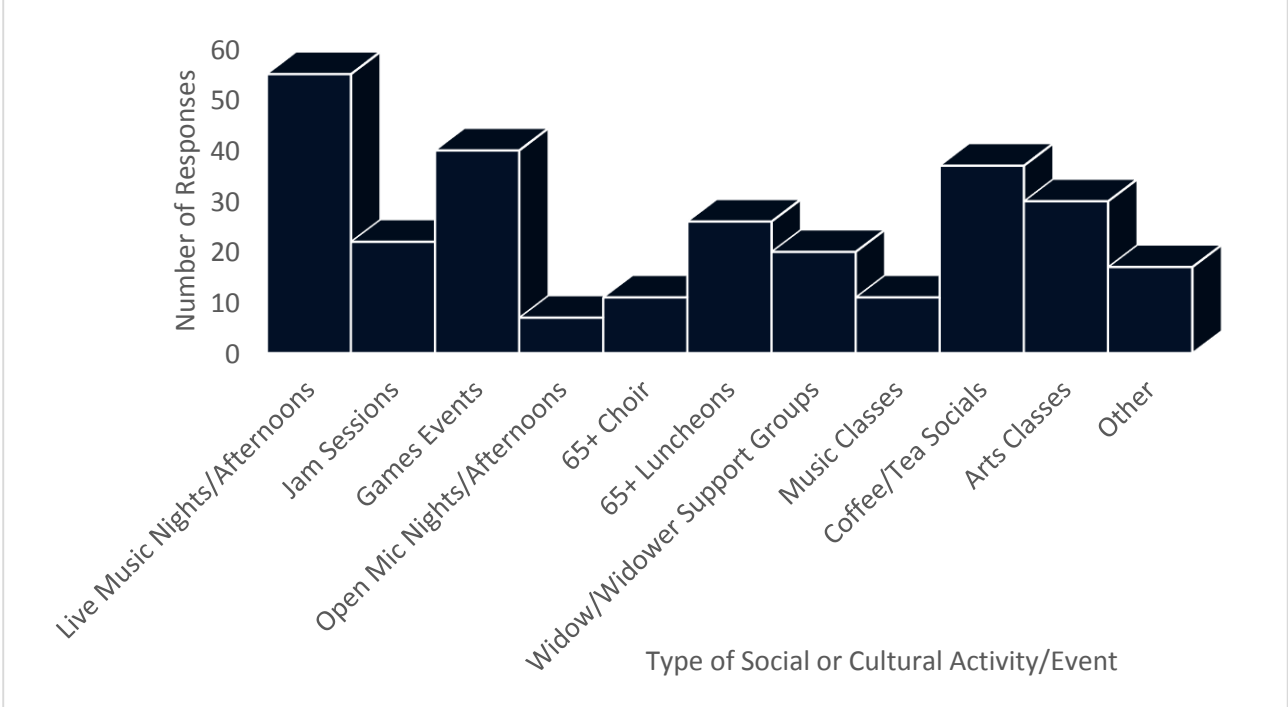


percent did not believe there was a variety available (see Figure 26).

However, when asked to explain which events and activities are important for maintaining an age friendly Okanagan Falls, participants listed: live music nights/afternoons (n=55), games events (n=40), coffee or tea socials (n=37), and art classes (n=30) as the top choices (see Figure 27). The first three options listed are already available in Okanagan Falls in some capacity, which is aligned with the

above finding that most respondents are currently satisfied with this aspect of Okanagan

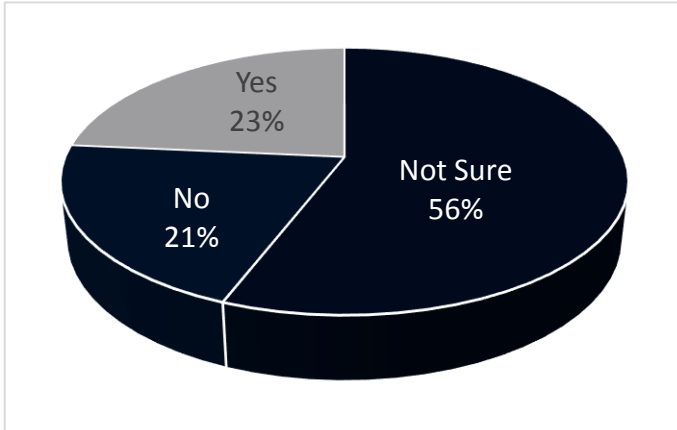
Figure 27: What social and cultural activities/events are important for improving Okanagan Falls for older adults?



Falls. It should be mentioned, however, that some respondents added options to the *other* category of this question that are not currently offered in Okanagan Falls and would add diversity to what is currently available, these included: theatre/acting groups, wine and cheese nights, woodworking, movie nights, dances, travelers group, and craft classes. Furthermore, one of the most popular recommendations from the Age Friendly Open House was to put on a monthly Age Friendly Evening Event that would include activities like dancing, music and movies. Between the interviews, the open house and the survey it became clear that although there are many activities for older adults to participate in, the community lacks a diversity of arts activities.

Older adults in Okanagan Falls have also expressed a desire to participate in a range of recreation and sports activities for all types of ability levels, from extremely active to mobility challenged. Recently, the community has expanded the recreation and sports programs available to older adults. However, both the Age Friendly Survey and the open house uncovered that there is a lack of knowledge circulating in the community on this topic. According to the Age Friendly Survey only 23 percent of respondents feel that there is a diversity of sports and recreation activities available in Okanagan Falls, 21 percent feel there is not, and 56 percent of respondents are unsure of what is available (see Figure 28). When asked what respondents felt was needed to improve sports and

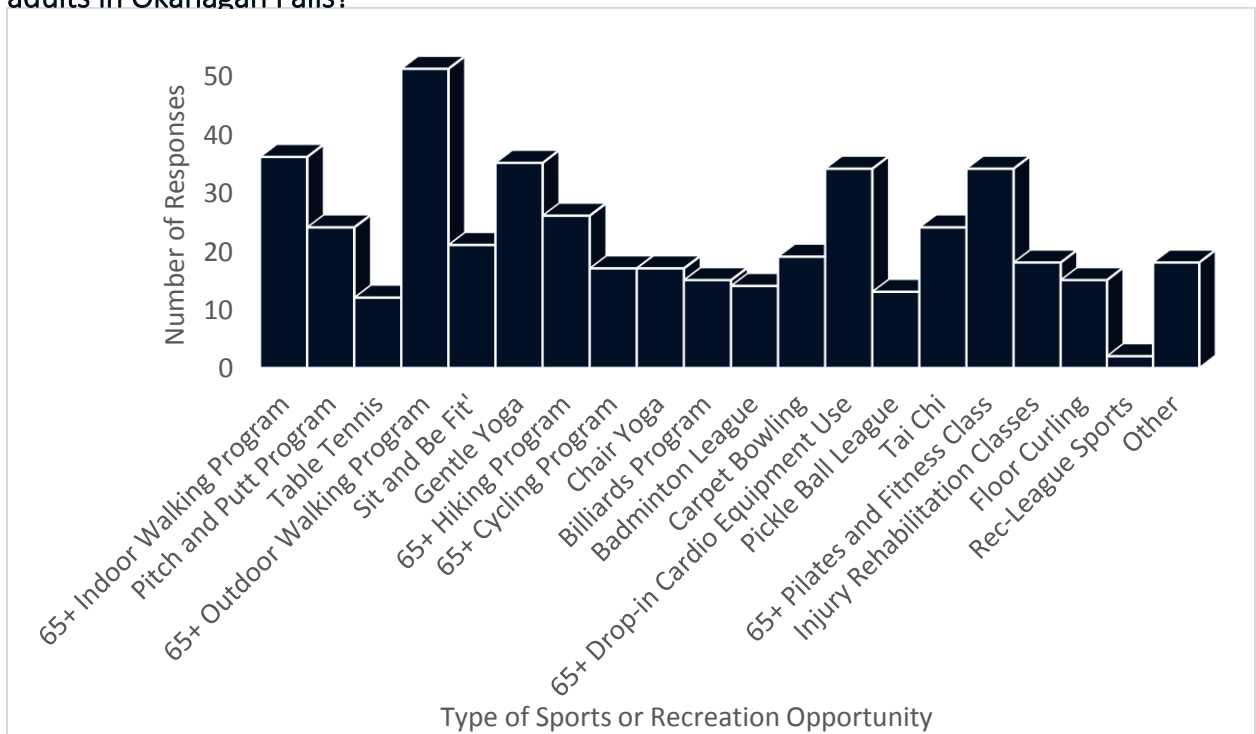
Figure 28: Are there a range of sports and recreation activities for older adults to choose from?



recreation in Okanagan Falls, top choices included: a 65+ outdoor walking program (n=51), a 65+ indoor walking program (n=36), gentle yoga classes (n=35), 65+ Pilates and fitness classes (n=34), and a 65+ drop in cardio equipment program (n=34) (see Figure 29). A variety of activities were also requested in the *other* category of this question. Top choices here included: bowling, tennis, swimming, aquafit, lawn bowling, bocce, and dancing. However, many of

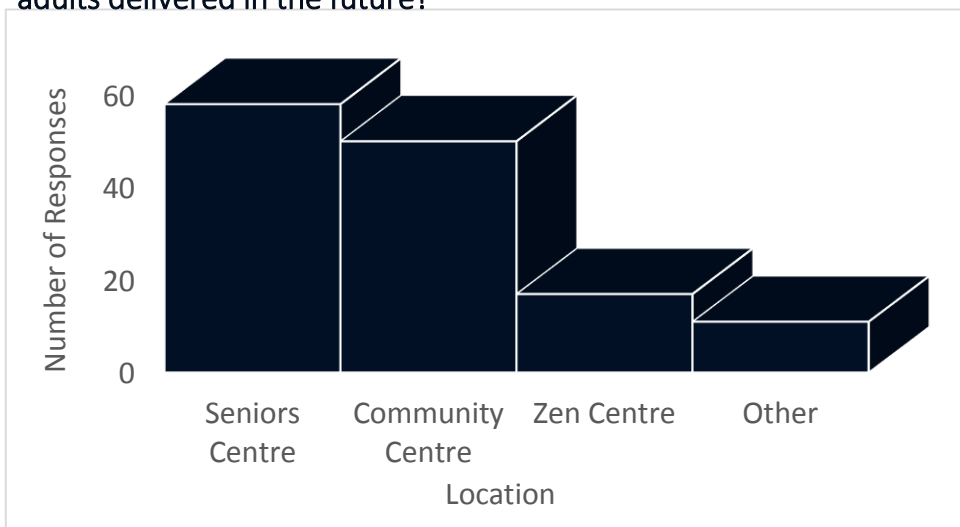
the activities deemed important are currently offered through Parks and Recreation. Currently available sports and recreation options in Okanagan Falls include: Spin and Sculpt, Spin, Group Fitness (with options for low impact exercises), Gentle Fit, Yoga, Chair Yoga, and Pickleball.

Figure 29: What is important to improve sports and recreation opportunities for older adults in Okanagan Falls?



Several participants suggested that if Okanagan Falls obtained seniors outdoor exercise equipment, exercise classes should be held for the use of this equipment. Participants thought that this equipment should be located in Centennial Park as it is close to both the Legion and the Seniors Centre. However, when asked about satisfactions with outdoor parks and recreation areas in Okanagan Falls a high percent of households (72%) were satisfied with current areas and although 20 percent of people were unsure, only 8 percent of people were unhappy with what is available. When asked about satisfaction with recreation, sports, arts and culture facilities most households were unsure (48%), while 33 percent of respondents claimed to be happy with currently available facilities, and 19 percent claimed to be unhappy. The last question about the location of recreation, sports, arts, culture, and educational activities in the Age Friendly Survey asked respondents where they would like to see future events and activities for older adults held. The greatest proportion of households identified the Seniors Centre as the top location to hold future events and activities (n=58), followed closely by the Community Centre (n=50) (see Figure 30). It should be mentioned, however, that some

Figure 30: At what location would you like to see programs for older adults delivered in the future?



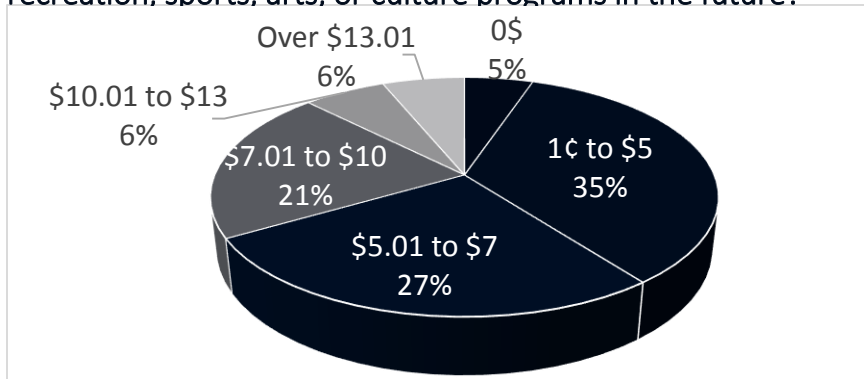
older adults feel that since the seniors centre requires a membership, that the community centre is a more inclusive venue to hold activities and events for older adults.

In an age friendly community it is

also important that the events and activities available are affordable to people with a range of incomes. Age Friendly Survey respondents were asked how much they would be willing to pay, per class, for recreation, sports, arts and culture events and activities; 35 percent of respondents would be willing to pay between 1 cent and 5 dollars, 27 percent would be willing to pay between 5 and 7 dollars, and 21 percent would be willing to pay between 7 and 10 dollars. This information suggests that participation in activities and

events will be greater if they cost less (around \$5) (see Figure 31). This is reinforced by the survey question that asked participants *What would make you more inclined to participate in community programs, activities or events?* The second most highly rated response was *If they were offered for free.*

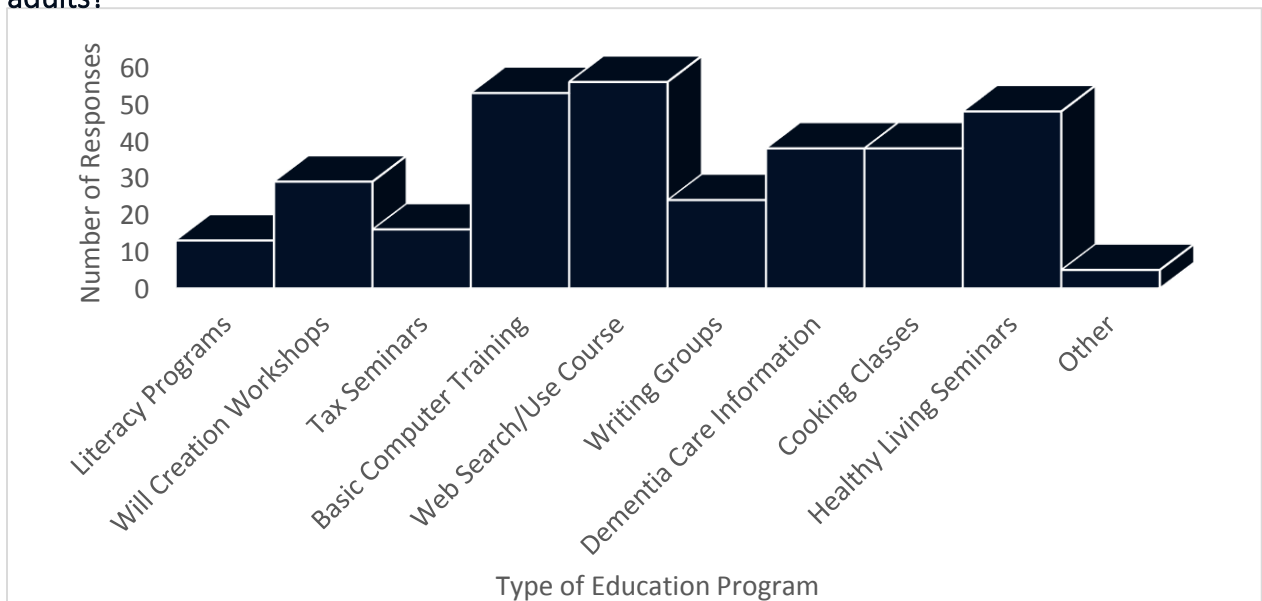
Figure 31: How much would you be willing to pay, per class, for recreation, sports, arts, or culture programs in the future?



Opportunities for education are also important for healthy ageing because they ensure that older adults can expand their breadth of knowledge and experience life-long learning in their community. A lack of

both education options and information about them were identified in the Age Friendly Survey; only 5 percent of respondents feel that there is a diverse number of education programs for older adults in Okanagan Falls, 34 percent feel that there are not enough, and 61 percent are unsure. In order to improve education for older adults, respondents would like to see internet search courses (n=56), basic computer training (n=53), and healthy living seminars (n=48) provided (see Figure 32). Respondents also added a

Figure 32: What education programs are important for improving Okanagan Falls for older adults?



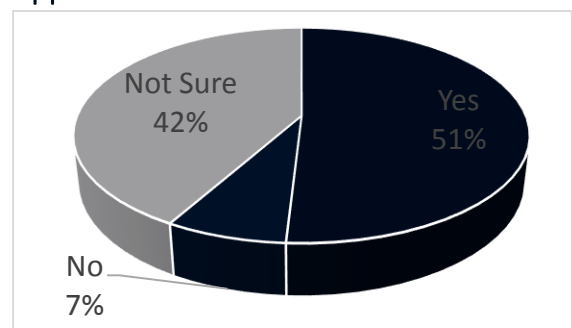
number of choices to the *other* category on the survey including: power of attorney information, raised bed gardening workshops, diabetes clinics, gardening techniques/types, healthy eating programs, fall prevention intervention, smart phone and tablet use courses, wine making classes and book clubs.

Overall, it is clear that Okanagan Falls has a good base of recreation, sports, arts and culture activities. As time goes on and the population of older adults increases it will be important to also increase and diversify the activities available. In the short term, however, the most important age friendly improvement to make in this category will be to increase awareness of and communication about the options available in Okanagan Falls (see communication and information section of this report). In almost every category, a high proportion of people were unsure as to what was offered in Okanagan Falls. It is also apparent that community members would like to see an increase in certain types of arts activities, particularly evening events such as dances and local theatre. Improvements to education for older adults in Okanagan Falls would also be welcomed by many older adults, especially surrounding the use of new technology. In each category it is beginning to become clear that there is a desire emerging for activities and events that differ from those traditionally offered for seniors and this is very reflective of the wide and growing range of older adults present in Okanagan Falls' 'senior category'.

COMMUNITY ENGAGEMENT AND EMPLOYMENT FINDINGS

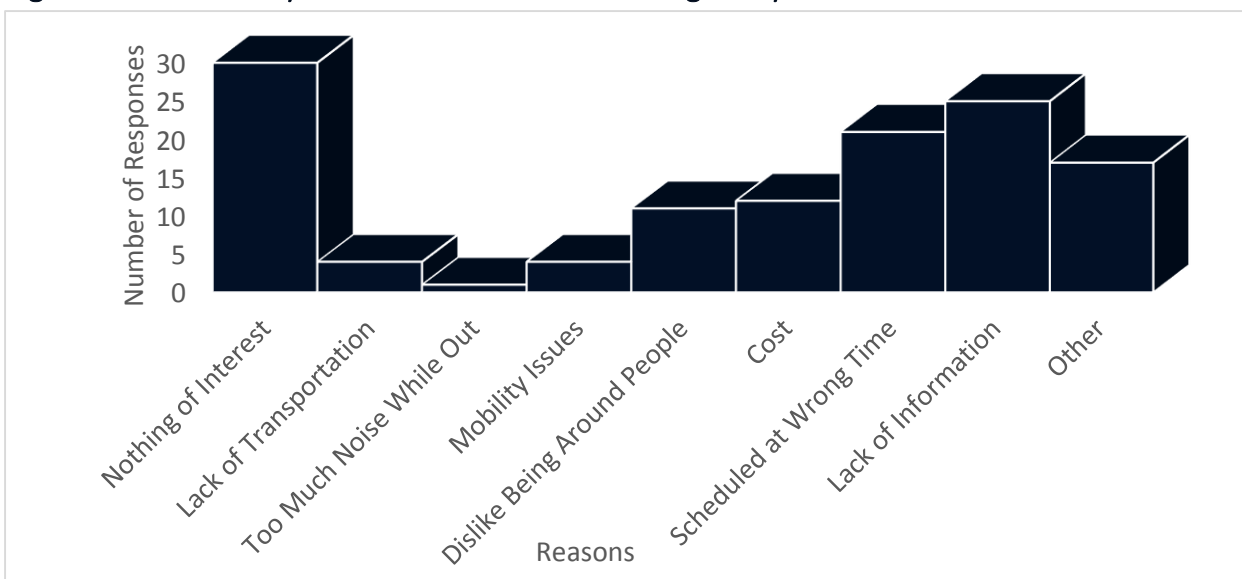
Age friendly communities will have measures in place to keep residents engaged and involved in their communities; they will have employment and volunteer opportunities for older adults and highly attended community events and activities. In Okanagan Falls, many older adults feel a real sense of community and connection to the area and a wide variety of volunteer opportunities for older adults were identified in the community (e.g. Ladies Auxiliary, Legion, Fire Department, Heritage Society, Parks and Recreation, etc.). In fact, the Age Friendly Survey found that 51 percent of respondents believe there are enough volunteer opportunities for older adults in Okanagan Falls and although 42 percent are unsure of the opportunities, only 7 percent actually do not believe there are enough volunteer opportunities (see Figure

Figure 33: Are there enough volunteer opportunities for older adults?



33). There is, however, a growing perception that the available organizations do not meet the interests of a large portion of older adults, and as a result, some organizations have a declining membership. A high rate of volunteer burnout for those who are involved has also been identified, largely as a result of a lack of support and volunteers being spread too thin. Personality differences and intergroup conflicts were also described by many and noted as a barrier to community engagement and the accomplishment of group goals. Overall, some significant challenges to engaging older adults in Okanagan Falls were identified during the assessment. In fact, the Age Friendly Survey found that 63 percent of respondents claim to not attend many programs, activities or events in Okanagan Falls. The top reasons for lack of participation listed were: nothing of interest (n=30), lack of information (n=25), and the time the activity is scheduled (n=21) (see Figure 34). In the *other* category the following reasons for low participation were also given: not being able to use portable washrooms at events, being too busy to attend, being unable to attend morning or daytime activities, lack of diverse options available at the seniors centre, health and vision challenges, lack of activities for active seniors, and lack of an indoor pool.

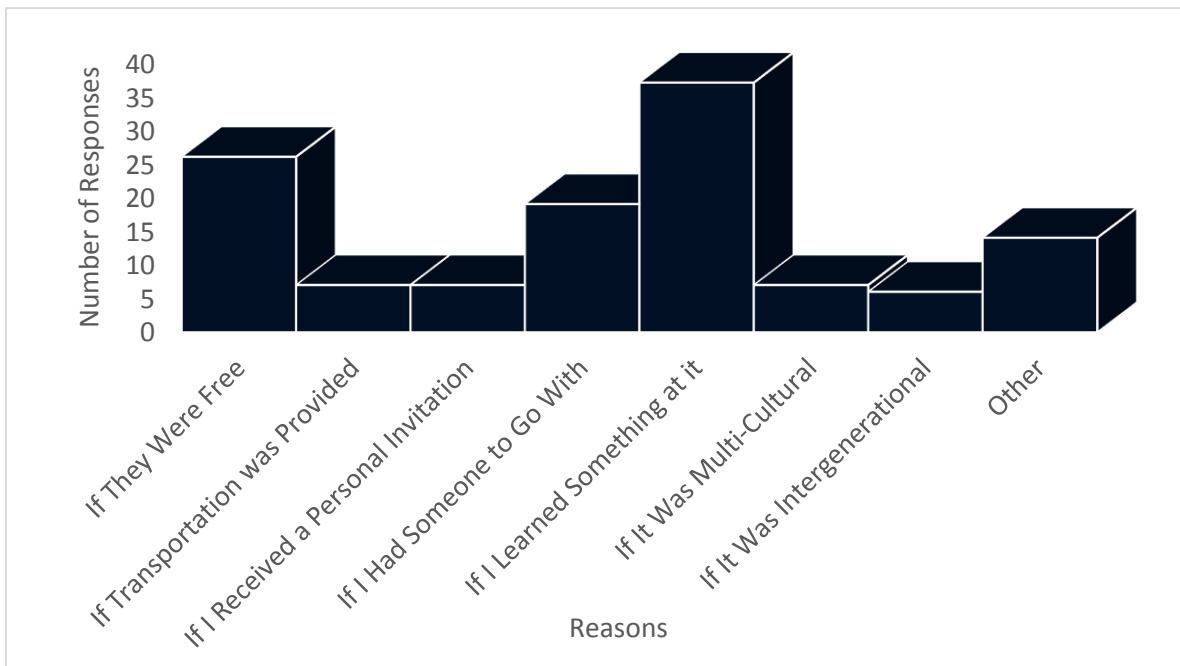
Figure 34: What are your reasons for not attending many events or activities?



In order to address low participation, respondents were asked what would make them more inclined to participate in community activities and the top answers were: *if I learned something at the event* (n=37), and *if it was offered for free* (n=26) (see Figure 35). *Other* reasons people would be more inclined to participate included: if accessible washrooms were available, if learning history was involved, if the group was pro-active, if

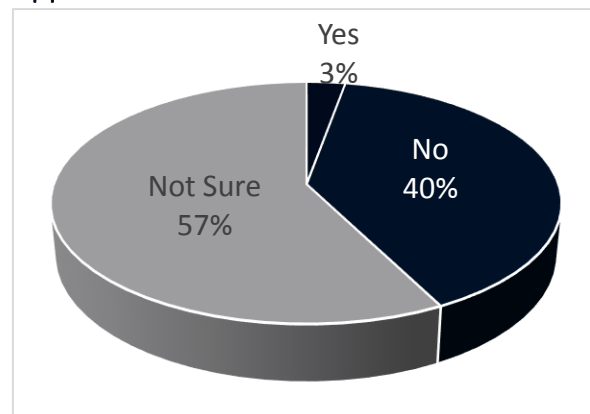
it was during the right time of day, if it was interesting, if there was more diverse programming available at the seniors centre, if more accurate and easily accessed information for the event/activity was available, and if the people involved were more welcoming.

Figure 35: What would make you more inclined to participate in community programs, activities, or events?



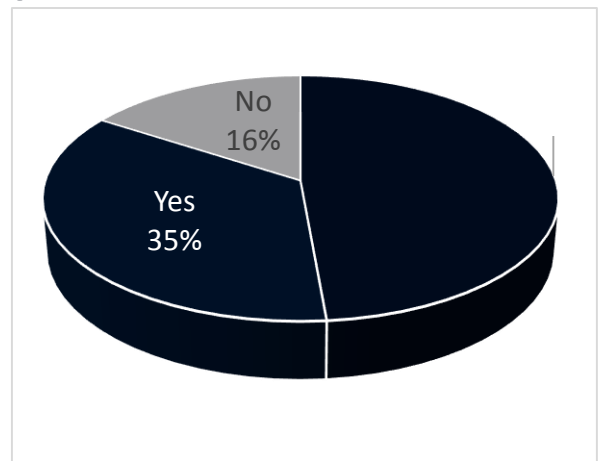
Although many older adults are retired, it is not uncommon for some individuals to still want to work part time or on short contracts. Interviewees explained that in many cases older adults are disengaged from paid employment in Okanagan Falls and that they are rarely looked to or targeted for local employment opportunities. According to the Age Friendly Survey, only 3 percent of respondents felt that there were enough employment opportunities for older adults in Okanagan Falls and 57 percent were unsure about this (see Figure 36), which suggests that there is a lack of visible senior employment retention campaigns (e.g. *Seniors Welcome to Apply*), in addition to few jobs for older adults.

Figure 36: Are there enough employment opportunities for older adults?



Opportunities for engagement with local government matters was a lesser issue than employment for older adults, although many respondents were also unsure about this issue. According to the Age Friendly Survey 49 percent of respondents are unsure about the opportunities to provide input on local government matters, 35 percent believe there are enough opportunities and 16 percent do not believe there are enough opportunities (see Figure 37). There have been three local community planning and research projects carried out in Okanagan Falls in 2014, the Town Centre Revitalization Project, the Transportation Study and the Age Friendly project and each of these projects asked for engagement from community members. Spreading the word about the opportunities available and specifically targeting older adults in these activities may result in a decrease in the percentage of those respondents who are unsure about the opportunities in this category.

Figure 37: Are there enough opportunities for older adults to provide input in local government matters?



The final Age Friendly Survey question in this section of the survey asked respondents to describe the most important overall improvement needed to enhance community and social engagement in Okanagan Falls; the most common responses were increased communication, followed by esthetic improvements to the community, and the need for more senior-focused activities and events. Overall, although many people feel connected to Okanagan Falls, the area faces some challenges in engaging older adults in various aspects of community life. Challenges to address in the future include: developing diverse engagement strategies, raising awareness about and enhancing senior employment opportunities, addressing volunteer burnout, and ensuring the opportunities available meet the needs and interests of a range of older adults. However, as viewed throughout this report, determining how to enhance community communication and information is a key issue that impacts each Age Friendly section, especially community engagement, and it needs to be addressed as Okanagan Falls moves forward.

COMMUNICATION AND INFORMATION FINDINGS

An Age Friendly Community has a two-way street of information: information coming in from community members, organizations, services, business and government, and information going out to all people in the area. This information should be easy to access by all community members and should be well publicized and communicated to residents. In Okanagan Falls, community members feel that one of the major communication benefits to the region is that it is small and tight knit, making word of mouth a successful strategy. However, word of mouth does not work for all older adults and it certainly does not work for those individuals who are isolated or less well-known in the community. As such, challenges with communicating information to Okanagan Falls area residents emerged often during the course of the Age Friendly Assessment. This does not, however, mean that information is not being released to the community. Currently, there are a number of different information sources in Okanagan Falls for older adults including: the Community News Section and Events Calendar on the Okanagan Falls Economic Development website, Okanagan Falls Parks and Recreation website and Facebook Page, Skaha Matters print and online newspaper which includes a community calendar, Okanagan Falls Daily News, and the bulletin board at the entrance of the Seniors Centre. However, the information available differs from site to site and the findings from the Age Friendly Assessment suggests that all of this information is not necessarily reaching or being absorbed by community members.

4 additional specific information challenges were discussed in interviews. The first surrounded the challenge of obtaining information on the different types of help needed as people age. When older adults enter their later years, they are often faced with many new choices and new challenges, from figuring out how to obtain help around the house, to determining how to make a will. Interviewees explained that as individuals get older, getting comfortable with asking for help can be challenging enough on its own, without spending hours and hours trying to find answers to each question faced. Although there are a variety of communication venues in Okanagan Falls, there is no single place or hub of resources with information on these topics, nor is there one designated individual in the community who can be contacted in these types of situations. Obtaining this type of information in Okanagan Falls can be very challenging for this cohort.

The second information and communication issue uncovered during interviews pertains to the challenge of providing consistent information to a diverse group of individuals,

who have different levels of ability and different ways in which they find out what is going on in Okanagan Falls. Although there are many different sources of information, some older adults still experience gaps in their knowledge of community news, events and activities. In the future, the challenge will be to create one source of information that is targeted just to older adults, is available in different formats (e.g. online, print, bulletin board, etc.), is consistent across each format, is a collection of all information available, and is well advertised and accessible to older adults.

The third information and communication issue discussed was the lack of communication and information exchange between the different groups in the community despite the presence of an Okanagan Falls partnership group. Furthermore, there was mention of some intergroup conflicts and personality differences which may contribute to this lack of exchange; when groups are not working together in a community the size of Okanagan Falls it can result in overlapping agendas and inefficient use of resources. Enhancing age friendly communication and cooperation between the different community organizations that involve older adults is a challenge that will need to be addressed in order to fully develop as an age friendly community in the future.

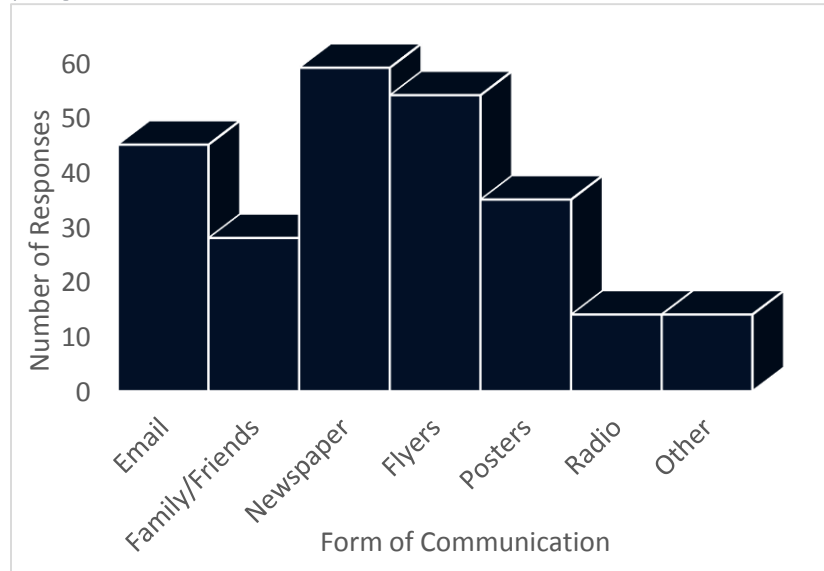
The final information and communication issue uncovered during interviews is that many older adults feel that there is a lack of age friendly health information available in the community (e.g. in print form, in large print, in easy to interpret language, etc.). In fact, in the Age Friendly Survey, 21 households claimed that health service information was one of the top 4 services required to improve health care in Okanagan Falls. Interviewees discussed the challenges of figuring out the answers to health questions on topics like Pharmacare or medical conditions, with the currently available provincial resources. Interviewees also explained that many of the resources available are often found only online. For example, the BC Health Guide Handbook is no longer available to order in print format. Determining how to provide older adults with health information that is easily accessed and in appropriate formats is integral to Okanagan Falls' development as an age friendly community.

In reviewing the findings of the Age Friendly Survey, 6 questions were identified where the greatest proportion of respondents were unsure of what was available, including: opportunities for input in local government matters; volunteer opportunities for older adults; employment opportunities for older adults; recreation, sports, arts, and culture facilities; educational opportunities, and a range of sports and recreation opportunities.

Moreover, when respondents who do not attend many events and activities in Okanagan Falls were asked to explain their lack of participation, *Lack of Information* was the second most frequent answer. In order to address the lack of information theme present in the Age Friendly Assessment, respondents were asked to indicate how they would prefer to receive communication.

The greatest proportion of respondents (n=59) indicated that the newspaper was their preferred means of receiving information, followed by flyers (n=54), and email (n=45) (see Figure 38). It should be mentioned that although Skaha Matters was included as a part of the Newspaper category several survey respondents felt inclined to write Skaha Matters onto their survey to emphasize it as a good option for information dissemination.

Figure 38: What is your preferred means of receiving communication about community events, activities, or programs?



Lack of information and communication challenges is a theme that emerged throughout the Age Friendly Assessment. Addressing these challenges will involve improving access to knowledge of community activities and enhancing engagement between different community organizations. It will also involve paying close attention to seniors needs when trying to release materials to the public, from health facts to opportunities for employment. Regardless of what is available to older adults in Okanagan Falls, if residents are unaware of these opportunities, they will be unable to enjoy all that the community has to offer.

RESPECT AND SOCIAL INCLUSION FINDINGS

Age Friendly Communities are respectful to older adults and have measures in place to ensure that all older adults are included in community life. Community members in Okanagan Falls largely feel that they have made a lot of progress in this area. In fact, the

majority (72%) of survey respondents feel that older adults in Okanagan Falls are treated with respect (see Figure 39), and only 21 percent of older adults feel that social exclusion is an issue for older adults in the community. Furthermore, interviewees explained that older adults have several venues for socialization in the community; many older adults belong to different local organizations and clubs, and the seniors centre and legion provide many socialization opportunities for older adults. Within these organizations there are many events put on that include older adults, such as pancake breakfasts, coffee and music, and potlucks. The Age Friendly Survey also found that the majority (69%) of respondents have good social support networks in Okanagan Falls (see Figure 40), despite the fact that only 29 percent of respondents have family in the community.

Figure 39: Are older adults treated with respect in Okanagan Falls?

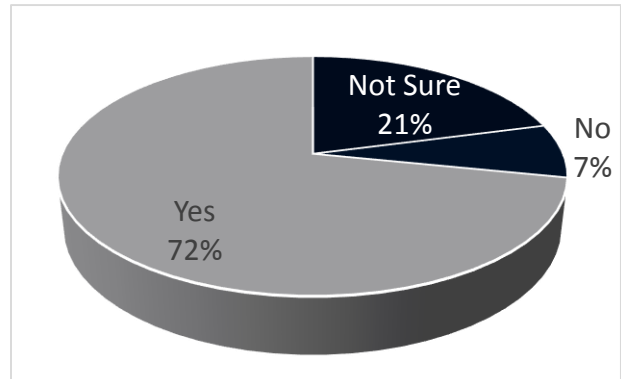
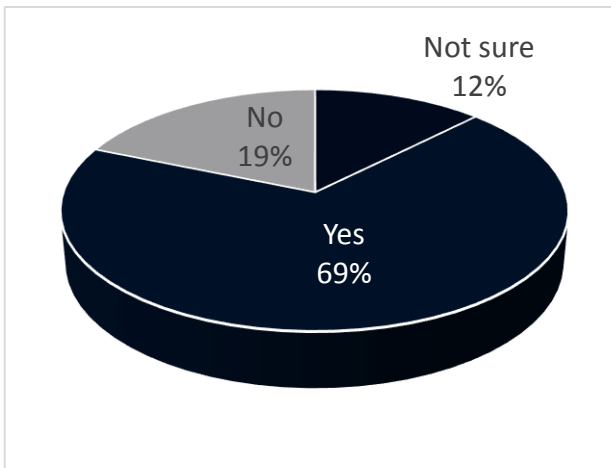


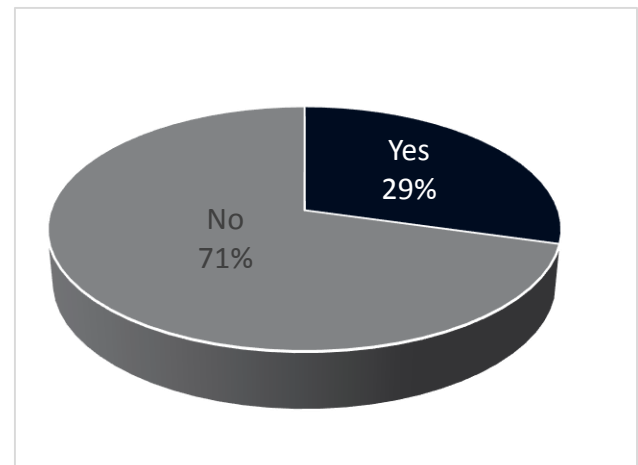
Figure 40: Do you have family or friends in the area who could be thought of as a support network?



Despite the opportunities described above, there are still a portion of individuals in the community who are experiencing social isolation, especially those residents who do not belong to local groups or organizations, some newcomers, and older adults with low mobility who are living in periphery areas of the community. To combat this issue it is important to attempt to make all community events and activities, not just available to older adults, but

many socialization opportunities for older adults. Within these organizations there are many events put on that include older adults, such as pancake breakfasts, coffee and music, and potlucks. The Age Friendly Survey also found that the majority (69%) of respondents have good social support networks in Okanagan Falls (see Figure 40), despite the fact that only 29 percent of respondents have family in the community.

Figure 41: Do you have family in Okanagan Falls?



welcoming to them. Ensuring events and activities are welcoming might involve making membership requirements optional. It also may involve ensuring that transportation is organized to events or activities for those with transportation or mobility challenges. It also might involve developing a strategy to ensure that all newcomers are reached with community information and personally invited to upcoming events. The information challenges discussed in the previous section can also be closely tied to the issue of social exclusion and social isolation; therefore, it is important that the role of information provision and dissemination on getting community members involved and included is considered.

As discussed in earlier sections, the ‘seniors’ category includes a diversity of people, ages and abilities and this variety is also not always recognized in addressing social isolation and other issues facing seniors in Okanagan Falls. As a result some older adults in the community experience social exclusion because they are uninterested in the traditional activities and events available to seniors in Okanagan Falls. Working towards a situation where there are diverse activities available, including those that meet the needs of people who are more interested in individual activities, should begin to alleviate some forms of isolation experienced in the community. It should be mentioned, however, that this issue was well recognized by community members in Okanagan Falls and a shift in this direction has already begun.

Overall, many older adults in Okanagan Falls feel that they are treated with respect and have opportunities to be included in society. Although this is not the case for all community members, it is an area of concern that many are cognizant of. In the future, it will be important for Okanagan Falls’ development as an age friendly community to continue to treat older adults with respect and uncover unique ways, which speak to the diversity in the ‘seniors’ category, to include older adults in community life.

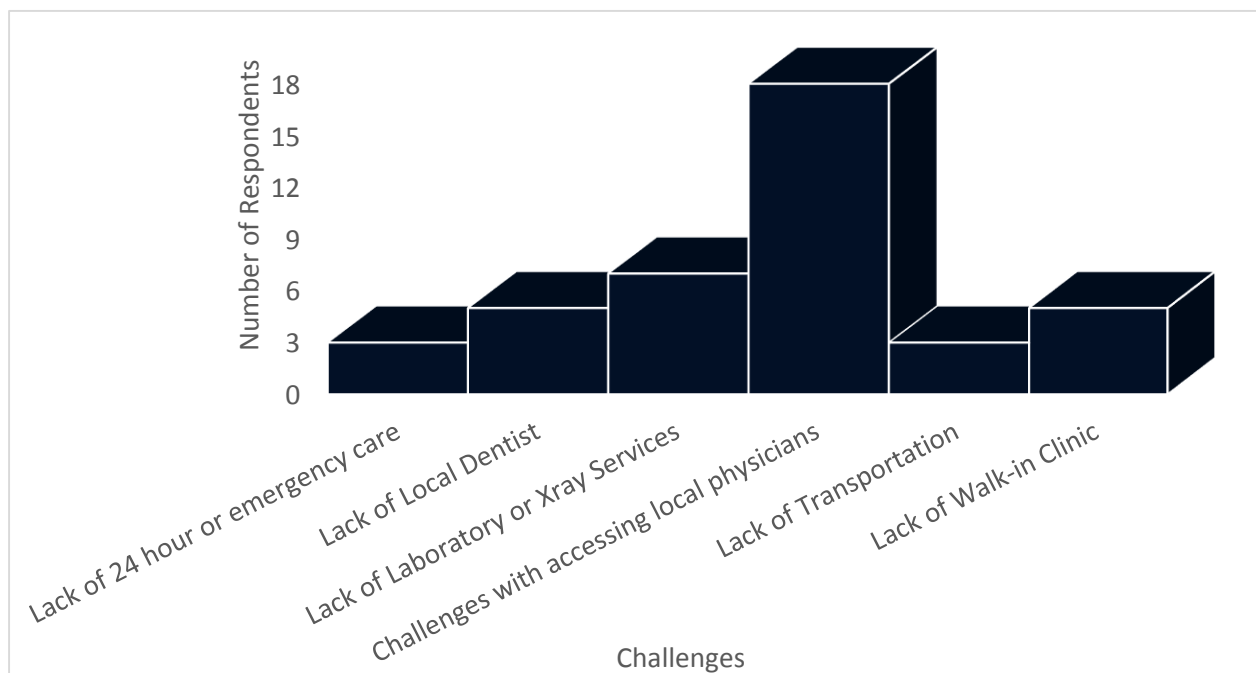
COMMUNITY AND HEALTH SERVICES

In an age friendly community older adults will have easy and affordable access to the services and amenities they need, including access to healthy food, and health care services. In Okanagan Falls, there is a strong sentiment amongst residents that the community has most of the basic services needed for healthy living – physicians, a pharmacy, a grocery store, places of worship, and a café and restaurants where older adults can congregated and socialize. Okanagan Falls also has a few age friendly services that go beyond the basics, like Meals-on-Wheels and prescription delivery on Tuesdays.

However, some community members explained that the cost of goods and services in Okanagan Falls can pose a challenge. Apparently the costs of some amenities can be higher in Okanagan Falls due to the size and customer base available in the community. Some older adults on fixed incomes find it challenging to meet their needs with what is available in the community, but cannot afford to travel to meet their needs elsewhere.

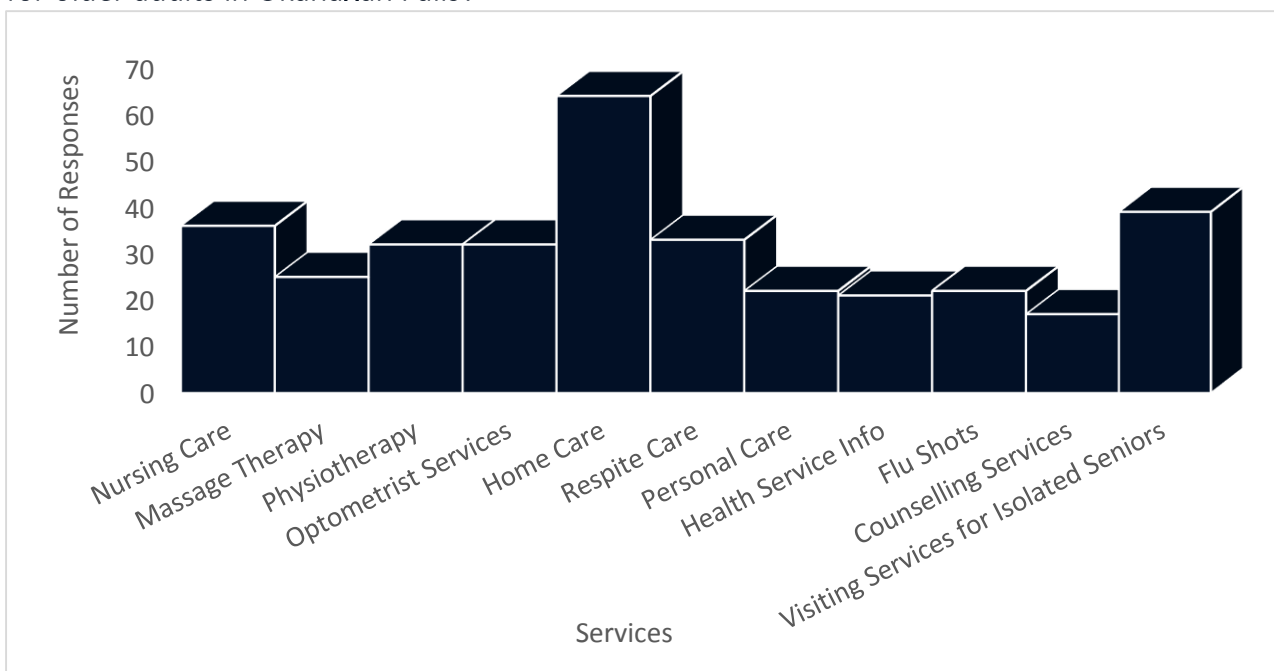
A large portion of mobile residents, however, do travel to Penticton (20 km north) to meet many of their needs, including much of their shopping, any secondary or tertiary health services, and all laboratory and x-ray services. In fact, many Age Friendly Survey respondents claimed that even their family physician was located in either Penticton or Oliver (21 km south). This is consistent with the findings of the Age Friendly Survey which suggests that some community members are unhappy with health services in the community; 34 percent of respondents do not feel that primary health services in Okanagan Falls are sufficient, 31 percent feel they are sufficient and 35 percent are not sure. When asked to provide details about the issues with health care in Okanagan Falls the top 2 responses were challenges accessing local physicians, and the lack of laboratory and x-ray services (see Figure 42). For some community members, these health care issues eventually resulted in relocation; interviewees described several situations where older adults were forced to leave the community due to the lack of available health services that enable aging in place in Okanagan Falls.

Figure 42: Reasons for Dissatisfaction Health Care in Okanagan Falls



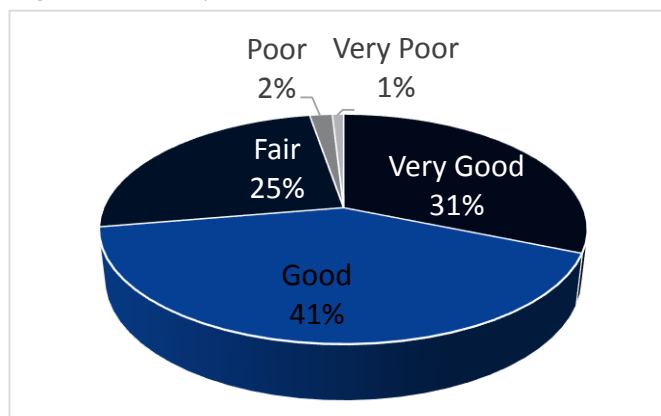
In order to address the health concerns of residents, survey respondents were asked to explain what was needed to improve health care in Okanagan Falls for older adults. The top responses on the health services needed were home care (n=64), visiting services for isolated seniors (n=39), nursing care (n=36) and respite care (n=33). When asked a similar question about what was needed to improve community services for older adults, top responses included: home repair/maintenance (n=55), winter yard work (n=48), summer yard work (n=46) and home cleaning services (n=46) (see Figure 43).

Figure 43: What are the top 4 most important health services needed to improve health care for older adults in Okanagan Falls?



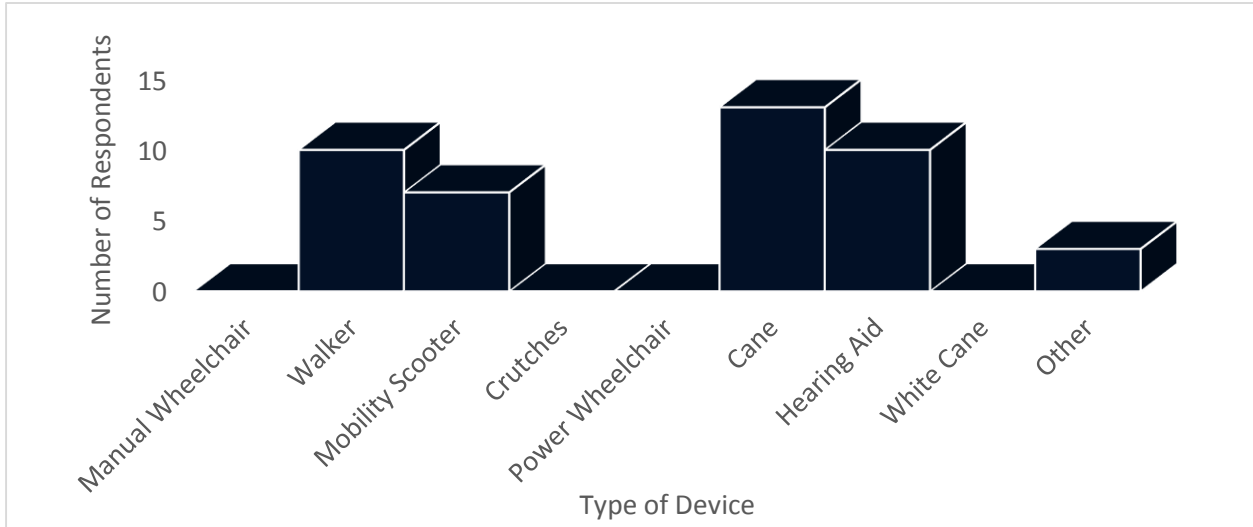
Many of the above responses reflect the perceived future needs of this population since at this time health challenges (and therefore the need for extended health services) are not facing the majority of older adults in Okanagan Falls. According to the Age Friendly Survey, the majority of respondents feel that their health is good (41%), followed by very good (31%) and fair (25%) (see Figure 44). Furthermore, only 20 percent of respondents currently use a mobility device, and the majority of

Figure 44: Respondent's Health Status



these individuals used a walker (n=12), hearing aid (n=12) or mobility scooter (n=10) (see Figure 45).

Figure 45: Type of Assistive Device Used by Respondents



Although most residents feel that Okanagan Falls' proximity to Penticton is a major asset because many services are nearby, some older adults, especially those who lack transportation, are uncomfortable with highway driving or cannot afford to travel frequently to Penticton, experience challenges accessing those services unavailable in the community. This lack of accessibility will likely become a larger issue as the percentages of healthy and mobile individuals shift and the population continues to age. It is likely that concerns with access to health care services like laboratory testing, x-ray, home care and home repair will become even more pertinent as time goes on, and meeting the health and service needs of residents will need to become a community priority.

MOVING FORWARD: AGE FRIENDLY RECOMMENDATIONS

USING THIS SECTION

The following pages outline the action plan for ensuring that Okanagan Falls continues down the Age Friendly road. The plan is broken down into 8 thematic sections that represent the different areas of improvement for the community. Each of these sections are further split into 4 subsections: vision, strengths, challenges and recommendations. The vision subsection describes what residents would like Okanagan Falls' to look like in the future both on and under the surface. The strengths subsection includes bullet summary points of the key assets found from the entire Age Friendly Assessment. The challenges subsection includes bullet summary points of the key issues found from the entire Age Friendly Assessment. The recommendations subsection includes each of the actions recommended to achieve Okanagan Falls' vision for an age friendly community. These actions were derived from the ideas and suggestions of community members, and were then refined through detailed research and best practice reviews.

OUTDOOR SPACES, PUBLIC BUILDINGS, AND SAFETY

***Community Vision:** Okanagan Falls is an esthetically pleasing, well maintained community that maintains its smaller size and character and draws attention to its assets. Outdoor spaces and buildings are safe, easy to use and accessible, especially around the highway, and key areas of the community are connected with accessible, and scooter-friendly walking paths.*

STRENGTHS

- ❖ Okanagan Falls is home to many beautiful parks and recreation areas (e.g. Skaha Lake, Kettle Valley Railway Trail, Vaseux Lake, etc.).
- ❖ Many residents feel that Okanagan Falls is a nice place to live while being both quiet and tranquil.
- ❖ The Okanagan Falls town site is easy to get around because it is small and largely flat.
- ❖ The community has a Seniors Centre and active Legion.
- ❖ Most of the public buildings are in a centralized location near the highway.

CHALLENGES

- ❖ Some older adults perceive crime and drug use to be a visible issue in Okanagan Falls.
- ❖ There are concerns that the construction of a nearby prison may result in an increase in criminal activity in Okanagan Falls.
- ❖ Some community members are very concerned with the esthetic state of core areas of Okanagan Falls and believe that esthetic improvements are needed.
- ❖ The community lacks sufficient crossing areas in key high use areas, especially on Highway 97.
- ❖ There are a lack of outdoor seating areas in Okanagan Falls and on the nearby Kettle Valley Railway Trail.
- ❖ There are a lack of sidewalks in high use areas of the community.
- ❖ There are stairs at many of the entrances of older adults' homes.
- ❖ Maintenance of roadways and walking areas needs improvement.

RECOMMENDATIONS

- ❖ Grants should be sought out for improving universal access to current community structures and infrastructure.
- ❖ Develop an accessible washroom rectification initiative to ensure there is at least one wheelchair accessible washroom at every accessible recreation site or every 5 km on each accessible pathway.
- ❖ Develop an age friendly community pathway that provides older individuals with barrier free access to key senior hubs in Okanagan Falls. This pathway should connect with pre-existing pathway infrastructure. The pathway should have two lanes and should be wide enough for two scooters to pass side by side (2.2 m wide). The pathway should be accessible to people using all different types of mobility devices, and people walking or using bicycles. The pathway should be well signed with standing and ground signage. The pathway should have well painted centre and side lines in either bright yellow or white to assist people with visual impairments.
- ❖ Develop a bench dedication program to increase the presence of age friendly benches along 1 km or longer stretches of road, sidewalk or pathways between key community hubs.
- ❖ Lobby the Ministry of Transportation to provide additional safe crossing areas across the Highway 97, including near Ash St and 12th Ave. Future crosswalks should include standing and ground signage and flashing lights (either on a crosswalk sign or on a solar powered speed sign).

- ❖ Lobby the Ministry of Transportation to develop a separated walking path on one side of McLean Creek Rd. from Peach Cliff Estates to Highway 97. This pathway should connect with the proposed Age Friendly Pathway.
- ❖ Develop a downtown revitalization subcommittee of the age friendly committee to focus on downtown esthetic improvements that would address the age friendly challenges in this category. Some of the committee responsibilities could include organizing graffiti removal, clean-up days and beautification initiatives. This committee should work with Okanagan Falls Economic Development Office.
- ❖ Provide local businesses and services with grant writing assistance to obtain automatic doors or entrance way accessibility upgrades.

TRANSPORTATION AND MOBILITY

***Community Vision:** Okanagan Falls is easy to move around using any mobility device and has a variety of functional local and regional transportation options that are available, accessible and affordable for older adults.*

STRENGTHS

- ❖ Many residents feel the community is easy to travel around because of its small size.
- ❖ Most residents do not have challenges getting in and out of vehicles.

CHALLENGES

- ❖ There is no one available to teach people how to use mobility devices.
- ❖ There is a lack of sufficient local and regional transportation for those older adults who do not drive.
- ❖ Residents often need to travel to Penticton to meet their needs.
- ❖ Many older adults need to travel for medical appointments and related endeavors.
- ❖ There is no local taxi service in Okanagan Falls.

RECOMMENDATIONS

- ❖ Develop a mentorship group and frequent workshops to teach people how to use a variety of mobility devices, especially mobility scooters.

- ❖ Explore funding options to develop a weekly subsidized transportation trip for older adults to the Penticton Community Centre Swimming Pool. The trips would require a volunteer driver and vehicles, as well as funding for fuel, specialized insurance and community centre fees. Spots in the vehicle would need to be booked in advance and if successful a local non-profit society should explore funding options to purchase a large wheelchair accessible shuttle van that could be used for this and other trips (see recommendation below). The pool trips should be coordinated to coincide with aquafit for those who would like to participate, but participation should be optional.
- ❖ Explore funding options to purchase a large wheelchair accessible shuttle van to be used for age friendly trips in the Okanagan Falls and the surrounding region. Consider developing a community fund that would be used to help supplement the costs of purchase, maintenance, and insurance.
- ❖ Ensure that future public transit goes to key community and senior hubs in Okanagan Falls and goes to Penticton 5 times a day.
- ❖ Develop a transit add-on service that does door to door handydart transportation a few hours a day in Okanagan Falls for people with substantial mobility challenges.
- ❖ Develop an agreement with a Penticton taxi company to provide service in Okanagan Falls on certain days of the week and at specific hours. The days and hours should be the same each week and should be well advertised to ensure that older adults could plan their trips for these times. Working with a local volunteer to pre-book Okanagan Falls trips may assist with getting the taxi to serve Okanagan Falls without charging local older adults the cost of travel between Penticton and Okanagan Falls.
- ❖ Provide information to older adults on how to obtain discounted transit passes for the new transportation system.
- ❖ Once the new transit system is developed, create an age friendly transit try-out program to help older adults become comfortable with the new system. The program should involve two types of trips: a trip with an off-duty bus to get people comfortable getting on and off the bus (especially people with mobility issues) and identifying stops, and a trip using the bus schedule to go to Penticton run errands and come back through the different areas in Okanagan Falls. The trips should be well organized and advertised in advance to ensure high rates of participation.

HOUSING

Community Vision: Okanagan Falls is a community that responds to the changing housing and support needs of its community members to enable older adults to age in place over time. The community has a wide range of seniors housing options, meeting a variety of support needs and income levels.

STRENGTHS

- ❖ Many older adults feel that the cost of housing in Okanagan Falls is relatively inexpensive in comparison to other nearby areas.
- ❖ Many older adults want to continue living in Okanagan Falls for retirement.

CHALLENGES

- ❖ There is a lack of seniors rental housing in Okanagan Falls.
- ❖ There is a lack of affordable/subsidized seniors housing in Okanagan Falls.
- ❖ There is a lack of available seniors housing in Okanagan Falls with different levels of support and services.
- ❖ There are stairs at the entrances of many older adults' homes.

RECOMMENDATIONS

- ❖ Develop a long term strategy to construct a seniors mixed-care housing facility in Okanagan Falls. The facility should have available independent, supportive and assisted living units and should have options for subsidized and pet-friendly units. This should be a joint venture involving partners from government and private sectors.
- ❖ Explore the need to create additional seniors housing accommodations over time.

***Community Vision:** Okanagan Falls has frequent and varied opportunities for socialization, education, entertainment, recreation, sports, arts and culture during different times of the day, and these activities meet the needs of the wide range of ages and abilities in the older adults category. Facilities for these activities are accessible and welcoming to all community members.*

STRENGTHS

- ❖ Many community members already feel that there are quite a few opportunities for independent seniors in Okanagan Falls (e.g. Yoga, Pool, Bingo, Crib, Carpet Bowling, Pot Lucks, etc.).
- ❖ The Seniors Centre and Legion put on various functions each year that older adults can attend.
- ❖ The Parks and Recreation Department works hard to provide activities for community members of all ages.

CHALLENGES

- ❖ Finding a venue for dances and people willing to organize them can be challenging.
- ❖ Many residents feel that there are not enough activities to meet the needs and abilities of a varied age group of people, especially those not interested in pool, crib, bingo or carpet bowling.
- ❖ Planning activities during the time of day that works best for all older adults is challenging.
- ❖ Okanagan Falls lacks some arts activities such as theatre and dance.
- ❖ Many community members feel a pool is needed for recreation and rehabilitation, especially in the winter.
- ❖ Finding transportation to local events and activities can be a challenge for some older adults.

RECOMMENDATIONS

- ❖ Develop a sign up protocol for all activities that provide 2 time of day options to potential participants. This would allow activities to be held at the time of day that works for the majority of people involved.
- ❖ Develop an age friendly field trip series where older adults with mobility challenges could go on monthly themed outings in the Okanagan-Similkameen region.
- ❖ Develop a monthly age friendly evening event that would include dinners, dancing, live music, and movies. In the summer, some of these events could be adapted to function in an outdoor venue such as the park. Work on developing a permanent indoor venue where most events could be hosted that doesn't require membership fees for use.
- ❖ Develop an age friendly community garden, coupled with a strategy to improve older adult's access to healthy affordable food.
- ❖ Explore funding options to install age friendly outdoor exercise equipment at one of the parks in the community.
- ❖ Develop a trial or introductory week where all older adults can go to every recreation and sports class available for free before making a decision on which to take. Whenever possible, offer additional classes during this week (both in type and number of times a week they are running).
- ❖ Develop or reformat an Age Friendly Exercise class that would run twice a week that would guide older adults through different sets of low impact balance and strengthening exercises. The class should provide participants with two levels of difficulty and this feature should be well advertised in the class description.
- ❖ Develop an age friendly walking and rolling club that would involve participation in journeys through different areas of the community once a week. In the winter and on poor weather days an indoor location for walking (e.g. the community centre gym and school hallways) should be obtained. The journeys would be in areas accessible to all community members and should end with tea at Dogtown or another local venue. The journeys should cater to people with a variety of mobility challenges (e.g. scooters users, people with visual impairments, people using walkers, etc.) and function to increase comfort with pedestrian travel through Okanagan Falls. The walking club could include distance competitions (based on attendance) and annual awards and prizes to encourage participation. Volunteer transportation to the walking club will be an important aspect of this activity.
- ❖ Develop a discussion group for older adults at the library that would involve different topics each month. The group could be organized by one volunteer but

should involve the topics deemed important by the group members. The group should be advertised in a variety of areas before commencing.

- ❖ Consideration should be given to creating a drop-in fee for all age friendly recreation and sports classes for those who cannot commit to every class.
- ❖ Develop a long term strategy to increase the recreation options offered to seniors. This strategy should be developed in partnership with Parks and Recreation, the Seniors Association, the Legion and the Ladies Auxiliary.

COMMUNITY ENGAGEMENT AND EMPLOYMENT

***Community Vision:** Okanagan Falls is a place where different types of organizations are able to develop and flourish by pursuing endeavors that local individuals find interesting. It is also a community where seniors actively participate in the programs available and frequently use available facilities.*

STRENGTHS

- ❖ There are a lot of organizations available for older adults to participate in (e.g. Ladies Auxiliary, Legion, Fire Department, Heritage Society, Parks and Rec, etc.).
- ❖ Many older adults feel both connected to Okanagan Falls and feel a sense of community here.
- ❖ The community kitchen in the Community Centre is an asset.
- ❖ Many people are willing to lend a hand in Okanagan Falls.

CHALLENGES

- ❖ Personality differences and intergroup conflicts can impact the ability of community groups to partner with other organizations and accomplish tasks.
- ❖ Older adults are rarely looked to or targeted for local employment opportunities.
- ❖ It can be challenging to find individuals to take on executive roles in local organizations that are largely populated with older adults.
- ❖ It can be hard to get the majority of older adults involved in community events.
- ❖ Many residents feel the community lacks control over its own destiny because it is unincorporated.
- ❖ It can be challenging to engage isolated older adults.
- ❖ Some of the well-established volunteer organizations have declining membership.

- ❖ Volunteer burnout is an issue in Okanagan Falls.
- ❖ There are a dwindling number of volunteers and few succession strategies for volunteer-based organizations.

RECOMMENDATIONS

- ❖ Explore funding options to hire a full-time age friendly advocate to assist with age friendly community engagement and age friendly plan implementation. This person should be a local older adult.
- ❖ Develop an age friendly winter festival or celebration that different community members and organizations could partner to put on. The festival should have 2 main purposes: to bring community members together to work on a worthwhile cause in order to combat some of the interpersonal conflicts currently present, and to combat the isolation that the winter months brings for older adults with mobility challenges. Transportation to events will need to be a key consideration in the planning stages of this event.
- ❖ Create an intergenerational knowledge transfer program that would engage people of all ages (with a focus on seniors and youth) in knowledge exchange activities. The program would consist of both units (weeks on one topic) and workshops (single day topics). Potential topics could include: local history, farming and agriculture, computers and tablet use, internet searches, online music searches, gardening and food preservation.
- ❖ Develop consistent daily drop-in hours (e.g. 10am – 4pm, Monday to Friday) at the seniors centre or community centre to provide older adults (who are experiencing some isolation) with a place to visit and have a cup of tea or coffee. The drop-in hours should be facilitated by a different volunteer each day who would ensure that the doors were open and people were welcomed. If an age friendly advocate or coordinator is hired, they could run some of the drop-in hours.
- ❖ Talk to local groups about their desire to attend a *Volunteer Workshop* in Okanagan Falls each year, to assist local groups with developing approaches to: recruiting and retaining new volunteers, creating succession strategies, restructuring executive positions, delegating tasks, constructing objectives and goals, and successfully mediating meetings and challenging situations. The workshop should be open to all community members but should be strongly encouraged for those in executive positions in local organizations.
- ❖ Include information on older adults' employment opportunities in the information hub (in the following section).

***Community Vision:** Okanagan Falls is a community that has built-in communication and participation structures for seniors in all areas of community life, which includes a communication agency that engages all community members (e.g. newcomers, and isolated older adults).*

STRENGTHS

- ❖ The community is small and tight knit making word of mouth often successful.
- ❖ The community has many sources of information including news sources and community calendars.

CHALLENGES

- ❖ Some older adults have a hard time accepting that they need help as they begin to lose their independence; finding and obtaining the help requiring can also be difficult.
- ❖ It can be challenging to provide a varied group of older adults with information on the activities and events occurring in Okanagan Falls.
- ❖ There is not always enough communication between each of the community groups.
- ❖ There is a lack of age friendly information on a variety of health topics (e.g. Pharmacare, MSP, Support Services, etc.).
- ❖ Lack of information sometimes impact older adults' ability to participate in local activities.

RECOMMENDATIONS

- ❖ Develop a comprehensive age friendly communications strategy and partnership. This would involve getting all age friendly relevant community organizations together to poll their information into one central source – an information-hub. This information should then be distributed to local seniors in multiple recognizable formats. This may also require the development of a phone-in committee to update isolated individuals on the age friendly events occurring in Okanagan Falls. The strategy should involve various methods of enhancing

awareness about the availability of information. Information on the available volunteer opportunities in Okanagan Falls should be organized and posted alongside the information listed above.

- ❖ Develop a monthly age friendly newsletter section in the newspaper that could act to inform local older adults on what is available to them.
- ❖ Develop an age friendly online and print directory that older adults can use to find answers to their general questions, from ‘how do I receive a handicapped parking pass?’ to ‘what kinds of exercise classes could I take in Okanagan Falls?’
- ❖ Release an age friendly recreation guide for each season in Okanagan Falls. The guide should include all the recreation opportunities from around Okanagan Falls from Cross Country Skiing to Yoga at the Zen Centre. The guide should be in large font and should be mailed to community members and available for free at key community locations (e.g. grocery store, pharmacy, and bank). It may be coupled with a recreation guide for all ages, but should have a specific section for older adults.

RESPECT AND SOCIAL INCLUSION

***Community Vision:** Okanagan Falls is a community where older adults want to remain into old age, that includes and engages community members from all walks of life, and works towards removing any negative stigma associated with the word senior.*

STRENGTHS

- ❖ Many older adults belong to organizations and clubs in Okanagan Falls.
- ❖ The Seniors Centre and Legion provide a venue for socializing with older adults.
- ❖ Community members feel the small size of the community is an asset because many social bonds exist.
- ❖ Several opportunities for socialization exist (e.g. pancake breakfasts, coffee and music, potlucks, etc.).
- ❖ Many older adults feel they have a good support network in Okanagan Falls.
- ❖ Most older adults feel they are treated with respect in Okanagan Falls.

CHALLENGES

- ❖ Some community members feel that negative attitudes can impede progress in Okanagan Falls.
- ❖ The ‘seniors’ category includes a diversity of people and variety is not always recognized; seniors’ challenges are diverse and a one-size-fits-all approach is not ideal.
- ❖ Those residents without memberships to local groups are not included in activities.
- ❖ Some newcomers and older adults living in periphery areas experience isolation.

RECOMMENDATIONS

- ❖ Develop an isolation management strategy to work towards minimizing isolation. This should involve a buddy system where people team up to contact each other every day at a predetermined time to ensure they are OK. It would also involve having weekly transportation assistance to an age friendly event such as coffee, a luncheon or light exercise class. The strategy should also involve a welcome wagon – to ensure that newcomers do not end up isolated.
- ❖ Develop a widows and widowers community support group, offered through the community centre.
- ❖ Develop an age friendly visiting program where people can sign up to either be visited or go visit someone. The intention of the program is to provide people who are experiencing isolation with someone to talk to. The program should be coordinated by a volunteer and run out of a local non-profit society. If Okanagan Falls succeeds with obtaining an age friendly advocate, this individual could organize this group.

COMMUNITY AND HEALTH SERVICES

***Community Vision:** Okanagan Falls has sufficient, accessible and affordable health and community services, including the supports needed to allow older adults to live well in their homes and community into old age.*

STRENGTHS

- ❖ Okanagan Falls has most of the basic services needed (e.g. Pharmacy, Doctor’s Office, Grocery Store, Churches, etc.).
- ❖ Community members feel that DogTown is a community asset.

- ❖ Meals-on-Wheels are available 3 days a week.
- ❖ There is available prescription delivery on Tuesday from Pharmasave.
- ❖ The community is close to the amenities available in Penticton.
- ❖ Most older adults feel that their health is generally good.

CHALLENGES

- ❖ Some amenity expenses can be high due to the size of the customer base available in Okanagan Falls.
- ❖ Some older adults on fixed incomes find it challenging to meet their needs with the services and amenities available in Okanagan Falls.
- ❖ Okanagan Fall lacks a laboratory medical services.
- ❖ There are limited medical resources available directly in Okanagan Falls.
- ❖ Some community members feel there is a physician shortage in Okanagan Falls.
- ❖ Many local seniors have had to move away because they were not able to access the health services they needed in Okanagan Falls.
- ❖ There is no phone-in grocery service advertised for older adults.
- ❖ There are a lack of services in the community that enable older adults to age in place.
- ❖ Some community members feel that the community lacks places to shop and eat.
- ❖ It can be challenging for community members to receive the supports they need in Okanagan Falls.

RECOMMENDATIONS

- ❖ Develop a series of activities that will improve access to healthy food for those older adults with food security issues. Activities should include classes in the community kitchen, luncheons, vegetable gardening, etc.
- ❖ Develop a monthly age friendly workshop that focuses on the topics of healthy aging. This could be accomplished by finding a grant to hire a coordinator that would line up workshop facilitators or speakers on a variety of topics.
- ❖ Encourage Penticton based distributors of mobility devices to put on seasonal workshops on how to use mobility devices. These workshops should involve periods of time to try out devices, information on each devices and time for questions and answers.
- ❖ Lobby Interior Health Authority to fund a nurse to work in Okanagan Falls one day a week doing blood testing and other lab related work. Part of this initiative should involve finding a space to house the nurse and developing an agreement to provide the space at a reduced rate.

- ❖ Organize group trips to nearby health care conventions, workshops or information sessions.
- ❖ Develop an Age Friendly Assistance Organization that would include a list of people willing to help out seniors in need with a variety of tasks who cannot afford to obtain hired help. The organization would assist with tasks like driveway shoveling, lawn moving, and providing emergency transportation. The organization will need to develop a registry of people in need and volunteers.
- ❖ Encourage local businesses to develop age friendly shopping incentives, including seniors discounts and seniors shopping days. The incentives should be well-advertised in a variety of formats (e.g. online, posters, newspapers, etc.).
- ❖ Explore options to extend the *Better at Home* program to Okanagan Falls. This will involve finding a core group of volunteers to assist with the program in Okanagan Falls. This could be coupled with the Age Friendly Assistance Organization.
- ❖ Develop incentives to recruit businesses and services to Okanagan Falls that would act to address any of the above challenges. Incentives should include licencing fee reductions, streamlining in the development application process, tax exemptions, and administrative assistance.

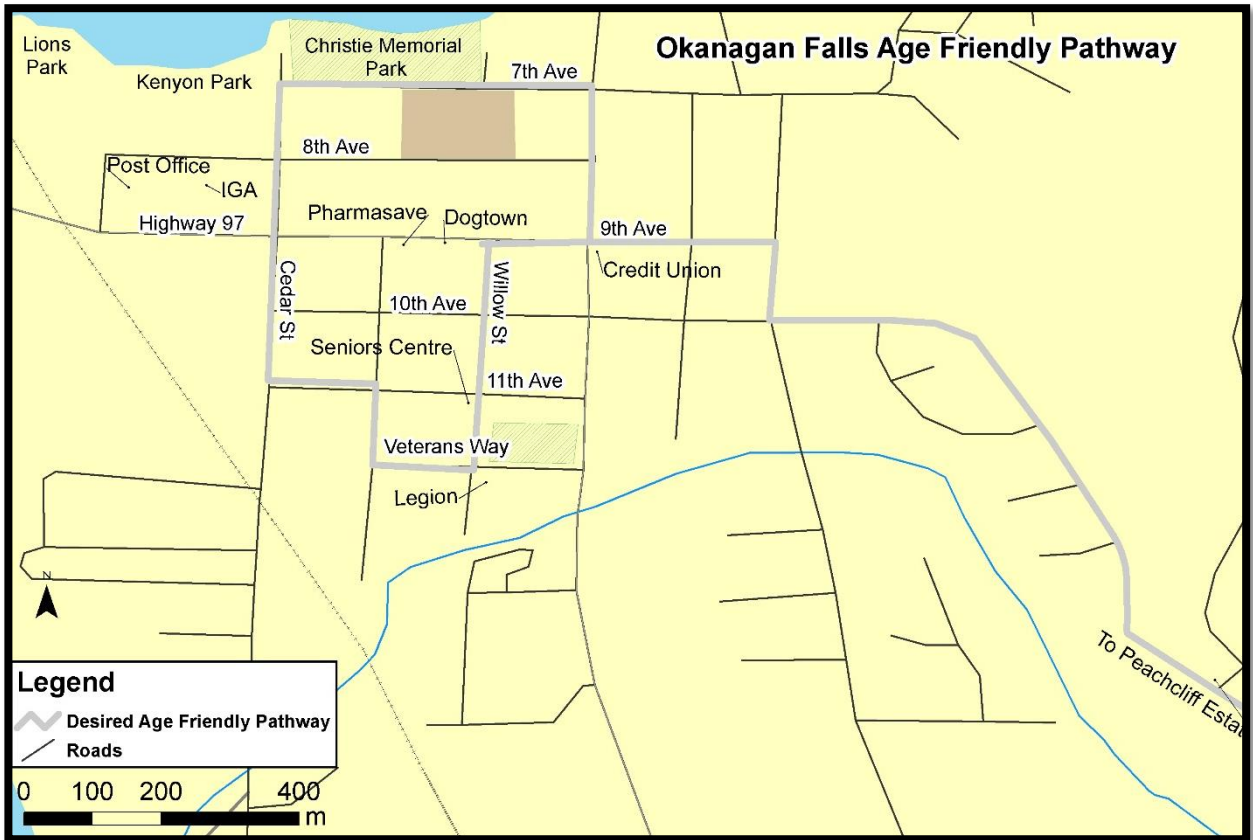
OFFICIAL COMMUNITY PLAN UPDATES

The different methods involved in the Age Friendly Assessment ensures that the findings of this document well represent the views of Okanagan Falls’ older adults. As such it is important that these findings are consistent with and echoed in other key community planning documents for Okanagan Falls, particularly the East Skaha Vaseux Official Community Plan (for Electoral Area D2). The following are recommendations that fit into the previous Age Friendly categories, but are inserted into this section because of their relevance to and impact on the Official Community Plan.

- ❖ Develop a goal in the Broad Goals section of the East Skaha Vaseux Official Community Plan (page 26) that states *to ensure that older adults are targeted and engaged in all future planning and community development activities.*
- ❖ Develop a policy in the General Residential section of the East Skaha Vaseux Official Community Plan (page 44) that states that *the Regional Board encourages the development of future housing units that are designed to an age friendly standard (e.g. affordable, single level, no-step entrance, with wider hallways, and an accessible washroom) so that people of all ages will be able to remain in their homes regardless of changes to their personal mobility.*

- ❖ Develop a policy in the General Residential section of the East Skaha Vaseux Official Community Plan (page 44) that states that *the Regional Board encourages the development of seniors housing close to amenities and services in Okanagan Falls, especially to those amenities specifically for older adults (e.g. the Seniors Centre).*
- ❖ Develop a policy in the Okanagan Falls - Commercial section of the East Skaha Vaseux Official Community Plan (page 51) that states that *the Regional Board supports universal accessibility requirements for future commercial development and renovations to outdoor spaces and buildings in Okanagan Falls.*
- ❖ Develop a policy in the Social Well-being section of the East Skaha Vaseux Official Community Plan (page 55) that states that *the Regional Board encourages the implementation of the Okanagan Falls Age Friendly Plan.*
- ❖ Develop a policy in the Social Well-being section of the East Skaha Vaseux Official Community Plan (page 55) that states that *the Regional Board will focus on improving the diversity of arts and culture opportunities available to seniors and older adults as they represent that largest age cohort in the community.*
- ❖ Develop an objective in the Parks and Recreation section of the East Skaha Vaseux Official Community Plan (page 57) that says *To recognize the needs of local seniors and older adults in the future development and maintenance of trails, parks and recreation areas and programs.*
- ❖ Develop a policy in the Parks and Recreation - General Recreation section of the East Skaha Vaseux Official Community Plan (page 60) that states that *the Regional Board strives to ensure that there are sports and recreation opportunities available in Okanagan Falls that meet the diverse needs and interests of a wide range of older adults.*
- ❖ Develop an objective in the Transportation section of the East Skaha Vaseux Official Community Plan (page 71) that states *To provide safe and accessible transportation and pedestrian mobility for older adults of a range of ages and abilities.*
- ❖ Develop a policy in the Transportation section of the East Skaha Vaseux Official Community Plan (page 72) that states that *the Regional Board encourages the development and maintenance of an Age Friendly Community Pathway in Okanagan Falls (see Map below).*

Figure 46: Age Friendly Pathway Map



NEXT STEPS

The Okanagan Falls Age Friendly Plan was developed through several stages of engagement and consultation with local older adults and their service providers. In order for this plan to succeed this engagement must continue into the implementation process. This will require the community of Okanagan Falls and a variety of community members to take a few initial steps. First and foremost, the current Age Friendly Steering Committee will need to be reformed into a permanent Age Friendly Community Committee. When reforming, this Committee would be well advised to use non-traditional executive positions that fit well with the Age Friendly Plan (e.g. Director of Age Friendly Transportation and Mobility; Director of Age Friendly Recreation, Sports, Arts, Culture and Education; Director of Age Friendly Communication and Information, etc.). In partnership with Okanagan Falls Parks and Recreation, this committee will be partially responsible for overseeing and managing the Age Friendly Plan implementation (using the table in Appendix A). The purpose of establishing the Age Friendly Committee with this responsibility is to ensure that plan implementation occurs, is on schedule, succeeds and is routed in community engagement.

Once the committee is reformed it will need to obtain a District Board resolution from the Regional District of Okanagan Similkameen that proclaims support for Okanagan Falls' Age Friendly endeavors (see example resolutions on this page

<http://www2.gov.bc.ca/gov/topic.page?id=8E4BF222A5E6401E870C56C76DE180F1>).

Once the resolution is passed, Okanagan Falls will be able to apply for BC Age Friendly Community Recognition which will entitle the community to: an Age Friendly BC recognition award, promotion of Okanagan Falls' achievements on the SeniorsBC website and newsletter, national and international age friendly community recognition, and a reward to help develop an age friendly community legacy project or hold a celebration (for the application form go to:

<http://www2.gov.bc.ca/gov/topic.page?id=668066A142DF4C3D85A7E28C80E466EA>).

At this point the committee will be ready to start implementing any of the recommendations in the implementation table that identify the Age Friendly Community Committee as the lead agency. It will be important to prioritize the short term recommendations first and then move to the medium and long term recommendations. It is important to start plan implementation as soon as possible to ensure the momentum built during the Age Friendly Assessment does not die out. To keep this momentum going

during implementation it will also be important to provide the community with continual updates on the progress made. The committee will also be responsible for obtaining information from other key agencies on their plan implementation progress; the committee should ensure that all key agencies have copies of the Age Friendly Report and Plan.

The Committee should keep track of implementation using the table provided in Appendix A. This table includes definitions of each column and directions on how to keep track of progress. As time goes on, all of this progress might not be positive and sometimes recommendations will need to be modified. It is important to keep track of any challenges uncovered during the implementation process to ensure that the same mistakes do not get made twice. The plan was designed to be an adaptive and dynamic resource; as such, the Committee is encouraged to adjust the recommendations as necessary to ensure that the long term plan meets the ever-changing needs of Okanagan Falls residents.

The following table provides detailed information about each of the recommendations developed during the Age Friendly Assessment (see category explanations below). Within the table is a number of indicators and proposed data sources that can be used to measure the progress of each recommendation. Using this tracking table and collecting these data is not meant to be a daunting or overly time consuming task; it is instead intended to act as a system of ‘check-ins’ in order to get an idea of where progress is being made and where more attention is needed. This table should be a dynamic document – meaning it will change over time. In order to be successful in the implementation process, the successes and failures of the age friendly process should be documented in this table as this will enable adjustments to be made as necessary. The Age Friendly Committee should be responsible for tracking the progress of this implementation. Beyond tracking implementation, this table can also be used to prioritize recommendations based on timeframe, cost, resources required, and type of recommendation.

- Abbreviations

- AFC: Age Friendly Committee
- EDO: Okanagan Falls Economic Development
- IHA: Interior Health Authority
- INFO: Information
- INF/MOD: Infrastructure/modifications
- LG: Legion
- MOH: Ministry of Health
- MOT: Ministry of Transportation
- PR: Okanagan Falls Parks and Recreation
- RDOS: Regional District of Okanagan-Similkameen
- SA: The Okanagan Falls Senior’s Association

- Timeframe (The time period to COMMENCE the action) – *Please note: Timeframes were determined based on the urgency of the item, the level of difficulty of implementation and the open house rating. Some of the long-term items may depend on whether or not Okanagan Falls develops its own governing body in the future or on the timeframe of review of current regional government documents such as the Official Community Plan.*

- Short-term: 1 to 5 years
- Medium-term: 5 to 10 years
- Long-term: over 10 years

- Estimated Costs and Require Resources

- Low cost: In-kind costs or costs under \$1000
- Medium cost: \$1000 to \$5000
- High cost: Over \$5000

- Continual or One-time

- Continual: Will require ongoing and sustained human or financial efforts.
- One-time: Will require a one-time investment of human or financial capital.

- Suggested Lead Agency

- The individual(s) or groups who should be responsible for ensuring the recommended action is performed.
- The principle lead agency is bolded in the column. The other lead agencies play a secondary role in the recommendations, but are still integral to the success of the action.
- It is recommended that each of the lead agencies assigns one individual to oversee and organize their contribution/role in the recommendation.

- Types of Action:

- Program or Programming
- Tool
- Information
- Bylaws/policies/strategies
- Infrastructure/modifications
- Initiative

- Proposed Indicator: A measure which will explain the progress of the recommendation during implementation
- Proposed/Existing Data Source: where the indicator data could be extracted from.
- Frequency: How often the indicator data should be collected.
- Status: Where the findings (benchmark) from the indicator should be written at the frequency proposed.
- Details: Any additional information relevant to the implementation process (e.g. successes, issues, etc.)
- Open House Score: The number of importance assigned to the recommendations based on the feedback from the Open House. Please note that many recommendations are tied for a number placing. The numbers range from 1 to 15, 1 being the most important and 15 being the least. These numbers give a rough idea of where community members would like to see the greatest amount of resources invested right now.

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Outdoor Spaces, Public Buildings and Safety													
Develop an Accessible washroom rectification initiative to ensure there is at least one wheelchair accessible washroom at every accessible recreation site or every 5 km on each accessible pathway.	-Develop a list of recreation sites. Include in information on whether there is a washroom and whether it is accessible or not. Sort the list based on distance from Okanagan Falls' core -Explore funding options for washroom improvements and creation -Begin implementing the improvements on the list	Long-term	Continual evaluation	RDOS, and PR	High Cost: Human capital for the assessment of washroom stock, and financial capital for washroom renovations and creation	- New Horizons for Seniors Grant - New Building Canada Fund: Small Communities Fund	INF/MOD	13	Number of accessible washrooms created/renovated	PR records	Annually		
Develop an age friendly community pathway that provides older individuals with barrier free access to key senior hubs in Okanagan Falls. This pathway should connect with pre-existing pathway infrastructure. The pathway should have two lanes and should be wide enough for two scooters to pass side by side (2.2 m wide). The pathway should be accessible to people using all different types of mobility devices, and people walking or using bicycles. The pathway should be well signed with standing and ground signage. The pathway should have well painted centre and side lines in either bright yellow or white to assist people with visual impairments.	- Find a local construction company to provide a quote on pathway development -Explore any challenges with property ownership on the pathway route -Discuss pathway development with the MOT -Explore funding options for pathway development -Separate the pathway creation into phases of development -Put out a request for proposals on the bidbc website for the construction of each phase of the pathway -Commence pathway construction	Medium-term	One time creation with continual upkeep	RDOS, MOT and PR	High Cost: Financial capital for the construction of the pathway and financial capital for 84administrative costs	- New Building Canada Fund: Small Communities Fund - Cycling Infrastructure Partnership Program - Tire Stewardship BC Community Grant Program	INF/MOD	5	Number of meters of pathway created	PR records	Annually		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop a bench dedication program to increase the presence of age friendly benches along 1 km or longer stretches of road, sidewalk or pathways that are between key community hubs.	<ul style="list-style-type: none"> -Find and cost out an age friendly bench distributor -Price out bench installation -Develop program guidelines, costs, and protocols (e.g. number of years, maintenance, engraving, etc.) -Explore additional funding options for the program -Develop a pamphlet that explains how people can purchase a bench -Advertise the program in local media sources 	Medium-term	One time program creation and continual installing	PR and EDO	Medium cost: Human capital for program creation and facilitation, and financial capital for bench purchase and installation	- New Horizons for Seniors Grant	INF/MOD and program	11	Number of benches installed	PR records	Annually		
Lobby the MOT to provide additional safe crossing areas across the Highway 97, including near Ash St and 12 th Ave. Future crosswalks should include standing and ground signage and flashing lights (either on a crosswalk sign or on a solar powered speed sign).	<ul style="list-style-type: none"> -Provide the findings of the age friendly report to MOT -Plan a meeting to discuss the necessary upgrades -Ensure the issue is brought forward at the UBCM conference each year until improvements are approved 	Short-term	One time creation and continual crossing safety evaluation	RDOS, MOT and EDO	High cost: Human capital for lobbying, and financial capital for construction and modifications	- New Building Canada Fund: Small Communities Fund	INF/MOD	2	Number of crossings created	RDOS records	Annually		
Lobby the MOT to develop a separated walking path on one side of McLean Creek Rd. from Peach Cliff Estates to Highway 97. This pathway should connect with the proposed Age Friendly Pathway.	<ul style="list-style-type: none"> -Provide the findings of the age friendly report to MOT -Plan a meeting to discuss the necessary upgrades -Ensure the issue is brought forward at the UBCM conference each year until improvements are approved 	Long-term	One time	RDOS, MOT and EDO	High cost: Human capital for lobbying, and financial capital for construction and modifications	<ul style="list-style-type: none"> - New Building Canada Fund: Small Communities Fund - Cycling Infrastructure Partnership Program - Tire Stewardship BC Community Grant Program 	INF/MOD	7	Number of meters of pathway created	RDOS records	Annually		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop a downtown Age Friendly Esthetics subcommittee of the age friendly committee to focus on downtown esthetic improvements that would address the age friendly challenges in this category. Some of the committee responsibilities could include organizing graffiti removal, clean-up days and beautification initiatives. This committee should work with Okanagan Falls Economic Development Office.	-Put out a call to Age Friendly Committee members to develop this subcommittee. -Over the first few meetings develop a list of the key age friendly esthetic challenges facing Okanagan Falls. Then have each committee member rate and reorganize the challenges from least to most important, and then on the committee's ability to address the challenges. Then develop an implementation strategy for those items that can be executed by the committee (e.g. work-bees, grants to apply for, letters to business owners, petitions, etc.). Provide this list to local and regional governments. -Explore funding options for improvements -Begin implementation	Long-term	Continual	AF and EDO	Low cost: Human capital for identifying priorities and carrying out initiatives, and financial capital for any supplies necessary	Regional District of Okanagan-Similkameen Community Grants	Initiative	14	Number of initiatives taken on	AF records	Annually		
Provide local businesses and services with grant writing assistance to obtain automatic doors or entrance way accessibility upgrades.	-Research the grants and programs available for these upgrades -Research the costs involved with entrance way accessibility upgrades -Develop eligibility requirements for assistance (e.g. level of financial need, level of current accessibility, etc.) -Provide local business and services with a letter outlining the initiative	Long-term	Continual	RDOS, EDO and the South Okanagan Chamber of Commerce	Low cost: Human capital for assistance	- Enabling Accessibility in Workplaces Grant, and Enabling Accessibility in Communities Grant	Initiative	13	Number of accessible entrance created	EDO records	Annually		
Transportation and Mobility													
Encourage nearby distributors of mobility devices to come to Okanagan Falls (once a year or as needed) to teach people how to use a variety of mobility devices, especially mobility scooters, and allow people to try them out.	-At an Age Friendly Committee meeting ask for a volunteer to lead this initiative -Contact the different distributors in Penticton to explain the initiative and request assistance. Determine availability and potential costs involved -Explore funding options (if necessary) -Make the event arrangements -Facilitate the event	Medium-term	Continual	AF	Low cost: Human capital for organizing and financial capital for incentives or stipend	- ICBC Community Involvement Program	Initiative	15	Number of events a year	AF records	Annually		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Explore funding options to develop a weekly subsidized transportation trip for older adults to the Penticton Community Centre Swimming Pool. The trips would require a volunteer driver and vehicles, as well as funding for fuel, specialized insurance, and community centre fees. Spots in the vehicle should be booked in advance and if successful a local non-profit society should explore funding options to purchase a large wheelchair accessible shuttle van that could be used for this and other trips. The pool trips should be coordinated to coincide with aquafit for those who would like to participate, but participation should be optional. Ways to subsidize swim passes for low income individuals should be explored.	<ul style="list-style-type: none"> -Research the costs involved with using the pool, and traveling there (with different sized vehicles) -Explore funding options for these trips -Determine trip details (e.g. frequency, date, time, length, cost, registration, etc.) -Plan a trial trip and advertise it well in local media sources. Require trip registration by a predetermined date -Facilitate the trial trip and then evaluate the trip success to determine whether or not to make it a regular activity. 	Medium-term	One time program creation and continual program upkeep	PR and AF	High cost: Human capital for planning, and financial capital for fuel, insurance, a vehicle and subsidies	<ul style="list-style-type: none"> - New Horizons for Seniors Grant - Age Friendly Community Planning and Projects Grants 	Program and initiative	13	Number of trips a year	PR records	Annually		
Explore funding options to purchase a large wheelchair accessible shuttle van to be used for age friendly trips in Okanagan Falls and the surrounding region. Consider developing a community fund that would be used to help supplement the costs of purchase, maintenance, and insurance.	<ul style="list-style-type: none"> -Price out van and insurance -Hold a meeting to discuss the purchase -Set fundraising goal -Explore funding options -Set up community fund at the credit union -Plan fundraising initiatives -Carry out fundraising goals 	Long-term	Continual fund raising and one time van purchase	SA	High cost: Human capital for fundraising, and financial capital for the purchase and maintenance of a vehicle	<ul style="list-style-type: none"> - New Horizons for Seniors Grant 	Initiative	13	Number of \$ raised	SA records	Annually		
Ensure that future public transit goes to key community and senior hubs in Okanagan Falls and goes to Penticton 5 times a day.	<ul style="list-style-type: none"> -Contact Adriana McMullen with BC transit and provide her with the findings of this study 	Short-term	One time	EDO and PR	Low cost: Human capital for communication with transit provider	<ul style="list-style-type: none"> - New Building Canada Fund: Small Communities Fund 	INFO	8	Number of trips to Penticton a day.	BC Transit Data	Annually		
Develop a transit add-on service that involves door-to-door handydart transportation a few hours a day in Okanagan Falls for people with substantial mobility challenges.	<ul style="list-style-type: none"> -Examine the new transit schedule once completed -Lobby BC transit to add the door-to-door service 	Long-term	One time	EDO and RDOS	Low cost: Human capital for lobbying and service development	<ul style="list-style-type: none"> - New Building Canada Fund: Small Communities Fund 	Initiative	10	Hours of door-to-door service	BC Transit Data	Annually		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop an agreement with a Penticton taxi company to provide service in Okanagan Falls on certain days of the week and at specific hours. The days and hours should be the same each week and should be well advertised to ensure that older adults could plan their trips for these times. Working with a local volunteer to pre-book Okanagan Falls trips may assist with getting the taxi to serve Okanagan Falls without additional charges.	-Meet with local older adults to discuss the days and hours that would work best for them -Determine potential profits and benefits for taxi companies -Contact Penticton taxi companies with information on potential business and negotiate for hours, charges, etc. -Explore different funding opportunities for interested taxi companies (e.g. grants)	Medium-term	Continual	EDO and SA	Medium cost: Human capital for negotiating with taxi companies and financial capital for potential incentives	- South Okanagan Similkameen Community Foundation	Initiative	12	Hours of taxi service	Taxi records	Annually		
Provide information to older adults on how to obtain discounted transit passes for the new transportation system.	-Research the government of BC bus pass program and develop an information resource for older adults	Short-term	Continual	SA	Low cost: Human capital for research and information provision	N/A	INFO and Initiative	14	Number of people receiving information	SA records	Annually		
Once the new transit system is developed, create an age friendly transit try-out program to help older adults become comfortable with the new system. The program should involve two types of trips: a trip with an off-duty bus to get people comfortable getting on and off the bus (especially people with mobility issues) and identifying stops, and a trip using the bus schedule to go to Penticton run errands and come back through the different areas in Okanagan Falls. The trips should be well organized and advertised in advance to ensure high rates of participation.	-Have a meeting amongst those involved in facilitating the trips -Put a call out to local residents to determine interest and potential dates -Plan the trips for several days -Advertise the trips -Facilitate the trips, ensuring the event to practice getting on and off the bus is held prior to the trips to Penticton	Short-term	One time	BC Transit and PR	Medium cost: Human capital for planning and facilitating trips and financial capital for advertising and bus use	- South Okanagan Similkameen Community Foundation	Initiative	5	Number of people to attend the trips	BC Transit records	Once		
Housing													
Develop a strategy to construct a seniors mixed-care housing facility in Okanagan Falls. The facility should have available independent, supportive and assisted living units and should have options for subsidized and pet-friendly units. This should be a joint venture involving partners from government and private sectors.	-Hold a planning session with the Housing Society that involves: determining executive positions, setting goals and deadlines for the year, planning a meeting schedule and distributing tasks. -Solidify choice for seniors housing type -Talk to IHA about housing supports and subsidies -Explore different funding arrangements -Obtain land rights to housing site -Meet with an architect to determine housing style -Commence seniors housing construction	Short-term	One time	OK Falls Seniors Housing Society, BC Seniors Living Asc., LG, RSOS, local MLAs, and IHA.	High cost: Human capital for planning, researching, etc., and financial capital for land purchase and development	-Home Depot Canada Foundation Community Grants - BC Housing Affordable Rental Housing Initiative	Strategy and INF/MOD	1	Number of seniors housing units developed	Housing Society records	Annually		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Explore the need to create additional seniors housing accommodations over time.	-Once proposed seniors housing is developed and filled, develop a one page survey (use the housing section of the age friendly survey) to determine whether there is additional needs for housing at this time -Use this information to develop a waitlist or as impetus to develop additional seniors housing	Medium-term	Continual	Okanagan Falls Seniors Housing Society and EDO	Low cost: Human capital for planning and facilitation, and financial capital for printing and advertising	N/A	INFO	-	Number of people wanting seniors housing	Housing society records	Annually		
Recreation, Sports, Arts, Culture and Education													
When participants are registering for recreation classes, include a box where they can list another time that works best for them for that class or where they can indicate if the time given works best for them. Parks and Recreation should keep records on these times and use them to inform the structuring of future classes.	-Adjust registration forms -Keep records of findings in an excel spreadsheet -Sort the records and consult them during the development of additional programs	Short-term	Continual	PR	Low cost: Human capital for record keeping and adjustments	N/A	INFO	14	Number of older adults registered at PR	PR records	Annually		
Develop a monthly age friendly evening event that would include dinners, dancing, live music, and movies. In the summer, some of these events could be adapted to function in an outdoor venue such as the park. Work on developing a permanent indoor venue where most events could be hosted that doesn't require membership fees for use.	-Meet with involved groups to determine proposed events and locations -Explore venue options -Solidify and write out events schedule -Explore potential sources of funding -Plan and advertise events -Facilitate events	Short-term	Continual	PR, LG and SA	Medium Cost: Human capital for planning and facilitation, and financial capital for advertising, venue rental (if space isn't donated), and other event costs (food, musicians, etc.)	-Age Friendly Community Planning and Projects Grants - Vancouver Foundation Arts and Culture Grants	Initiative	5	Number of event attendees	SA	Monthly		
Develop an age friendly community garden, coupled with a strategy to improve older adult's access to healthy affordable food.	-Develop a partnership for garden management -Determine and acquire land for garden location -Explore funding options -Determine the garden setup and layout desired -Purchase garden supplies -Hold a garden work-bee day and move forward with the type of community garden desired	Short-term	One time creation and continual upkeep	PR and Okanagan Similkameen Healthy Living Coalition	Medium cost: Human capital for planning and creation. and financial capital for supplies and potential land rental or purchase	- Age Friendly Community Planning and Projects Grants - Interior Savings Credit Union Community Investment Fund	Initiative and INF/MOD	6	Number of people involved in the gardens	PR records	Annually		
Explore funding options to install age friendly outdoor exercise equipment at one of the parks in the community.	-Research the types and costs of outdoor age friendly exercise equipment -Determine a location for the exercise equipment -Explore funding options for equipment purchase -Acquire the land and purchase and install the equipment	Long-term	One time	PR	High cost: Human capital for research and planning, and financial capital for equipment	- New Horizons for Seniors Grant - Age Friendly Community Planning and Projects Grants	Initiative and INF/MOD	12	-	-	-		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop or reformat an Age Friendly Exercise class that would run twice a week that would guide older adults through different sets of low impact balance and strengthening exercises. The class should provide participants with two levels of difficulty and this feature should be well advertised in the class description.	-Find and hire a certified fitness instructor to research and design this class -Meet with community partners to determine a good time or times to hold the class. -Advertise the class in a variety of formats -Facilitate the classes	Medium-term	One time creation and continual facilitation	PR	Medium cost: Human capital for planning and facilitation and financial capital for fitness instruction	- BC Gaming Grant	Program	8	Number of registered participants	PR records	Bi-Annually		
Develop an age friendly walking and rolling club that would involve participation in journeys through different areas of the community once a week. In the winter and on poor weather days an indoor location for walking (e.g. the community centre gym and school hallways) should be obtained. The journeys would be in areas accessible to all community members and should end with tea at Dogtown or another local venue. The journeys should cater to people with a variety of mobility challenges (e.g. scooters users, people with visual impairments, people using walkers, etc.) and function to increase comfort with pedestrian travel through Okanagan Falls. The walking club could include distance competitions (based on attendance) and annual awards and prizes to encourage participation. Volunteer transportation to the walking club will be an important aspect of this activity.	-Advertise the walking/rolling club -Hold a meeting to determine the club configuration and details -Prepare program schedule including standby interior locations -Explore funding options -Discuss community partnerships with local cafes and restaurants -Advertise the walking/rolling days in a variety of formats -Facilitate the walking/rolling days	Medium-term	One time creation and continual facilitation	PR, LG and SA	Low cost: Human capital for planning and facilitation, and financial capital for advertising	-Rick Hansen Foundation Quality of Life Program - ICBC Community Involvement Program	Program	9	Number of club members	PR records	Annually		
Ensure that all programs and classes for older adults include an option to pay a drop-in fee for those who cannot commit to attending every class.	-Perform a cost analysis to determine what the lowest possible drop-in fee for older adults could be and cross check that with the information on cost from the age friendly survey -Explore other funding options -Institute and advertise the drop-in fee	Short-term	One time	PR	Low cost: Human capital for research and fee introduction	N/A	Initiative	13	Number of drop-in users	PR records	Annually		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop a long term strategy to increase the recreation options offered to older adults. This strategy should be developed in partnership with Parks and Recreation, the Seniors Association, the Legion and the Ladies Auxiliary. It should involve bi-annual discussions and votes about the potential recreation options to develop.	-Develop a seniors recreation partnership -Hold meeting to set priorities, goals and objectives on programs desired - At the meeting, develop a list of programs that should be slowly introduced over time -Rate the program list -Revisit, evaluate and revise the list twice a year, and provide it to the Recreation Commission	Medium-term	Continual	PR, SA, LG, and Ladies Auxiliary	Low cost: Human capital for partnership development, meeting attendance and facilitation	N/A	INFO and Strategy	10	Number of programs introduced	PR records	Annually		
Community Engagement and Employment													
Explore funding options to hire a full-time age friendly advocate to assist with age friendly community engagement and age friendly plan implementation. This person should be a local older adult.	-Determine the roles and responsibilities of this advocate -Determine the costs associated with employing an advocate -Explore funding options -Develop a posting to hire an advocate -Hire and train the advocate	Short-term	One time	PR, EDO, AF and RDOS	High cost: Human capital for planning, hiring and managing, and financial capital for funding the position	- Age Friendly Community Planning and Projects Grants - Rick Hansen Foundation Quality of Life Program	Initiative	12	Number of age friendly plan items completed	AF records	Annually		
Develop an age friendly winter festival or celebration that different community members and organizations could partner to put on. The festival should have 2 main purposes: to bring community members together to work on a worthwhile cause in order to combat some of the interpersonal conflicts currently present, and to combat the isolation that the winter months brings for older adults with mobility challenges. Transportation to events will need to be a key consideration in the planning stages of this event.	-Develop an age friendly winter-fest committee -Hold a meeting to discuss the development of a small trial festival with a week of different small events. At meetings determine the dates, events and locations, and plan for transportation for those individuals who are isolated. Each group involved should leave with a different task to take care of -Explore funding options -Carry out the preparations and advertise for the festival in a variety of different ways -Facilitate the age friendly winter festival	Long-term	One time trial or continual annual event	AF, SA, EDO, LG, and PR	High cost: Human capital for planning and facilitation, and financial capital for transportation, advertising, entertainment and event supplies	-Age Friendly Community Planning and Projects Grants -Interior Savings Credit Union Community Investment Fund	Initiative	14	Number of festival attendees	SA records	Annually		
Consider the creation of an intergenerational knowledge transfer program that would engage people of all ages (with a focus on seniors and youth) in knowledge exchange activities. The program would consist of both units (weeks on one topic) and workshops (single day topics). Potential topics could include: local history, farming and agriculture, computers and tablet use, internet searches, online music searches, gardening and food preservation.	-Meet with different organizations and schools to ensure there are still interested parties -Determine the topics of each unit and develop the program -Explore funding options -Advertise for the program and register participants -Facilitate the program	Long-term	One time creation and continual program upkeep and facilitation	PR, School District 53, SA, LG, and AF	High cost: Human capital for planning and facilitation and financial capital for advertising and program supplies	-Vancouver Foundation Arts and Culture Grants -South Okanagan Similkameen Community Foundation	Program	15	Number of program participants	PR records	Biannually		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop consistent daily drop-in hours (e.g. 10am – 4pm, Monday to Friday) at the seniors centre or community centre to provide older adults (who are experiencing some isolation) with a place to visit and have a cup of tea or coffee. The drop-in hours should be facilitated by a different volunteer each day who would ensure that the doors were open and people were welcomed. If an age friendly advocate or coordinator is hired, they could run some of the drop-in hours.	<ul style="list-style-type: none"> -Put a motion forward at a meeting to develop drop-in hours -If passed develop a schedule for the days and hours, and any services added -Develop a volunteer schedule for drop-in hour facilitators -Explore funding options -Advertise the drop-in hours -Commence the drop-in hours 	Short-term	Continual	SA	Low cost: Human capital for organization and facilitation	-Regional District of Okanagan-Similkameen Community Grants	Initiative	3	Number of drop-in time users	SA records	Monthly		
Talk to local groups about their desire to attend a <i>Volunteer Workshop</i> in Okanagan Falls each year, to assist local groups with developing approaches to: recruiting and retaining new volunteers, creating succession strategies, restructuring executive positions, delegating tasks, constructing objectives and goals, and successfully mediating meetings and challenging situations. The workshop should be open to all community members but should be strongly encouraged for those in executive positions in local organizations.	<ul style="list-style-type: none"> -Hold a meeting with members of all local community groups to explore workshop desirability - If interest is found, seek out and recruit facilitators to put on a <i>Volunteer Workshop</i>. -Organize, plan and advertise the workshop. The workshop may need to be organized in a series or several day format to accommodate all integral topics -Facilitate the workshop 	Medium-term	Continual	Okanagan Falls Partners group, EDO, SA, PR, LG, Ladies Auxiliary, and Heritage Society	Medium cost: Human capital for organizing, and financial capital for a facilitator stipend and advertising	-Healthy Communities Capacity Building Fund	Initiative	14	Number of workshop attendees	Partnership group records	Annually		
Include information on older adults' employment opportunities in the information hub (in the following section).	<ul style="list-style-type: none"> -Disseminate information to local businesses and services on how to distribute information on employment opportunities for seniors and older adults -As necessary, publish information on employment in the info-hub 	Medium-term	Continual	EDO	Low cost: Human capital for communication and organization, and financial capital for information distribution	N/A	INFO	15	Number of business and services to get involved	EDO records	Annually		

Communication and Information

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop a comprehensive age friendly communications strategy and partnership. This would involve getting all age friendly relevant community organizations together to poll their information into one central source – an information-hub. This information should then be distributed to local seniors in multiple recognizable formats. This may also require the development of a phone-in committee to update isolated individuals on the age friendly events occurring in Okanagan Falls. The strategy should involve various methods of enhancing awareness about the availability of information. Information on the available volunteer opportunities in Okanagan Falls should be organized and posted alongside the information listed above.	<ul style="list-style-type: none"> -Hold a meeting of community groups. At the meeting determine the different categories of information to include (e.g. community groups, meeting updates, local programming, special events, etc.), and the different formats to use (e.g. newsletter, website, posters, etc.). Also explore the possibility of hiring a project coordinator. -Explore funding options -Distribute information on the info-hub to all community groups, business, services, government, etc. -Develop a schedule for information release and updates -Launch the information hub 	Short-term	Continual	Okanagan Falls Partners Group, EDO, PR, AF and all local societies, businesses and services	High cost: Human capital for organization and planning, and financial capital for project coordination, advertising, and print and online media costs	<ul style="list-style-type: none"> -New Horizons for Seniors Grant -Healthy Communities Capacity Building Fund 	INFO and Strategy	15	Number of parties involved in providing information to the info-hub	Okanagan Falls Partnership Group records	Biannually		
Develop a monthly age friendly newsletter section in the newspaper that could act to inform local older adults on what is available to them.	<ul style="list-style-type: none"> -Explore funding options to have an Age Friendly newsletter within Skaha Matters -Hold a meeting with different community groups to provoke involvement and submission of materials, and discuss content and submission dates -Begin newsletter development 	Short-term	Continual	EDO, Skaha Matters, and all local groups, business and services	High cost: Human capital for organizing submission and publicizing initiative, and financial capital for development and distribution of the newsletter	<ul style="list-style-type: none"> - New Horizons for Seniors Grant - Healthy Communities Capacity Building Fund 	INFO and Initiative	10	Number of newsletter contributors	Skaha Matters records	Biannually		
Develop an age friendly online and print directory that older adults can use to find answers to their general questions, from 'how do I receive a handicapped parking pass?' to 'what kinds of exercise classes could I take in Okanagan Falls'?	<ul style="list-style-type: none"> -Explore funding options to hire a coordinator to develop the directory -Uncover information on a local, regional, provincial and federal services, amenities and initiatives for older adults -Put the information into a directory format and publish it in both print and online configurations -Distribute the printed directory throughout Okanagan Falls 	Short-term	One time creation, continual updates	EDO	High cost: Human capital for uncovering information and finding a coordinator, and financial capital for project coordination, web services, and the printing and distribution of the directory	<ul style="list-style-type: none"> - New Horizons for Seniors Grant - Healthy Communities Capacity Building Fund 	INFO and Initiative	3	-	-	-		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Release an age friendly recreation guide for each season in Okanagan Falls. The guide should include all the recreation opportunities from around Okanagan Falls from Cross Country Skiing to Yoga at the Zen Centre. The guide should be in large font and should be mailed to community members and available for free at key community locations (e.g. grocery store, pharmacy, and bank). It may be coupled with a recreation guide for all ages, but should have a specific section for older adults.	-Hold a meeting of all local organizations who provide seniors activities in Okanagan Falls. Explain what information is needed for the guide and set deadlines for the provision of that information -Explore funding options for the development of the guide -Collect the information required and develop the recreation guide in an Age Friendly Format (e.g. large print) -Distribute the guide to community members in a variety of configurations	Short-term	Continual	PR	High Cost: Human Capital for project organization, and financial capital for guide development and distribution	-Age Friendly Community Planning and Projects Grants	INFO	9	Number of print guides required	PR records	Biannually		
Respect and Social Inclusion													
Develop an isolation management strategy to work towards minimizing isolation. This should involve a buddy system where people team up to contact each other every day at a predetermined time to ensure they are okay. It would also involve having weekly transportation assistance to an age friendly event such as coffee, a luncheon or light exercise class. The strategy should also involve a welcome wagon to ensure that newcomers do not end up isolated.	-Meet with the organization to discuss moving forward with the strategy. Develop the strategy goals, objectives and actions. -Begin strategy development – each individual involved should have a different task -Advertise the strategy -Implement the strategy	Medium-term	Continual	SA, LG and Ladies Auxiliary	Medium cost: Human capital for project organization and facilitation, and financial capital for transportation and events	- Vancouver Foundation Health and Social Development Grants	Strategy	11	Number of strategy participants	SA records	Biannually		
Develop a widows and widowers community support group, offered through the community centre.	-Find a volunteer support group leader -Decide on a meeting schedule -Advertise the meetings -Commence the meetings	Long-term	Continual	IHA	Low cost: Human capital for project organization and group facilitation	N/A	Program	13	Number of group members	IHA records	Annually		
Develop an age friendly visiting program where people can sign up to either be visited or go visit someone. The intention of the program is to provide people who are experiencing isolation with someone to talk to. The program could involve an oral history element to document local history from long standing community members, or to help older individuals document their history to pass on to their families. The program should be coordinated by a volunteer and run out of a local non-profit society. If Okanagan Falls succeeds with obtaining an age friendly advocate, this individual could organize this group.	-Advertise a call for program participants -Hold a meeting with all potential participants and have them sign up for the times and days that would work best for them. Also gather information on key interests -Advertise the visiting service and meet with local seniors organizations to identify people in need of visiting and contact those people -Match visitors and those in need	Medium-term	Continual	AF, Heritage Society, SA, and LG	Low cost: Human capital for program organization and facilitation	- Vancouver Foundation Health and Social Development Grants	Program	12	Number of people visited	AF records	Annually		
Community and Health Services													

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop a series of activities that will improve access to healthy food for those older adults with food security issues. Activities should include classes in the community kitchen (including preparing freezer meals to take home), luncheons, and vegetable gardening.	<ul style="list-style-type: none"> -Develop a Healthy Food Organization and put a call out for membership -Hold the first meeting of the group and discuss the different events that could be put on. Discuss who could lead the events and where they could be held. Each individual should be in charge of ensuring one event comes to fruition -Explore funding options for the series -Develop a schedule for the activities -Start advertising the activities and recruiting participants -Facilitate activities 	Short-term	Continual	AF, Healthy Food Organization (once developed), Okanagan Similkameen Healthy Living Coalition, IHA, and PR.	High cost: Human capital for group and activity planning and facilitation, and financial capital for activity costs (e.g. food, special guest honorarium, etc.), and advertising	- Healthy Communities Capacity Building Fund - Age Friendly Community Planning and Projects Grants	Initiative	7	Number of activity participants	Healthy Food Org. records	Per activity		
Develop a monthly age friendly workshop that focuses on the topics of healthy aging. This could be accomplished by finding a grant to hire a coordinator that would line up workshop facilitators or speakers on a variety of topics.	<ul style="list-style-type: none"> -Hold a meeting with involved parties to discuss proposed workshop ideas. Decide on which workshops to put on, where they will be, when they will be, the workshop layout and the frequency of them. Each person should be responsible for taking one workshop to fruition -Explore funding options -Organize workshop lunch options -Develop a schedule of workshops and advertise them in a variety of formats -Put on workshop series 	Medium-term	Continual	PR, AF, SA, LG, IHA and RDOS	High cost: Human capital for workshop planning and development, and financial capital for advertising, facilitator honorarium (if necessary), workshop food and supplies.	- Healthy Communities Capacity Building Fund - Age Friendly Community Planning and Projects Grants	Initiative	11	Number of workshop participants	PR records	Per workshop		
Lobby Interior Health Authority to fund a nurse to work in Okanagan Falls one day a week doing blood testing and other lab related work. Part of this initiative should involve finding a space to house the nurse and developing an agreement to provide the space at a reduced rate.	<ul style="list-style-type: none"> -Using the findings of the Age Friendly Assessment develop a brief summary report on the needs for local laboratory services. Provide copies of this report to IHA, the RDOS, the local MLA and the MOH -Explore location options to house a lab one day a week in Okanagan Falls and provide this information to the above parties -Continually lobby IHA and the MOH on this issue, particularly at the UBCM Conference 	Short-term	Continual	RDOS, EDO, IHA, MOH, and MLA.	Low cost: Human capital for report development and lobbying, and financial capital for report printing	- Vancouver Foundation Health and Social Development Grants - Rick and Sue Foundation	Initiative	4	Number of lab hours available in Okanagan Falls	IHA records	Annually		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop an Age Friendly Assistance Organization that would include a list of people willing to help out seniors in need with a variety of tasks who cannot afford to obtain hired help. The organization would assist with tasks like driveway shoveling, lawn moving, and providing emergency transportation. The organization will need to develop a registry of people in need and volunteers.	-Advertise a call for service volunteers -Hold a meeting with potential volunteers and develop a list of the hours per month that each person could commit, the tasks they could help with and the days and times that would work best for them. Discuss criteria required for service users -Explore any potential issues such as insurance for volunteer drivers -Explore funding options for aspects of the program -Develop a volunteer 'on-call' schedule -Advertise the service and encourage registration -Carry out assistance as needed	Medium-term	Continual	AF, SA and LG	Medium cost: Human capital for service organization and for assisting those in need, and financial capital for advertising, insurance and service supplies	- Regional District of Okanagan-Similkameen Community Grants	Initiative	6	Number of people assisted	AF records	Annually		
Encourage local businesses to develop age friendly shopping incentives, including seniors discounts and seniors shopping days. The incentives should be well-advertised in a variety of formats (e.g. online, posters, newspapers, etc.).	-Research the different age friendly business improvement strategies -Develop an easy to follow pamphlet for businesses to make age friendly improvements. Include information on reasons why businesses should become age friendly. Include a registry sheet where businesses enter for an age friendly recognition award. -Develop a yearly award for the most age friendly business	Long-term	Continual	AF and the South Okanagan Chamber of Commerce	Low cost: Human capital for research, pamphlet development and distribution, and financial capital for pamphlet printing	N/A	Initiative	10	Number of registered improvements	AF records	Annually		
Explore options to extend the <i>Better at Home</i> program to Okanagan Falls. This will involve finding a core group of volunteers to assist with the program in Okanagan Falls. This could be coupled with the Age Friendly Assistance Organization.	-Put out a call for volunteers to help with the <i>Better at Home</i> program in local newspapers and online media source. OR discuss merging the <i>Better at Home</i> program with the seniors assistance organization and give volunteers the opportunity to provide their names for this program too.	Medium-term	Continual	AF, LG and SA.	Low cost: Human capital for organization and financial capital for advertising costs	N/A	Program	13	Number of people assisted	<i>Better at Home</i> records	Annually		
Official Community Plan Amendment Recommendations													
Develop a goal in the Broad Goals section of the East Skaha Vaseux Official Community Plan (page 26) that states to ensure that older adults are targeted and engaged in all future planning and community development activities.	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this goal and present this recommendation to the RDOS council	Long-term	One time	EDO and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	9	Date of policy adoption	RDOS Records	Once		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop a policy in the General Residential section of the East Skaha Vaseux Official Community Plan (page 44) that states that <i>the Regional Board encourages the development of future housing units that are designed to an age friendly standard (e.g. affordable, single level, no-step entrance, with wider hallways, and an accessible washroom) so that people of all ages will be able to remain in their homes regardless of changes to their personal mobility.</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this policy and present this recommendation to the RDOS council	Long-term	One time	PR and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	12	Date of policy adoption	RDOS Records	Once		
Develop a policy in the General Residential section of the East Skaha Vaseux Official Community Plan (page 44) that states that <i>the Regional Board encourages the development of seniors housing close to amenities and services in Okanagan Falls, especially to those amenities specifically for older adults (e.g. the Seniors Centre).</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this policy and present this recommendation to the RDOS council	Long-term	One time	PR and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	14	Date of policy adoption	RDOS Records	Once		
Develop a policy in the Okanagan Falls - Commercial section of the East Skaha Vaseux Official Community Plan (page 51) that states that <i>the Regional Board supports universal accessibility requirements for future commercial development and renovations to outdoor spaces and buildings in Okanagan Falls.</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this policy and present this recommendation to the RDOS council	Long-term	One-time creation, continual enforcement	EDO and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategies	13	Date of policy adoption	RDOS Records	Once		
Develop a policy in the Social Well-being section of the East Skaha Vaseux Official Community Plan (page 55) that states that <i>the Regional Board encourages the implementation of the Okanagan Falls Age Friendly Plan.</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this policy and present this recommendation to the RDOS council	Long-term	One-time	PR and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	-	Date of policy adoption	RDOS Records	Once		
Develop a policy in the Social Well-being section of the East Skaha Vaseux Official Community Plan (page 55) that states that <i>the Regional Board will focus on improving the diversity of arts and culture opportunities available to seniors and older adults as they represent that largest age cohort in the community.</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this policy and present this recommendation to the RDOS council	Long-term	One-time	PR and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	-	Date of policy adoption	RDOS Records	Once		

Recommended Actions	Potential Next Steps	Time frame	Continual or One time	Suggested Lead Agencies	Cost Estimate and Required Resources	Potential Funding Sources	Action Category	Open House Score	Proposed Indicator	Proposed Data Source	Frequency	Status	Details
Develop an objective in the Parks and Recreation section of the East Skaha Vaseux Official Community Plan (page 57) that says <i>To recognize the needs of local seniors and older adults in the future development and maintenance of trails, parks and recreation areas and programs.</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this objective and present this recommendation to the RDOS council	Long-term	One-time	PR and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	-	Date of policy adoption	RDOS Records	Once		
Develop a policy in the Parks and Recreation - General Recreation section of the East Skaha Vaseux Official Community Plan (page 60) that states that <i>the Regional Board strives to ensure that there are sports and recreation opportunities available in Okanagan Falls that meet the diverse needs and interests of a wide range of older adults.</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this policy and present this recommendation to the RDOS council	Long-term	One-time	PR and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	-	Date of policy adoption	RDOS Records	Once		
Develop an objective in the Transportation section of the East Skaha Vaseux Official Community Plan (page 71) that states <i>To provide safe and accessible transportation and pedestrian mobility for older adults of a range of ages and abilities.</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this objective and present this recommendation to the RDOS council	Long-term	One-time	EDO and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	-	Date of policy adoption	RDOS Records	Once		
Develop a policy in the Transportation section of the East Skaha Vaseux Official Community Plan (page 72) that states that <i>the Regional Board encourages the development and maintenance of an Age Friendly Community Pathway in Okanagan Falls (see Map below).</i>	-Develop a recommendation to amend the East Skaha Vaseux Official Community Plan to include this policy and present this recommendation to the RDOS council	Long-term	One-time	EDO and RDOS	Low cost: Human capital for making the recommendation to council, and financial capital for administration costs	N/A	Bylaws/policies/strategy	-	Date of policy adoption	RDOS Records	Once		

APPENDIX B: TABLE OF RESOURCES

Recommendation Area	Example	Community/City/Province	Link
Outdoor Spaces, Public Buildings and Safety			
Accessible washroom rectification initiative	Many of the restaurants involved with the Ontario Human Rights Commission participated in the Restaurant Accessibility Initiative. This involved assessing the infrastructure present for accessibility and rectifying them to an accessible standard; this included washrooms.	Ontario	http://www.ohrc.on.ca/en/moving-towards-barrier-free-services-final-report-restaurant-accessibility-initiative/best-practices-and-next-steps-achieving-accessibility
Develop an age friendly community pathway	Qualicum Beach BC has developed an Age Friendly Transportation Plan to guide the future development of transportation infrastructure to meet the needs of older adults. The plan includes many multi-use Age Friendly pathways for seniors.	Qualicum Beach, BC	https://qualicumbeach.civicweb.net/document/4892/Age-Friendly%20Transportation%20Plan%2027%20Mar%202013.pdf?handle=E556E9204CA84AC8B637099B6D7388BB
Develop an Age Friendly Esthetic Improvements subcommittee of the Age Friendly Committee	The City of Sault Ste. Marie ON, recently began a Downtown Development Initiative. The initiative includes many grants and incentives to improve the esthetic quality of the community's core areas.	Sault Ste. Marie, ON	http://www.city.sault-ste-marie.on.ca/contentadmin/UserFiles/File/CityDepartments/Engineering/Planning/Downtown%20Development/Downtown%20Development%20Initiative%20-%20DCIP%20Approval%20Report.pdf
Transportation and Mobility			
Encourage nearby distributors of mobility devices to teach people how to use mobility devices	Penticton is home to MEDChair, Valley Medical Supply, and Creative Mobility Products. Many of these companies do free trials and house calls.	Penticton	http://penticton.medichair.com/ http://www.valleymedical.ca/mobility http://www.creativemobility.ca/
Explore funding options to develop a weekly subsidized transportation trip for older adults to the Penticton Community Centre Swimming Pool	In the community of Mills ON, the Mills Community Support Organization provides free transportation for seniors to the Carleton Place pool every Tuesday. The trips take seniors to the pool for an Aquafit class which they are responsible to pay for. Program participants register in advance for the transportation service.	Mills, ON	http://www.insideottawavalley.com/community-story/3951197-bus-trips-to-pool-offered-to-seniors/
Explore funding options to purchase a large wheelchair accessible shuttle van	The City of Edmonton is home to four seniors transportation programs operated through not for profit organizations (Lifestyle Helping Hands Senior Association, Operation Friendship Seniors Society – Helping Hands Program, Seniors Assisted Transportation Society of Greater Edmonton, and the Society of Seniors Caring About Seniors). The programs serve individuals over the age of 65 who are of low to medium income levels. All program participants are required to be members of the organization and to purchase a number of \$8 ride tickets in advance of the trips. All trips must be booked at least 3 days in advance	Edmonton, AB	http://www.satsofedenmonton.org/
Develop a transit add-on service that involves door-to-door handydart transportation a few hours a day	The District of Clearwater developed a small transit system for their community that has options for door-to-door pick up between 10 and 11 am, Monday through Friday. The door-to-door pick up must be booked in advance. The transit system is delivered through a partnership between the Thompson Nicola Regional District, BC Transit, Yellowhead Community Services, and the District of Clearwater.	Clearwater, BC	http://www.districtofclearwater.com/attachments/article/15/Clearwater%20and%20District%20Transit%20Schedule%20Complete.pdf
Develop an agreement with a Penticton taxi company to provide service in Okanagan Falls on certain days of the week and at specific hours	Four taxi companies are available in Penticton, including Courtesy Cabs, Penticton Klassic Kabs, Penticton Taxi and Three Star Taxi Cab.	Penticton, BC	www.courtesycabs.ca/ www.klassickabs.ca
Provide information to older adults on how to obtain discounted transit passes	The Ministry of Social Development and Social Innovation has a BC Bus Pass Program to provide a reduced cost annual bus pass to low income seniors and people with disabilities. The passes are provided for 45 dollars a year.	Province of BC	http://www.eia.gov.bc.ca/programs/bus-pass.html
Create an age friendly transit try-out program to help older adults become comfortable with the new system	Victoria, Kelowna, Prince George and Vernon currently have Community Travel Training Programs where trainers from BC Transit will teach people using mobility devices how to use the bus system and how to get on and off the bus with a mobility device. The training has to be booked in advance and is free.	Victoria, Kelowna, Prince George and Vernon, BC	http://www.bctransit.com/regions/oso/riderinfo/accessibility.cfm
Housing			
Develop a strategy to construct a seniors mixed-care housing facility in Okanagan Falls	The <i>Island Trust</i> developed a rural and small town seniors housing strategy.	Vancouver Island, BC	http://www.islandstrust.bc.ca/communityhousingpublic/pdf/seniorshousingstrategymar312010.pdf

Recommendation Area	Example	Community/City/Province	Link
Explore the need to create additional seniors housing accommodations over time	Canada Mortgage and Housing Corporation recently researched seniors housing needs and developed a resource entitled <i>Supportive Housing for Seniors</i> .	Canada	http://www.cmhc-schl.gc.ca/publications/en/rh-pr/socio/socio056.pdf
Recreation, Sports, Arts, Culture and Education			
Develop a monthly age friendly evening event that would include dinners, dancing, live music, and movies.	The District of Pinawa organized several age friendly evening events where they have speakers come and talk to older adults about a variety of topics.	Pinawa, MB	http://www.agefriendlymanitoba.ca/regions/news.cfm?region_id=126&newsentry_id=266
Develop an age friendly community garden	Newfoundland and Labrador developed a best practice tool-kit for developing community gardens which includes a step by step how to resource, and information on the different kinds of community gardens that can be developed.	Province of Newfoundland and Labrador.	http://www.foodsecuritynews.com/Publications/Community_Garden_Best_Practices_Toolkit.pdf
Explore funding options to install age friendly outdoor exercise equipment	19 communities in BC have Seniors' Community Parks with free outdoor exercise equipment designed to keep older adults healthy and active in their communities.	Province of BC	http://www2.gov.bc.ca/gov/topic.page?id=4CB15AE752904667BD228D15E888B6AC
Develop an Age Friendly Exercise class that would run twice a week that would guide older adults through low impact balance and strengthening exercises	The Canadian Society for Exercise Physiology developed an information resource on what types of exercises are best for older adults.	Canada	http://www.csep.ca/CMFiles/Guidelines/CSEP-InfoSheets-older%20adults-ENG.pdf
Develop an age friendly walking and rolling club	The Cloverdale BC Recreation Centre facilitates a self-directed walking club for seniors that meets every Thursday at 1pm. The walking club meets rain or shine and then decides which route to take depending on the weather conditions and the interests of the members. The club leaders ensure that all route options can accommodate different levels of ability.	Cloverdale, BC	http://www.surrey.ca/culture-recreation/1774.aspx
Develop a long term strategy to increase the recreation options offered to older adults	The City of Kelowna Recreation, Parks, and Cultural Services developed a <i>Seniors Recreation Strategy</i> . The strategy contains a review of background information, a strategic framework and an implementation plan. The town of Whitby also developed a Seniors Recreation and Leisure Services Strategy to provide an understanding of the needs of future older adults.	Kelowna, BC and Whitby, ON	http://www.kelowna.ca/CityPage/Docs/PDFs%5C%5CCouncil%5CMeetings%5CCouncil%20Meetings%202006%5C2006-03-06%5CItem%206.1%20-%20Seniors%20Services%20Strategy%20-%202005-2020%20Attachement.pdf http://www.whitby.ca/en/residents/resources/cmx-Strategy_Seniors-Recreation-Leisure-2014-2018.pdf
Community Engagement and Employment			
Explore funding options to hire a full-time age friendly advocate	The Fletcher Park Seniors Resource Centre in Salmon Arm BC trained a volunteer senior advisor to work out of the Centre on Tuesday mornings and help older adults with government forms, guaranteed income supplements, old age security, CPP, and other such forms. The senior advisor is available by appointment only.	Salmon Arm, BC	http://seniorsresourcecentre.wordpress.com/senior-advisor/
Develop an age friendly winter festival or celebration	New Westminster puts on an annual one day Seniors' Festival. The Festival runs from 10 am to 3 pm and contains a series of different recreational and cultural drop-in activities, a panel workshop, a Health Talk, several free information workshops, and a service organizations and business fair.	New Westminster, BC	http://www.newwestcity.ca/database/files/library/2014_Seniors_Festival_Flyer.pdf
Consider the creation of an intergenerational knowledge transfer program	The Province of BC set up a page called <i>Intergenerational Connections</i> that includes a resource guide for developing intergenerational programs, a link to the <i>Intergenerational Society of Canada</i> , and information on a program called <i>Volunteer Grandparents</i> that matches volunteer seniors with members of younger generation programs. The Manitoba Association of Senior Centres provides intergenerational program ideas and their website and a link to intergenerational resources and events.	Province of BC	http://www2.gov.bc.ca/gov/topic.page?id=BD5FF34F910340C59FB67D5A5F1093B1 http://www.manitobaseniorecentres.com/resources/intergenerational-ideas/
Develop consistent daily drop-in hours (e.g. 10am – 4pm, Monday to Friday) at the seniors or community centre	Tumbler Ridge BC developed a seniors drop-in centre called communications corner. The corner was developed as part of the Mayor's Task Force on Seniors' Needs.	Tumbler Ridge, BC	http://www.tumbleridge.ca/TownHall/CommitteesTaskForces/SeniorsNeedsTaskForce/tabid/159/Default.aspx and https://www.civicinfo.bc.ca/practices_innovations/seniors_needs_task_force--tumbler_ridge--2009.pdf (pg. 2 – Communication)

Recommendation Area	Example	Community/City/Province	Link
Communication and Information			
Develop a comprehensive age friendly communications strategy and partnership	Tumbler Ridge BC has an information coordinator who sits two days a week at the seniors drop-in centre. The information coordinator is there to help older adults with filling out forms, finding information, making phone calls, using computers and building computer skills.	Tumbler Ridge, BC	http://tumbleridgenews.com/?p=8791
Develop a monthly age friendly newsletter that could inform local older adults on what is available	The Village of Fruitvale provides residents with a monthly 1 double sided page calendar and newsletter. The calendar contains all the age friendly events and activities present in the community for the month and the newsletter provides a means of communication between local older adults and the age friendly coordinator. The newsletter also contains reminders, event descriptions, and monthly health facts.	Fruitvale, BC	http://village.fruitvale.bc.ca/sites/fruitvale.civicwebcms.com/files/media/Monthly%20Calendar%20September%202014%20FINAL.pdf
Develop an age friendly online and print directory	An online and print <i>Seniors Directory</i> was created in 2014 in North Vancouver by the North Shore Community Resources Association. The purpose of the directory is to provide local older adults with seniors information including information on: emergency services, health/support services, housing services, information services, meal programs and shopping services, personal security services, social, educational, and recreation programs, transportation services, and volunteer opportunities. At the end of the directory there is a service index.	North Vancouver, BC	http://issuu.com/north-shore-outlook/docs/2014_seniors_directory
Release an age friendly recreation guide for each season in Okanagan Falls	Kelowna BC has a <i>Seniors Active Living Guide</i> . The guide contains information on the different activities, courses, events and sports available in the City. Information on different clubs and groups for older adults, and a pool schedule is also provided.	Kelowna, BC	http://www.kelowna.ca/CityPage/Docs/PDFs/Sport%20and%20Recreation/Current%20seniors%20guide.pdf
Respect and Social Inclusion			
Develop an isolation management strategy	The Prince George Council of Seniors provides a social outreach program where volunteers provide adults who are isolated or lonely with visits or friendly phone calls.	Prince George, BC	http://www.pgc.ca/?page_id=1681
Develop a widows and widowers community support group	Penticton is home to the Penticton Bereavement Resource Centre that provides people who have been widowed with a variety of supports and resources.	Penticton, BC	http://www.pentictonbereavementresources.com/counseling-resources.php
Develop an age friendly visiting program where people can sign up to either be visited or go visit someone	The Prince George Council of Seniors provides a social outreach program where volunteers provide adults who are isolated or lonely with visits or friendly phone calls.	Prince George, BC	http://www.pgc.ca/?page_id=1681
Community and Health Services			
Develop a series of activities that will improve access to healthy food for older adults with food security issues	Hillside Seniors Health Centre puts on a series of health education events that include a number of information sessions on healthy eating, including: eating guidelines for reactive hypoglycemia, healthy eating for your brain, and demystifying fad diets.	Victoria, BC	http://www.viha.ca/hshc/events.htm
Develop a monthly age friendly workshop that focuses on the topics of healthy aging	The Village of Fruitvale puts on a monthly Age Friendly Luncheon where older adults come together to enjoy conversation, have lunch and make new friends. Each luncheon also has a presentation from a different speaker and provides older adults with information on local events in the community.	Fruitvale, BC	http://www.village.fruitvale.bc.ca/content/age-friendly-seniors-luncheon
Develop an Age Friendly Assistance Organization	In Nelson BC the Seniors Coordinating Society provides a <i>Seniors Helping Seniors</i> program where older adult volunteers help seniors with various tasks such as: grocery shopping and pickup, income tax and government form completion, cooking, and house cleaning. Most services are free, except grocery runs which cost \$1:75 and go at set times each week.	Nelson, BC	http://www.seniors.kics.bc.ca/index.htm
Encourage local businesses to develop age friendly shopping incentives	Age Friendly BC has developed a guide to educate business owners on how to become an age friendly business and why it is important.	Province of BC	http://www2.gov.bc.ca/gov/DownloadAsset?assetId=3A124ACB9A484E269479076A5F29436E&filename=agefriendly_business_guide_and_assessmentfinalupdated_aug_2013.pdf
Explore options to extend the <i>Better at Home</i> program to Okanagan Falls	In Penticton BC the Better at Home program is run in partnership with the Penticton and District Community Resources Society and the South Okanagan Seniors Wellness Society. The program provides older adults in need with transportation, grocery shopping, friendly visiting, light housekeeping, yard work, simple home repairs and snow shoveling services.	Penticton, BC	http://www.betterathomepenticton.com/services.aspx

Recommendation Area	Example	Community/City/ Province	Link
Official Community Plan Amendment Recommendations			
Develop a goal in the Broad Goals section of the East Skaha Vaseux Official Community Plan (page 26) that states <i>to ensure that older adults are targeted and engaged in all future planning and community development activities.</i>	A <i>Seniors Engagement Toolkit</i> was created by the City of New Westminster for the purpose of helping City staff engage seniors in municipal planning and development processes. The toolkit includes an engagement checklist, lists of local senior organizations, tips on how to make engagement senior-friendly, and an engagement evaluation form.	New Westminster	http://www.seniorsservicessociety.ca/Library/SSTF/SET_Final_Report_May_2_2011.pdf

APPENDIX C: TABLE OF FUNDING RESOURCES

Funding Source	Website	Deadline	Key Areas
Age Friendly Community Planning and Projects Grants	http://www.ubcm.ca/EN/main/funding/lgps/current-lgps-programs/seniors-housing-support-initiative.html	October	Projects must focus on improving community age-friendliness.
BC Gaming Grant	https://www.gaming.gov.bc.ca/grants/index.htm	Various	Programs must have been in operation for at least 12 months prior to application and must fall into one of the following sectors: Arts and Culture; Sport; Environment; Public Safety; Human and Social Services; or Parent Advisory Councils and District Parent Advisory Councils.
BC Housing Affordable Rental Housing Initiative	http://www.bchousing.org/Initiatives/Creating/ARHi	Ongoing	Projects must help facilitate the provision of affordable housing for low to moderate income households.
BC Rehab Community Partnership Initiative.	http://www.bcrehab.com/applicationsnew.htm	Unknown	Projects must increase community accessibility and opportunities for people living with physical disabilities.
Building Communities through Arts and Heritage – Local Festivals Grant	http://www.pch.gc.ca/eng/1267800479703/1276800169608	January 31, April 30 & September 30	Projects must involve putting on a local festival.
Cycling Infrastructure Partnership Program	http://www.th.gov.bc.ca/BikeBC/CIPP.html	December	Projects must promote transportation cycling (cycling to work, school, or errands) as a means of reducing traffic congestion and greenhouse gas (GHG) emissions.
Enabling Accessibility in Workplaces Grant, and Enabling Accessibility in Communities Grant.	http://www.esdc.gc.ca/eng/disability/eaf/index.shtml	Unavailable	Projects must involve the capital costs of construction and renovations related to improving physical accessibility and safety for people with disabilities in Canadian communities and workplaces.
Healthy Communities Capacity Building Fund	http://planh.ca/funding	Unavailable	Projects must focus on learning about the community context for health and well-being, partnership development between sectors, collaborative priority setting for health and well-being in local planning and policy, and innovative action to influence local health outcomes.
Home Adaptions for Seniors’ Independence Program	http://www.bchousing.org/Initiatives/Renovating/HAFI	Ongoing	To provide financial assistance to help eligible low-income seniors and people with disabilities with home modifications for accessible, safe and independent living in British Columbia.
Home Depot Canada Foundation Community Grants	http://www.homedepot.ca/foundation/how-we-help/grant-programs#grant-programs	Ongoing	Projects should address youth homelessness.
ICBC Community Involvement Program	http://www.icbc.com/about-icbc/company-info/Pages/Community-Involvement-Program.aspx	Ongoing	Projects must support social goals in road safety and/or injury recovery.
Interior Savings Credit Union Community Investment Fund	https://www.interiorsavings.com/Community/Programs/InvestmentFundProfile/	Ongoing	Projects must demonstrate some or all of the following principles: Promotion of equity, community building, collaboration, diversity, community participation and self-reliance; enhancement of the assets of a community; sustainability; demonstrable community-wide benefits; support of community transformation; and capacity to leverage additional funding and community resources.
New Building Canada Fund: Small Communities Fund	http://www.infrastructure.gc.ca/plan/sc-cp-eng.html	Ongoing	Projects must be of national significance, have broad public benefits, and contribute to Canada's long-term economic growth and prosperity. Projects must meet the project objectives: economic growth, a clean environment and stronger communities.
New Horizons for Seniors Grant	http://www.esdc.gc.ca/eng/seniors/funding/about/index.shtml	September	Projects must be led or inspired by seniors who make a difference in the lives of others and in their communities.
Regional District of Okanagan-Similkameen Community Grants	http://www.rdosmaps.bc.ca/min_bylaws/finance/CommunityGrantinAid/CommunityGrantGuidelines.pdf	July	To support the establishment and operations of non-profits serving residents of the RDOS.
Rick and Sue Foundation	http://rickandsuefoundation.com/	Ongoing	Projects should be related to Children, Environment, At-risk and Homeless, or Health and Hospitals.
Rick Hansen Foundation Quality of Life Program	https://www.rickhansen.com/What-We-Do/Quality-of-Life-Grants/Request-for-Application	September	Projects must encourage the independent and healthy living of those with spinal cord injuries and other related disabilities by removing and/or reducing social and physical barriers to participation in all aspects of community life, and to encourage and promote, as well as remove barriers to, participation by persons with disabilities in publicly available sporting activities that promote health.
South Okanagan Similkameen Community Foundation	http://www.cfso.net/grants/apply-for-a-grant/	February	Projects must relate to the 2013 Vital Signs Report, the YES Project, Seniors, or the Smart & Caring Communities Initiative
Tire Stewardship BC Community Grant Program	http://www.tsbc.ca/grant.php	December	Projects must involve the use and benefit of a wide range of recycled tire products.

Funding Source	Website	Deadline	Key Areas
Vancouver Foundation Arts and Culture Grants	http://www.vancouverfoundation.ca/grants/arts-and-culture	Various	Projects must fulfill these categories: Artistic Intention, Creativity & Growth, Diversity of Conception & Participation, Community Engagement and Social Connection, and Organizational Capacity
Vancouver Foundation Health and Social Development Grants	http://www.vancouverfoundation.ca/grants/health-and-social-development	Various	Projects must either address the needs, either directly or indirectly, of people living with mental disabilities, arthritis, blindness, deafness, heart disease or cancer, or must have broader health and social development objectives.



Voting Members:

Duane Ophus
(Chair)

Regional District of
Central Okanagan

Shirley Fowler
(Vice)

Regional District of
North Okanagan

George Bush

Regional District of
Okanagan
Similkameen

Brad Sieben

Regional District of
Central Okanagan

Chad Eliason

Regional District of
Columbia Shuswap

Billy Potash

Grower Rep - Zone 1
(Organic)

Amarjit Lalli

Grower Rep - Zone 2

Dave Dobernigg

Grower Rep - Zone 3

Non-voting Members:

Kenna MacKenzie

Agriculture & Agri-
Food Canada

Susanna

Acheampong
BC Ministry of
Agriculture and Lands

**The next regular
meeting of the
OKSIR Board is
scheduled for 9:00
a.m. on Oct. 9, 2015
at 1450 KLO Rd,
Kelowna, B.C.**

OKSIR BOARD REPORT:**HIGHLIGHTS OF THE REGULAR MEETING HELD SEPTEMBER 18, 2015****Preliminary 2015 Season End Results:**

The Program goal of having over 90% acreage with less than 0.2% harvest damage was achieved in 2015. This goal was last reached in 2010 when SIT was last used Program-wide. Average moth captures for the year were very low—lower than each of the previous four years. The amount of pesticides used against codling moth, has decreased 96% since 1991.

Calculation of Parcel Tax on Nursery Stock Plantings:

The Board reviewed the legislation and bylaws regarding the SIR parcel tax in response to concerns from some growers about the parcel tax being placed on nursery stock plantings that are not yet bearing fruit. The Board reaffirmed both their commitment to the current procedure and their stance that OKSIR is not a “fee for service” program. OKSIR is administered as a social program that provides benefits not just to the apple and pear industry, but also to our broader communities.

Long Summer Impacts Codling Moth Development:

The early, warm spring and hot summer resulted in codling moth development about 2 weeks ahead of 2014. This gap increased as the 2015 season progressed and resulted in a third brood of moths appearing at the end of July in the south rather than in mid-August as usual. This appearance of third brood moths will reduce the number of overwintering larvae that will develop into adults next spring.

Investigating Use of Drones for Release of Sterile Moths:

The Board has approved participation in a collaboration with USA and New Zealand on the investigation of using Unmanned Aerial Systems, as a method of releasing moths for sterile insect control. The Board has approved an investment of \$10,000 CDN towards research demonstration trials. Drones have been used successfully in other sterile insect control programs.

Purchase and Installation of Replacement Irradiator Authorized:

The Board was presented with two competitive quotes for the replacement of the irradiator at the rearing facility. After careful consideration, the Board has authorized the purchase and installation of a new irradiator from JL Shepherd & Associates, California, USA for the amount not to exceed \$776,440 USD. The company is a well-established supplier that has already secured Canadian approvals. The purchase price includes decommissioning of the current irradiator. It is estimated to take about 4-6 months to get the new irradiator in place.